SOFTWARE QUALITY CONTROL PLAN

Project Name :

PROJECT ID:

DATE: 00/00/0000
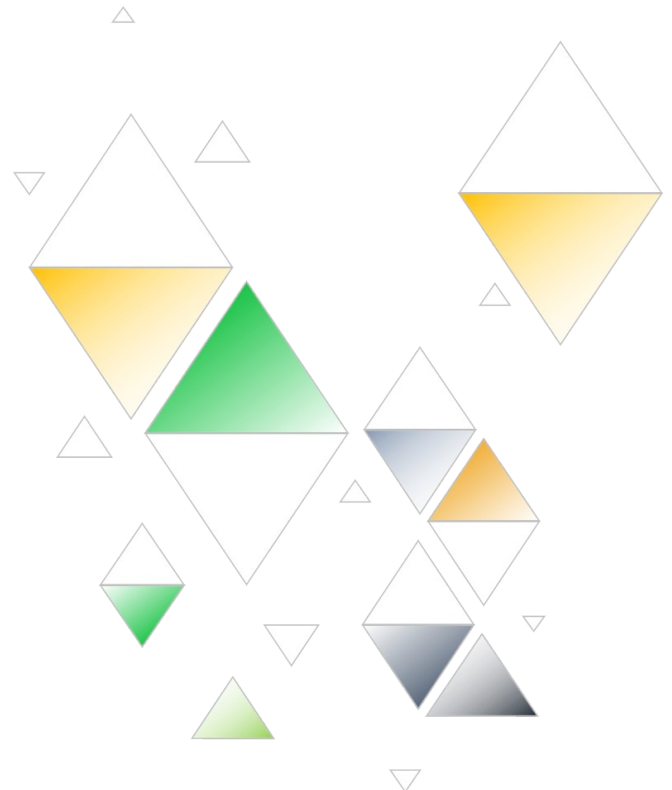
DOCUMENT CONTROL

FILE NAME		DOCUMENT ID
PRE-SCREEDING CHECKLIST		
Site Location	**ISSUE DATE**	**LAST SAVED DATE**

DOCUMENT APPROVALS

ROLE	NAME	SIGNATURE	DATE
Project Architect			
Structural engineers			
Project Manager			
Quality Assurance Manager			
Supervising Architect			

Description to be checked	Accept	Reject	Remarks
Name, Date and Registration No of drawing			
PRE-CHECKS			
Check availability of datum lines in screed areas			
Check that topping heights are correct			
Check minimum screed thickness 20mm			
Check evenness of surface bed before screeding			
All are plaster and mortar droppings removed			
all dust, dirt, paint and oils cleaned before screeding commences			
Is the surface bed coarse enough to create a good grip for the screed			
Has the surface bed been saturated with water for the last 12 to 24 hours			
Has all excess water been removed and is the surface dry			
Is a slush coat prepared which will be brushed on the surface as a key coat before placement of topping			
Ensure that enough level markers to control levels			

established before screeding			
Ensure that a panel sequence is planned to ensure movement and day activities			
Ensure that the contractor has made arrangements to keep traffic and other trades off the screed for 3 to 7 days			

	GENERAL REMARKS