

# Methodology

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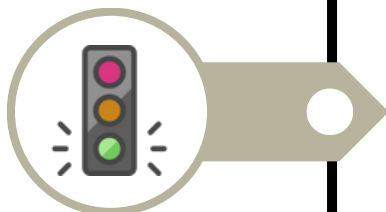
# 1. Services Proposal

- Conduct desktop review to assess project requirements
- Measure project area and define scope
- Provide detailed, itemised quote
- Ensure clarity on pricing, methodology, and deliverables



# 2. Project Kick Off

- Confirm access logistics
- Assign dedicated project coordinator
- Manage scheduling, stakeholder communications, and key deadlines
- Ensure smooth, on-time bookings



# 3. Access Arrangement

- Initiate access via doorknocks, SMS, postal letters, calls, and emails
- Communicate directly with stakeholders
- Record all access attempts for transparency
- Maximise inspection success rates



# 4. Perform Surveys

- Engineer attends site to capture high-resolution visual records
- Use specialised equipment: wide/zoom lenses, GPS logging, crack gauges
- Document all visible defects via photos, videos, and structured annotations



# 5. Report Delivery

- Compile reports with precise defect categorisation
- Include high-quality, location-referenced imagery
- Detail site-specific limitations and obtain professional sign-off
- Ensure compliance with relevant Australian Standards, including AS 4349.0



# 6. Project Closeout

- Provide comprehensive PDF summary after inspections
- Include inspection dates, stakeholder contact efforts, and report links
- Transition project to accounts team for final invoicing

