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ALUMINIUM WINDOWS FIXING CHECKLIST

Rev No:	
Project:	
Item	**Description**
	Pre fixing
1	Materials checked as specified (variation in width not more than +/- 10mm)
2	Gypsum, plaster, tiling and window jambs completed to satisfaction (plumb, level)
3	Check for any defects
	During fixing
4	Horizontal and vertical members joined at 45%and joint kept hairline
5	Tracks checked for numbers and defects
6	Distance of frame from corner of jambs checked before fixing
7	Shutters checked for sizes, straightness, diagonal distances and plumb (should be exactly rectangular or square)
8	Anodizing or powder coating checked tor color, thickness and scratches
9	PVC gasket, wool pile packing checked for airtightness after fixing
10	Glass shade and thickness as per specification
11	Hardware fixed as specified; locks, handles, screws, pivots
12	Drain holes min of 2 per shutter at the bottom track for easy draining of water outside
	Post fixing
13	Aluminium sections covered with masking tape after installation
14	Gaps between sections and plaster(externally)filled with sealant of matching color
15	Gaps between section and plaster (internally) filled with putty or specified material
16	Shutters after closing checked for air tightness
17	Shutter operating smoothly without rattling noise
18	Bottom track checked for proper draining of water
19	All window frames are cleaned
Item	GENERAL REMARKS

SIGNED BY

Architect

Supervising Architect

Supervising Architect:

Date:		**Approved By:**	
Sizes:		**Pages:**	
Accept	**Reject**	**Remarks**	

Qc Manager

Project Manager

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Supervising Architect:

WAINSCOTING CHECKLIST

Rev No:		**Date:**	
Project:		**Sizes:**	
Item	**Description**	**Accept**	**Reject**
1	Check the surface for any defects; scratch marks, cracks ,dents or gaps between the panels		
2	The wainscoting should be level and plumb		
3	Check for any gaps or seams between the wainscoting panels and the wall		
4	If your wainscoting requires painting or staining, ensure that it has been done neatly and evenly. Check for any drips or uneven coverage		
5	Inspect any trim or molding that was installed with the wainscoting. Verify that it is securely attached and has clean, mitered corners.		
6	Check that any hardware or fasteners used in the installation are tight and secure.		
7	Ensure there are no sharp edges or protruding nails that could pose a safety hazard.		
8	If your wainscoting includes functional components like outlets or switches, make sure they are properly installed and accessible.		
9	Make sure the wainscoting surface is clean and free from any dust, debris or fingerprint markings.		
10	Keep a record of any manufacturer's warranties or installation instructions for future reference.		

Item	GENERAL REMARKS

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Manager

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INSTALLATION OF PLUMBING FIXTURES CHECKLIST

Rev No:		**Date:**	
Project:		**Sizes:**	
Item	**Description**	**Accept**	**Reject**
1	Check brand, type, size, model and quality of the Plumbing Fixtures if as per the approved material.		
2	Check that piping system and supports intended for the fixtures are available and fixed properly		
3	Check that size and location of opening/ markings are as per approved architectural lay-out or structural lay-out.		
4	Check for proper alignment, level and plumb of the plumbing fixtures as per manufacturers' instructions		
5	Check proper size of pipe connections matches with the plumbing fixtures		
6	distribution piping		
7	Check the faucet spout fittings are installed or available		
8	Check water supply flow control fittings if fixed properly		
9	Check that all plumbing fixtures are complete with trim, faucets, fittings and other components required		
10	Cover all installed plumbing fixtures after fixing to avoid any damage		
11	Check if all safety precautions have been complied before and after installations		

Item	GENERAL REMARKS

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STAIR AND BALCONY RAILING QUALITY CHECKLIST

Rev No:		**Date:**	
Project:		**Sizes:**	
Item	**Description**	**Accept**	**Reject**
	Check for any visible signs of damage, such as cracks, dents, or splinters, on the railing posts and handrail		
2	Verify that the railing is securely attached to the wall or posts and there is no wobbling.		
3	Ensure the railing height is correct, it's typically between 34-38 inches (86-97 cm) above the nosing of the treads		
4	Confirm that the space between balusters (if present) is within the acceptable range. This prevents small children from getting stuck between them		
5	Apply gentle pressure to the railing to check for stability. It should not flex or move significantly		
6	Test the balusters by applying pressure to ensure they are secure and cannot be easily dislodged		
7	Ensure the handrail is easy to grip and does not have any sharp edges or splinters.		
8	Check for a smooth, continuous grip along the entire length of the handrail without any obstructions		
9	Ensure there are no obstacles or clutter near the stairs that could impede the use of the railing in an emergency		
10	Confirm that there is adequate lighting near the stairs, especially if the staircase is used during low-light conditions		

Item	GENERAL REMARKS

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ELECTRICAL INSPECTION CHECKLIST			
Rev No:		**Date:**	
Project:		**Sizes:**	
Item	**Description**	**Accept**	**Reject**
	General Circuit Inspection		
1	Are all circuits properly properly housed in EMT, Flex conduit or other appropriate housing		
2	Are all electrical conduits, boxes and panels securely fastened		
3	Are all electrical conduits, boxes and panels in good working conditions		
4	Are all electrical junction boxes covered		
5	Are fire penetrations properly sealed where applicable		
6	Are all junction boxes securely covered if not in use		
7	Are all luminaries installed		
8	Are GFCI receptacles and circuits installed in washrooms and other applicable areas		
	Equipments and tools		
1	Are all rated devices properly and securely installed and covered		
2	Have all pieces of equipments been properly grounded		
3	Do the locations for equipment power disconnects ensure NEC code compliance and ease of use incase of emergency		
4	Have the equipments disconnects been tested for proper use		
5	Are receptacles for all heating equipments located within 25ft of the equipment		
6	Are receptacles for all air conditioning equipments located within 25ft of the equipment		
7	Are all non-hardwired cords for equipments or tools in good working condition		

Item	GENERAL REMARKS		
	SIGNED BY		
	Architect	Qc Ma	
	Supervising Architect	Project M	

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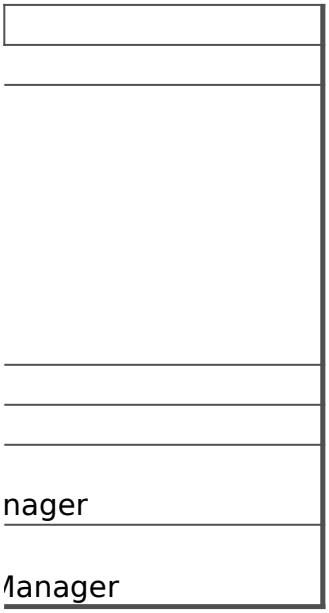
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Manager

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INSTALLATION OF SANITARY WARE AND ACCESSORIES CHECKLIST

Rev No:		**Date:**	
Project:		**Sizes:**	
Item	**Description**	**Accept**	**Reject**
1	Check the components if plumb level and aligned		
2	Check that there are no distorted components. Check for sufficient clearances have been complied.		
3	Check the brand, size model and type of sanitary wares if as per the approved submittals		
4	Check that proper, approved and correct supports have been installed in each sanitary ware		
5	Check if the mounting heights of the all sanitary wares and accessories if as per the approved detail		
6	Check all finishes and appearances of all finished works if done satisfactorily		
7	Check all connections for the wash room accessories if properly done.Discoloration should not be visible		
8	Cover all installed plumbing fixtures after fixing to avoid any damage		
9	Check if all safety precautions have been complied before and after installations		

Item	GENERAL REMARKS

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Architect	Qc Ma
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TILE INSTALLATIO

Rev No:

Project:

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N CHECKLIST

Description
COMMON CHECKS
Check grout for proper filling ie no gaps, undulations or color variations
Check for damages,chip offs and colour variations
Skirting tiles; offset from he wall should be equal , edges and corners should not be sharp; floor tile's joints line should match with skirting tile
Randomly tap on the tiles and observe for hollow sound
LIVING, DINING, KITCHEN AND BEDROOMS FLOORING
Tiles should be laid with zero slope. Overall area should be in level without any slope or undulations
Levels between the tiles should be equal; joint spacing should be equal
Joints should be filled with appropriate grout
TOILETS,UTILITIES AND BALCONIES(TUB) FLOORING
Check for slope by pouring water, the water should drain fully within two minutes
Check the position of the floor trap; should be placed in such a way that it facilitates water draining properly
Levels between the tiles should be equal; tille join spacing should be equal
TUB AND KITCHEN WALL TILES
All walls must be plumb and right angle
All corners mus be filled with sanitary sealant
Cut lines around plumbing fixtures and electrical boxes should be cut in proper shape and the cut edge should not be visible after the fixtures have been fixed
Levels between the tiles should be equal; joint spacing should be equal

GENERAL REMARKS

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Accept	**Reject**	**Remarks**

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Project Manager

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PAINT WORKS CHECKLIST

Rev No:	
Project:	
Item	**Description**
1	Is the paint of the approved shade and make
2	The surface should be cleaned before application
3	Application of coats should be done as per specs
4	All colors correct and applied according to color schedule
5	Check for coverage and consistency in all areas
6	Are there any visible cracks, joints, defects that require filling
7	Is the stipple of paint finish acceptable
8	Is the cutting into ceilig straight, neat and with no over painting
9	All areas should be free from paint splatter
10	The site should be left clean and all materials properly stored
Item	GENERAL REMAR

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Qc Manager

Project Manager

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CABINETRY CHECKLIST

Rev No:	
Project:	
Item	**Description**
1	Make ,model and color of cabinets and wardrobes matches the order
2	All cabinets are in the appropriate distance as per the plan
3	Are all cabinets and wardrobes cut to the correct measurements; length, width and height.
4	Are all cabinets aligned correctly
5	Are all overhead cabinets mounted in the correct height from the floor
6	Are all cabinets and wardrobes free of any damage
7	Cabinets are screwed with at least two screws which penetrate the framing at least 2".
8	Are all skirting boards fitted correctly
9	Are all the plumbing outlets under sink drilled in cupboards correctly
10	Are all doors placed in the right opening angle
11	Cabinets are plumb and level
12	Are all cabinetes fitted to the correct angle
Item	GENERAL REMA

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DOOR FRAMES CHECKLIST

Rev No:

Project:

Item	**Description**
	PRE INSTALLATION
1	Layout has been completed and checked against drawing and specification
2	Materials to be used are in line with all the approved drawings
3	Door swing direction has been confirmed
4	Wall is in good condition and suitable to support the frame
5	All walls have been confirmed to be plumb and square
6	Material datasheets have been revised for any specfic quality requrements
	POST INSTALLATION
1	Door frames have bee installed as per drawings and specifications
2	Door swing direction is correct
3	Frame has been installed correctly; plumb and solidly fastened to wall
4	Temporary frame supports are in place
5	Frame is free from dents and scratches
6	Space is clean and organised

Item	**GENERAL REMA**
	SIGNED BY
	Architect
	Supervising Architect

Supervising Architect:

Date:	**Approved By:**
Sizes:	**Pages:**

Accept	**Reject**	**Remarks**

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