The Resident Engineer

**General**
- Act as Agent for the Employer in accordance with a separate contract
- Be familiar with all technical specs
- Must have detailed knowledge of contract documents
- Have discretion on alterations to design

**Design and Specifications**
- Be familiar with all technical specs
- Must understand all design principles
- All information is through the RE

**Technical Duties**
- To act as Agent for the Employer in accordance with a separate contract
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**Communication**
- Site Instructions Book
- Keep Records of contract documents
- Check signatures and checking

**Public Relations**
- During construction assist the contractor with services access
- Contact contractors for negotiations
- Ensure that agreement is reached and documented

**Suppliers**
- The RE is responsible for the quality of all materials on site
- The RE is responsible for the quality of all materials on site

**Contractual Matters**
- Must be familiar with the contract documents
- Must work closely with the engineer in accordance with the separate contract
- All communication is through the RE

**Matters arising, weather, labour and staff**
- Present, Apologies, last minutes
- Inspection of completed works generates a "Certificate of Practical Completion"
- End of Job and Site Records

**Duties defined in GCC**
- Duties defined in GCC
- Duties defined in GCC

**Quantity Calculations**
- Quantity Calculations
- Site drawings

**Safety**
- Safety
- Safety

**Contractor**
- Contractor
- Contractor

**Measurement**
- Measurement
- Measurement

**Sub-contractors**
- Sub-contractors
- Sub-contractors

**Sub-contracts and Material**
- Sub-contracts
- Sub-contracts

**Proposals**
- Proposals
- Proposals

**Procurement and tendering**
- Procurement and tendering
- Procurement and tendering

**Equipment and Plant**
- Equipment and Plant
- Equipment and Plant

**Site Investigation and Survey**
- Site Investigation and Survey
- Site Investigation and Survey

**Activities**
- Activities
- Activities

**Provisions for Checking and Testing Materials**
- Provisions for Checking and Testing Materials
- Provisions for Checking and Testing Materials

**Responsibility to the engineers Office**
- Responsibility to the engineers Office
- Responsibility to the engineers Office

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### End of Job and Site Records

**Steps**

1. **Quantity Calculations**
   - Site drawings, estimates, reports and site photographs
   - Site contracts

2. **Safety**
   - Safety
   - Safety

3. **Contractor**
   - Contractor
   - Contractor

4. **Measurement**
   - Measurement
   - Measurement

5. **Sub-contracts and Material**
   - Sub-contracts
   - Sub-contracts

6. **Plant**
   - Equipment and Plant
   - Equipment and Plant

7. **Site Investigation and Survey**
   - Site Investigation and Survey
   - Site Investigation and Survey

8. **Activities**
   - Activities
   - Activities

9. **Provisions for Checking and Testing Materials**
   - Provisions for Checking and Testing Materials
   - Provisions for Checking and Testing Materials

10. **Responsibility to the engineers Office**
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