|  |  |  |
| --- | --- | --- |
| **Site Address:** |  | **Plot Number:** |
| **Date of stage inspection:** | **Time of inspection:** |

|  |  |
| --- | --- |
| **Element of construction to be quality checked prior to covering with plasterboard etc.** | **Details of state of construction**  |
| *General – all structural items should be in place and completed namely floors, walls, roof structure (including covering), staircases etc. In addition all services ‘first fix’, should be undertaken or almost complete* | *Developer – to provide contemporaneous notes and photos to record and describe the actual construction undertaken and materials used for each row of questions, to demonstrate that construction meets the requirements of the Technical Manual* |
| **Floors**:All floors in place and constructed to comply with the Building regulations and or the relevant European Standards, check made for:* Holes within floors – fire stopping
* Notching / drilling of joists are within tolerances of the Technical Manual?
* Fixing of boards / floating floors preparation meet the Technical Manual requirements (i.e. not just glued)
* Vapour barriers are installed and adequately sealed at perimeters
* Party floors
* Joints filled
* Correct density
* Floating layer
* Junctions detailed
* Adequate support to internal partitions
* Plasterboard / plain edge board supports
* Correct centres and sizes of joists
* Check for sound insulation

Confirm also:* All screeds have been laid with sufficient time to cure prior to installation of floor coverings and incorporate movement joints where required
 |  |
| **Walls**:All walls to be plumb and structurally stable, checks made for:* DPC’s in place at all openings and linked to DPM at floor
* Restraint straps and noggins in place
* Chasing to walls for sockets and fittings are not excessive
* Party walls:
	+ Joints filled
	+ Junctions detailed
	+ No mix and match of materials
	+ Bearings to joists, lintels and beams
	+ Electrical sockets in timber frame party walls suitably constructed
 |  |
| **Roofs (internally)**:All roofs to be weather tight and structurally stable, checks made for:* Centres and sizes of joists, binders, purlins, struts and or trusses
* Fixings of timbers / members
* Trimming to openings
* Proximity of timbers to chimneys / flues
* Damage and or notching / drilling
* Restraint straps and noggins in place
* Bracing – size, location, and fixing
* Valley, hip and dormer roof details
* Penetrations and weathering
* Party and gable wall cut to profile and fire stopped (where applicable)
* Flue and vent connections
* Felt condition and laps
* Insulation (if fitted at time) – continuity with external wall insulation
* Cross ventilation / warm roof detail

**Roofs (Externally):*** Ensure that the batten sizes, spacing and fixings are compatible with the covering and each other
* All finishes (tiles, slates, lead or felt) should be free from damage, laid to falls where appropriate and finished to basic visual standard
* All coverings should be nailed, fixed, clipped to the correct specification in accordance with the relevant British/ European Standards or the manufacturers’ details
* Coverings and gauge are suitable for pitch
* All flashings and trays are correctly specified and positioned
* Adequate cross ventilation (where required) is provided
* Guttering’s and downpipes are installed correctly and connected to a suitable underground drainage system

**Windows and doors:*** Are frames appropriately fixed and glazing installed correctly
* Confirm gaps between the frames and the structural openings are not excessive (i.e. Max 10mm gap)
 |  |
| **Services** *– generally all services and service paths should be fitted in accordance with the appropriate British Standard and/or governing bodies’ guidance.* |  |
| **Electrical**:Ensure that all works have been installed in accordance with the IEE Regulations. Checks made for:* Location of cable runs within floor and wall constructions – vertical and horizontal from sockets / switches
* Need for earthed protection
* Socket and switch heights
 |  |
| **Gas / solid fuel**:Ensure that all works have been installed by a Corgi registered fitter. Checks made for:* Location and sizing of pipes
* Protection passing through walls / floors
* Damage
* Backfalls
* Connections
 |  |
| **Plumbing**:Ensure all pipes are correctly clipped / fixed and protected. Check made for:* Location and sizing of pipes
* Protection passing through walls / floors
* Damage
* Backfalls
* Connections
* Soil and vent pipes in roof space connect to roof terminals / Anti vac caps installed?
* Ventilation ducts all connected up and connected to appliances and outlets?
 |  |
| **Miscellaneous:*** Staircases – ensure that the staircase has a minimum suitable width, the correct headroom, pitch, riser and going, together with a correctly located and fixed handrail and balustrading
* First fix carpentry in place, plumb and square
* Fireplaces, hearths and chimneys properly constructed
 |  |
| **Conservatories:*** Ensure that they are constructed to the same standard as the remainder of the home and form a weather tight and stable addition to the house
* In addition, ensure that cavity trays are installed as per any other abutment
 |  |
| **Integral garage:** * Ensure that it is finished internally to a reasonable, basic level of decoration appropriate for its intended use.
* It is weather tight not necessarily watertight, 100mm brick wall) and
* Where abutting the house incorporates a suitable cavity tray and flashing
* Ensure fire stopping is complete
 |  |
| **Basements:*** Ensure that all tanking is correctly installed and linked to the cavity tray, DPC and DPM of the above ground structure
* Work is completed to the Waterproofing Specialist design
 |  |