

Monitoring of Site Benchmarks

Checks to the Benchmark of the Site:

Object:	Location:	
To Be Checked	Result/Remarks/Clarification	
Which of the reference points of the levels was used? (please indicate the exact description of the place and the exact height as well as the final official survey documents to which this fixed point was referred to)		
Date on which the site benchmark was established ?		
Name and designation of the person who surveyed and fixed the benchmark?		
What measures were taken to ensure the established Benchmark ? (blockwork, plastered, with yellow marking)?		
The kind of instrument used to establish and level the Benchmark ?		
Indicate the weather on the day the leveling Benchmark was done (wind, sun, rain, temperature, mist/ fog etc)?		
Name and designation of the person who checked up the benchmark?		
Exact location of the site benchmark?		
Exact level of the site benchmark?		
Is the site benchmark good for construction and confirmed with the drawings given to site?	<input type="checkbox"/> Yes / <input type="checkbox"/> No	(PMC Signature)

Remarks:

In case of more than one site benchmarks it is mandatory to fill one checklist for one site benchmark. Every site benchmark should have supporting documents before the levels are referred for construction. Self established and created heights /levels from

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Checks for Quality Work

Quality Control

Checks to Earthwork

Object:

Location:

To Be Checked	Result	Remarks/Clarification
Name, date and number of the drawing?		
Storage possibility for excavated earth?		
Removal of superficial mass of earth excavated (storage, intermediary storage)?		
Access routes?		
Trees?		
Is it possible to deploy the larger excavation machinery?		
Are safety measures required for the neighbouring construction activities?		
Are all the requirements met for maintaining dewatering?		
Is it possible to employ water pumps?		
Is excavated with slope beyond 1,25 m or there are steps provided?		
Is the excavation barricaded at a distance of 1 meter?		
Has the point of height indicator installed and if so, what heights are marked?		
What is the depth to be excavated (level of the construction sohling)?		
Are the marking pillars safely barricaded or protected to avoid any disturbance of marking points?		
How is the compacting of the backfilled earth done (layerwise, plate rammer, water pouring)?		
Has the consultant inspected the site before the footingworks have started ?		

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Checks for Quality Work

Quality Control

Checks to Formwork

Object:

Location:

To Be Checked	Result	Remarks/Clarification
Name, date and number of the drawing?		
General status/preparation of the place for starting formwork (backfilling/compaction/leveling, all material available)?		
Whether the required barricading and safety measures taken?		
Whether the area is compatible with the drawings that are provided?		
Required tools must be available at site to ensure correct work. Check the tools of the carpenter gang, basics are: hammer, hand saw, line dori, spirit level, measurement tape, tube level, right angle, plumb, crowbar, chipping tools, broom, aluminium stai		
Is the shuttering material (sheets, ply wood, column boxes) properly cleaned before using?		
Is the foamstrip around the column starter in place to avoid slurry leakages?		
What is the correct level of the slab and beam shuttering given in the drawing?		
Is the complete shuttering (c-clamps, cup locks, base plates, u-heads, tie rods, acro spans, runners, ply wood, sheets, props, jacks) checked for proper fixing and sufficient support to enable withstand the load while concreting (concrete, reinforcement,)		
Is the shuttering checked for vertical and horizontal alignment?		
Are all required cut outs and shaft openings in place and checked for correct measurement?		
Is the shuttering cleaned, the brown tape in place and the oil properly applied?		
Is the deshuttering time as per specification (project incharge) and is the deshuttering done in an orderly, safe manner (helmets, stacking and shifting of material)?		

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Checks for Quality Work

Quality Control

Checks to Reinforcement

Object:

Location:

To Be Checked	Result	Remarks/Clarification
Name, date and number of the drawing?		
General status/preperation of the place for starting reinforcement (shuttering complete, cleaned, oiled, taped)?		
Whether the required barricading and safety measures taken?		
Whether the area to be reinforced compatible with the drawings that are provided?		
Required tools must be available at site to ensure correct work. Check the tools of the barbender gang, basics are: binding wires and twister, steel cutter, crowbar, measurement tape, marking stick, chalk, levers of varying sizes, chipping tools, hammer		
Is the reinforcement kept ready on wooden runners to keep them clean?		
Is the reinforcement free from oil, mud, grease and other forms of contaminations?		
Is the overlapping ensured and the vertical laps are staggered (column dowels)?		
<u>Is the anchoring (end bearing of rods) completely checked and proper?</u>		
Are the dowels for columns, beams and slabs correctly ensured and checked for proper length?		
Are the required hooks fixed (for further column and slab shuttering) and is the chair height for the upper layer of reinforcement correct (ensure also sufficient concrete cover for upper reinforcement)?		
Is the reinforcement done as per specification and as per drawing (size, length, spacing between the bars correct)?		
Are coverblocks provided and fixed in a systematically correct manner and as per specifications (not more than 2 per cent of the area to be concreted)?		
When ever reinforcement needs to be fixed with lock set ensure that the hole is deep enough (at least 5 times the diameter) and clean, the lock set must be properly mixed and the reinforcement turned into the fresh lock set.		
Has the consultant inspected the reinforcement before the concreting has started?		
Are the steel scrap and the rings used for bundling collected in a safe place to avoid any accidents?		

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Checks for Quality Work

Quality Control

Checks to Concreting

Object:

Location:

To Be Checked	Result	Remarks/Clarification
General status/preperation of the place for starting concreting (shuttering and reinforcement complete)?		
Whether the required barricading and safety measures taken?		
Required tools must be available at site to ensure correct work. Check the tools before start with concreting, basics are: trowels, shovels, line dori, hammer, brushes, buckets, aluminium straight edge, gum boots, vibrator		
Are the additional bottom supports to the beams and slabs in place (span 3m-8m one support, >8m two supports), Post Tensioning Slab 3m by 3m?		
Are the vibrators checked before starting the concreting?		
Is cement slurry provided for column top, construction joints and starters?		\
Is a slope chipped and cerabond applied when you connect an old slab with new slab?		
Are all the labourers wearing gum boots while concreting?		
Use the markings on the column dowels along with a line dori to maintain a correct concrete level. What is the level to be concreted?		
In case of screed-concrete install bullmarks with a leveling instrument, make the surface wet and ensure a perfect screed level while concreting.		
If the depth to be concreted is more than 500 mm, then concrete in layers.		
Keep jute cloth or tarpaulin sheet ready to protect the concrete surface against sun, wind or rain.		
Is the concrete properly compacted with a vibrator or done manually (in case of a vibrator move the vibrator properly, take the needle fast in and slow out, and vibrate till no air bubbles appear to the surface)?		
Are test cubes casted (site lab)?		
Is the concrete after deshuttering dimensional accurate or is there any bulging in the concrete face?		
Is the curing ensured (start 3 hours after concreting) for at least 7 days?		

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Checks for Quality Work

Quality Control

Checks to Blockwork

Object:

Location:

To Be Checked	Result	Remarks/Clarification
Name, date and number of the drawing?		
General status/preperation of the place for starting blockwork?		
Whether the required barricading and safety measures taken?		
Whether the area is compatible with the drawings that are provided?		
Are any necessary trades/works pending?		
Are there any specific requirements of the client to be looked in to?		
Required tools must be available at site to unsure correct work. Check the tools of the mason gang, basics are: trowels, line dori, spirit level, measurement tape, tube level, right angel, plumb, chipping tools, hammer, brushes, buckets, water barrel, alu		
Is the concrete surface beam/column hacked with a minimum of 80 hacking/sq.ft and provided with cement slurry?		
Is the surface and the stones wet and free from dust, oil and all forms of contaminations?		
Is the mortar mixed to given specifications and with the help of a sand siev / measurement box? Is water provided in equal measurements per mixing?		
The required door/windows opening measurements?		
Is the minimal load bearing area of 20 cm for lintels ensured?		
Is it required to fill the first course of hollow blocks with mortar (for chipping to fix skirting)?		
Are the required anchor dowels in place (windowsill, nibwall)?		
Is each course of the blockwork done with the help of a line dori?		
Is the masonry wall being erected to given specifications, to plumb and in line? Is the v-groove in place (inside and outside)?		
Attention: Always close the blockwork with V-grooves; especially in the externally visible masonry wall areas. Always ensure to maintain an optically clean masonry wall (last row!!)		

normal; done; yes; no; OK; none; to be missing; to remove

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Checks for Quality Work

Quality Control

Checks to Plastering

Object:

Location:

To Be Checked	Result	Remarks/Clarification
General status /whether sufficient place available for starting plastering?		
Whether the required barricading and safety measures taken?		
Whether the area is compatible with the drawings that are provided?		
Increased requirements on the tolerance (renovar painting)?		
Are there any specific requirements of the client to be looked in to?		
Preconditions of other works completed: >plumbing work? >elec. work? >a/c work? >fire alarm? >access control?		
Required tools must be available at site to ensure correct work. Check the tools of the mason gang, basics are: trowels, finishing boards, sponge, line dori, spirit level, tube level, plumb, chipping tools, hammer, brushes, buckets, water barrel, aluminiu		
Is the fire galvanised rhombus mesh technically correct and proper installed as per site instruction (on junction BW/concrete either beam or column)?		
Is the BW cured for at least 5 days?		
Is the surface wet and free from dust, oil and all forms of contaminations?		
Is the bullmarking complete and the plumb correct?		
Is the concrete surface beam/column hacked with a minimum of 80 hackings/sq.ft?		
Is the mortar mixed to given specifications and with the help of a sand siev / measurement box? Is water provided in equal measurements per mixing?		
What is the clear opening measurement for the doors (as per the requirements of the SIPL/granite masons)?		
The kind of finishing required?: >normal sponge finish (pop applic.)? >rough finish (tile applic./1st coat)? >smooth, even finish (textured coatings)?		
Are the corner beedings in place and plumb?		
Is the wall being plastered to given specifications, to plumb and even?		

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Checks for Quality Work

Quality Control

Checks to Tilework (Floor)

Object:

Location:

To Be Checked	Result	Remarks/Clarification
Name, date and number of the drawing?		
General status/preperation of the place for starting tilework?		
Is the surface free from dust, oil and other contaminations?		
Ensure tile code and tile name.		
Are any necessary trades/works pending (elec. Work, plumbing)?		
Are there any specific requirements of the client to be looked in to?		
Required tools must be available at site to unsure correct work. Check the tools, basics are: trowels, measurement tape, pencil, rubberhammer, tile cutter, line dori, spirit level, tube level, right angel, plumb, chipping tools, hammer, brushes, buckets,		
Are the tiles made moist before placing in mortar?		
Is the tile surface plumb (deviation should not exceed 2mm for every 1,2m) and square?		
Have you checked the edges for straightness?		
Are the tile surface even and in one level (unevenness should not exceed 2mm for every 1,2m of a tiled surface)?		
Are the tile joints not more than 3 mm in width and are they properly aligned?		
Is there any hollow sound on the tile when tapped with fingers?		

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Checks for Quality Work

Quality Control

Checks to Tilework (Walls)

Object:

Location:

To Be Checked	Result	Remarks/Clarification
Name, date and number of the drawing?		
General status/preperation of the place for starting tilework?		
Is the surface free from dust, oil and other contaminations?		
Ensure tile code and tile name.		
Are any necessary trades/works pending (elec. Work, plumbing)?		
Are there any specific requirements of the client to be looked in to?		
Required tools must be available at site to unsure correct work. Check the tools, basics are: trowels, measurement tape, pencil, rubberhammer, tile cutter, line dori, spirit level, tube level, right angel, plumb, chipping tools, hammer, brushes, buckets,		
Are the tiles made moist before placing in mortar?		
Is the tile surface plumb (vertical deviation should not exceed 2mm for every 1,2m hight) and square?		
Have you checked the edges for straightness?		
Are the tile surface even and in one level (unevenness should not exceed 2mm for every 1,2m lenth of a tiled wall surface)?		
Are the tile joints not more than 3 mm in width and are they properly aligned?		
Is there any hollow sound on the tile when tapped with fingers?		

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Checks for Quality Work

Quality Control

Checks to Granite Work

Object:

Location:

To Be Checked	Result	Remarks/Clarification
Name, date and number of the drawing?		
General status/preperation of the place for starting granite work?		
Are any necessary trades/works pending?		
Are there any specific requirements of the client to be looked in to?		
Required tools must be available at site to unsure correct work. Check the tools before the work get start, basics are: rubber hammer, trowels, measurement tape, pencil, line dori, spirit level, tube level, right angel, plumb, chipping tools, hammer, brus		
Is this laying procedure followed:		
>remove all loos particles from the exising rough floor finish, the floor must be free from dust, oil and other contaminations and also made moist. Provide a cement slurry (cement and water) for bonding a semi dry screed to the floor		
>screed the floor to the required level and compact the surface with a long wooden trowel or an aluminium straight adge so that no loos mortar is left on the surface (screed should be mixed 1:6)		
>to fix the tile/granite on the screed use a buttering cement slurry along with a rubber hammer		
Is the work carried out to plump and horizontally to line (Liftcladding, skirting, granite border, doorjamb, sill granite etc.)?		
Are the joints properly aligned?		
The finished surface should be level. Is there any appraciable depression or protrusion when you pulled a pice of string over the surface?		
Are all the layed floor granite properly covered (plastic sheet, pop) and barricaded to avoid any damages?		

normal; yes; no; OK; none; to be missing; to remove

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Checks for Quality Work

Quality Control

Checks for gypsum works (wall and ceiling)

Object:

Location:

To Be Checked	Result	Remarks/Clarification
Name, date and number of the drawing?		
Whether the required barricading and safety measures taken?		
Preconditions of other works completed:		
>elec. work?		
>a/c work?		
>fire alarm?		
>access control?		
Are there any specific requirements of the client to be looked in to?		
Required tools must be available at site to ensure correct work. Check the tools, basics are: trowels, hand sponges, putty blades, blade cutter, measurement tape, pencil, line dori, spirit level, tube level, right angle, plumb, aluminium straight edge		
Before the gypsumboard is brought on, check if the design of the channels is plumb and horizontal (wall and ceiling)?		
In case of ceiling whether sufficient supports in place?		
The required opening measurement for the doors and windows?		
Are all bulkheads cladded to plumb, horizontally and to right angles?		
Is there any undulation in the ceiling or partition visible (check with a halogen spotlight)?		
Is the fibre tape being fixed during the joint filling?		

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Checks for Quality Work

Quality Control

Checks to Punning

Object:

Location:

To Be Checked	Result	Remarks/Clarification
General status/preperation of the place for starting punning?		
Whether the required barricading and safety measures taken (safe scaffolding)?		
Is there any impediment that could hamper the work?		
Is the surface which is to be plastered with pop free from dust, oil and all forms contaminations?		
Are there any specific requirements of the client to be looked in to?		
Preconditions of other works completed:		
>plumbing work?		
>elec. work?		
>a/c work?		
>fire alarm?		
>access control?		
Required tools must be available at site to ensure correct work. Check the tools, basics are: floating trowels, aluminium straight edge, line dori, spirit level, tube level, right angle, plumb, chipping tools, hammer, brushes, buckets, water barrel		
Is the plaster cured for at least 5 days?		
Is the bullmarking complete and the plumb correct?		
Is the fibre mesh going to be installed at critical junctions like gypsumboard/punning?		
Are the corner beedings in place and plumb?		
Are the beambottoms, windowjambs, corners and edges plastered at right angles and checked for plumb?		
Are the electrical boxes cleaned properly and are the edges finely worked on?		
Is the surface horizontally and vertically perfect?		
Are ridges or trackmarks visible and is there any tiny hairline crack in the punned surface?		

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Checklist for Sunken Slab Waterproofing		
Project:		
Block:	Flat:	Toilet/Balcony No.:
Activity	Work Sequence	
A; Surface Preparation :	1	All masonry works completed
	2	Plumbing Chasing Completed
	3	Hacking is done at the haunching area and around the cut-out
	4	Surface is free from undulations and sharp edges and haunching is done using the template as per the requirement
Signature of the Concerned Activity Incharges when OK (with date):		
B; Primer Application :	1	Primer is applied completely to the entire area without any left out portion and allowed to dry
Signature of the Concerned Activity Incharges when OK (with date):		
C; Bitumen Sheet torching :	1	The bitumen torched surface is free from hollowness and any damage and with an overlap of 100 mm
	2	The vertical face of the bitumen sheet is made rough with sand pasting to get rough surface for plastering
Signature of the Concerned Activity Incharges when OK (with date):		
D; Screed or Protective Concrete :	1	Concreting is done with the required slope towards the cut-out
	2	10 cm bitumen sheet around the cutout area is clearly visible after Screed
Signature of the Concerned Activity Incharges when OK (with date):		
E; Floor Plumbing :	1	Minimum required spacing between pipes and between floor and pipe are maintained (5 cm)
	2	No concrete heap near the cut-out
Signature of the Concerned Activity Incharges when OK (with date):		
F; Bore Packing :	1	Similar grade concrete as the cut-out beam is being used
	2	Cera-Bond EP is applied on all the faces of cut-out
	3	Bore packing is done by the Waterproofing agency or skilled masons
	4	Spout pipe is fixed 1" above the slab.
	5	Curing is done for the required period (1-2 days)
Signature of the Concerned Activity Incharges when OK (with date):		
G; Brush-on Coating at the Bore Packing :	1	The cut-out area shows the 100 mm overlap.
	2	The plumbing pipes are made clean using sand paper.
	3	The approved coating is applied without any pin hole
	4	Required thickness and numbers of coating is applied
Signature of the Concerned Activity Incharges when OK (with date):		
H; Pounding Test :	1	Spout Pipe is temporarily blocked
	2	Water is ponded above the cut-out area
	3	24 hrs the water was allowed over that area
Signature of the Concerned Activity Incharges when OK (with date):		
I; Inspection for Leakage:	1	Around the cut-out
	2	Below the slab
Signature of the Concerned Activity Incharges when OK (with date):		

<u>Checklist for Under -Tile Waterproofing</u>		
Project:		
Block:	Flat:	Toilet No.:
Activity	Work Sequence	
I. Wall Waterproofing :		
A; Surface Preparation :	1	The Waterproofing area is Free from undulation, broken edges etc.,
	2	The plastered wall is to be plumb (Upto Skirting Level)
	3	All the loose particles from the Plastered surface are being removed by putty blade.
	4	The entire surface is free from dust.
	5	The area to be waterproofed is marked with masking tape (2.1m shower area & 0.3m other)
Signature of the Concerned Activity Incharges when OK (with date):		
B; Primer Application (Depending on Waterproofing Agency) :	1	Primer is applied completely to the entire area without any left out portion and allowed to dry
Signature of the Concerned Activity Incharges when OK (with date):		
C; Mixing of the Waterproofing material (other than Ready mix Murexin) :	1	The mixing of different waterproofing compound is done as per the manufacturer's guidelines.
Signature of the Concerned Activity Incharges when OK (with date):		
D; Reinforcing Strip :	1	Caulking strip/Fibre Mesh of available width is kept in all vertical and horizontal corners and around the wall plumbing pipes (Not on the extension nipple)
	2	The Reinforcing Strip is properly embedded in the corner without forming any gap between wall.
Signature of the Concerned Activity Incharges when OK (with date):		
E; First Coat :	1	Brush-on Waterproofing is done with clean Roller or Brush
	2	The entire surface is covered completely with first coat of waterproof without any pin holes
	3	The First coat is completely dry.
	4	After the surface is dry the first coat is mentioned with date and time (Number of coat-Date-Time) with the permanent marker.
Signature of the Concerned Activity Incharges when OK (with date):		
F; Second Coat :	1	The second coat is applied covering the entire surface.
	2	After the surface is dry the Second coat is mentioned with date and time (Number of coat-Date-Time) with the permanent marker.
Signature of the Concerned Activity Incharges when OK (with date):		

<u>Checklist for Under -Tile Waterproofing</u>		
Project:		
Block:	Flat:	Toilet No.:
Activity	Work Sequence	
II. Floor Waterproofing :		
A; Area Preparation :	1	The wall tile is completed except the skirting level
	2	The floor area is clean from dust and the surface totally free from undulation etc.,
Signature of the Concerned Activity Incharges when OK (with date):		
B; Primer Application (Depending on Waterproofing Agency) :	1	Primer is applied completely to the entire area without any left out portion and allowed to dry
Signature of the Concerned Activity Incharges when OK (with date):		
C; Mixing of the Waterproofing material (other than Ready mix Murexin) :	1	The mixing of different waterproofing compound is done as per the manufacturer's guidelines.
Signature of the Concerned Activity Incharges when OK (with date):		
D; Reinforcing Strip :	1	The reinforcing strip is kept all around the plumbing pipes in the floor and taken above the EWC pipe
	2	The Reinforcing Strip is properly embedded in the corner without forming any gap between wall.
Signature of the Concerned Activity Incharges when OK (with date):		
E; First Coat :	1	Brush-on Waterproofing is done with clean Roller or Brush
	2	The entire surface is covered completely with first coat of waterproof without any pin holes
	3	The First coat is completely dry.
	4	After the surface is dry the first coat is mentioned with date and time (Number of coat-Date-Time) with the permanent marker.
Signature of the Concerned Activity Incharges when OK (with date):		
F; Second Coat :	1	The second coat is applied covering the entire surface.
	2	After the surface is dry the Second coat is mentioned with date and time (Number of coat-Date-Time) with the permanent marker.
Signature of the Concerned Activity Incharges when OK (with date):		

Checks for Quality Work

Quality Control

Checks for Safety and Housekeeping

Object:

Location:

To Be Checked	Result	Remarks/Clarification
General status of safety and orderliness in the area to be checked?		
Are the workers wearing their helmets and safety belts when ever required?		
Are all openings (shafts, doors, balkonys) and cut outs safely barricaded or covered?		
Is the saircase area barricaded?		
Is the toilet area inspected daily for cleanliness?		
Are the ladder acces areas on the floor safely accessable and the ladders checked for damages?		
Are all the layed floor tiles/granite properly covered to avoid any damages?		
Is the cleaning up taking place on a daily and orderly manner?		
Are the debris being cleared on a daily basis and moved out of the site?		
Are the trenches and excavations properly barricaded?		
Is the construction material properly stacked or removed to a collection point?		
Are safety nets required espacially in the staircase openings?		
Is there sufficient lighting provided for, on site (staircase, hoist)?		
Are warning and direction sign boards readable and recognizable (clean, orderly fixed)?		
Are the scaffoldings safely erected, anchored to the building and is there a proper support to the bottom?		
Is there an orderly and safe access route to the site and all floors ensured?		
Problems/recommendations with regard to safety, cleanliness and orderliness on site?		

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Checks for Quality Work

Quality Control

Checks to Chamber

Object:

Location:

To Be Checked	Result	Remarks/Clarification
Name, date and number of the drawing?		
General status/preperation of the place for starting Brickwork?		
Whether the required barricading and safety measures taken?		
Whether the area is compatible with the drawings that are provided?		
Are any necessary trades/works pending?		
Are there any specific requirements of the client to be looked in to?		
Required tools must be available at site to unsure correct work. Check the tools of the mason gang, basics are: trowels, line dori, spirit level, measurement tape, tube level, right angel, plumb, chipping tools, hammer, brushes, buckets, water barrel, alu		
Is the concrete surface beam/column hacked with a minimum of 80 hacking/sq.ft and provided with cement slurry?		
Is the surface and the stones wet and free from dust, oil and all forms of contaminations?		
Is the mortar mixed to given specifications and with the help of a sand siev / measurement box? Is water provided in equal measurements per mixing?		
The required door/windows opening measurements?		
Is the minimal load bearing area of 20 cm for lintels ensured?		
Is it required to fill the first course of hollow Bricks with mortar (for chipping to fix skirting)?		
Are the required anchor dowels in place (windowsill, nibwall)?		
Is each course of the Brickwork done with the help of a line dori?		
Is the masonry wall being erected to given specifications, to plumb and in line? Is the v-groove in place (inside and outside)?		
Attention: Always close the Brickwork with V-grooves; especially in the externally visible masonry wall areas. Always ensure to maintain an optically clean masonry wall (last row!!)		

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