

AGS 4.1 submission readiness

Thirty-nine checks across eight stages, ordered the way a submission is actually built: capture, derive, certify. Work top to bottom — every unticked line is a rejection risk.

01 Project set-up & metadata

- ☐ PROJ group complete — project ID, client, name, location, contractor
- ☐ Consistent project ID used across every AGS group and deliverable
- ☐ Coordinate system and vertical datum declared and agreed with the client
- ☐ Units declared for every measured heading (no assumed units)
- ☐ AGS 4.1 dictionary version recorded for the submission

02 Locations, strata & geology

- ☐ LOCA IDs unique, and identical to those used on logs and in the lab register
- ☐ Location coordinates, ground level, final depth and dates present
- ☐ GEOL strata continuous — no gaps or overlaps between top and base depths
- ☐ Descriptions written to BS 5930 / BS EN ISO 14688-14689 convention
- ☐ Final stratum base equals the recorded final depth of the hole
- ☐ Backfill and installation records where applicable

03 Samples & in-situ testing

- ☐ SAMP IDs unique, typed, and sitting inside a logged stratum
- ☐ Sample depths inside the drilled interval — no depths beyond final depth
- ☐ ISPT / ICBR / CPT records referenced to the correct location and depth
- ☐ SPT blow counts, seating drive and refusal recorded to ASTM D1586
- ☐ Test method and standard version attached to every in-situ result

04 Laboratory results

- ☐ Every lab result traceable to a parent sample record
- ☐ Test method, standard and revision recorded per result
- ☐ Derived values computed by the engine — not typed on an entry screen
- ☐ Classification, indices and correlations consistent with source data
- ☐ Results checked and approved by a named signing engineer

05 Groundwater & monitoring

- ☐ Groundwater strikes reconciled against drilling and casing records
- ☐ Standing water levels dated and referenced to the declared datum
- ☐ Installation details recorded for every monitored location
- ☐ Monitoring rounds complete for the reporting period

06 AGS 4.1 file compliance

- ☐ Every GROUP and HEADING exists in the AGS 4.1 dictionary
- ☐ Parent-child references resolve — no orphan records
- ☐ Data types, units and formats match the dictionary definition
- ☐ TRAN group complete — transmission date, recipient, status
- ☐ File parses cleanly with no fatal errors and no unresolved warnings

07 Plausibility & engineering logic

- ☐ Values structurally valid AND factually credible for the ground described
- ☐ Strata sequence consistent with regional geology and adjacent locations
- ☐ Outliers reviewed and either corrected or explained in the issue log
- ☐ Cross-location consistency checked per area before release

08 Client rules, review & release

- ☐ Client-specific headings, naming and file conventions applied
- ☐ Validation report and issue log issued with the package
- ☐ Blockers cleared; remaining errors and warnings signed off
- ☐ Submission approved by a named engineer, with timestamp recorded
- ☐ Go / no-go readiness confirmed per area before transmission

SIGN-OFF

Signing engineer: _____ Date: _____

Area / package: _____ Readiness: _____