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| Swale construction checklist |
| This list has been developed by Melbourne Water for use as a guide by Councils in assessing swale construction projects. |

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| **Location** |  |
| **Inspected by** |  |
| **Asset ID** |  |
| **Date and time** |  |

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| **Item Inspected** | **Satisfactory (Y/N/NA)** | **Comments** |
| **Preliminary Works** |  |  |
| 1. Erosion and sediment control plan adopted |  |  |
| 2. Traffic control measures |  |  |
| 3. Location including inlet same as plans |  |  |
| 4. Site protection from existing stormwater flows |  | **Hold Point** |
| **Earthworks and structural works** |  |  |
| 5. Swale bed is level |  |  |
| 6. Batter slopes as plans |  |  |
| 7. Longitudinal slope in design range |  | **Hold Point** |
| 8. Provision of shallow drainage for slopes <1% |  |  |
| 9. Placement of adequate topsoil |  |  |
| 10. Location and levels of pits as designed |  |  |
| 11. Safety protection provided as designed |  | **Hold Point** |
| 12. Site stabilisation measures in place |  |  |
| 13. Location and levels of outlet as designed |  |  |
| 14. Location of check dams as designed | **Y/N** |  |
| 15. Pipe joints and connections as designed |  | **Hold Point** |
| 16. Inlets appropriately installed |  |  |
| 17. Swale crossings located and built as designed |  |  |
| 18. Weed removal prior to planting |  |  |
| 19. Vegetation layout and densities as designed |  | **Hold Point** |