QMP a11.1 - Inspection Checklist Templates Version: previously 2019-09-14 now 2023-02-22

Inspection checklists for many construction quality control inspections are gathered and provided in the **“Checklist Master”** directory. The file names are numbered based on the 2014 Master Format numbering system. These checklists are available for your review and suggested modification so that the Inspection Checklists are edited to comply with plans and specifications for the project at hand, toward the goal of building “right the first time”. The Checklist Master directory includes:

• Mr. Robert Saars’ Quality Control checklists for each Master Format division (**Indicated by “Div” in red color in the file name in the 00 00 00 Master Checklist Outline**) and includes a series of tabs that covers the quality control for different stages of a process. These checklists are provided by an experienced tradesman in the construction field to provide a strong starting place in realization of Inspection Checklists for your task or project.

• Mr. Behrouz Chehrehpardaz checklists (**indicated by “B” and are in green color**) are Task Steps that are best suited for construction inspection checklists by and for a residential and multi-family builder. The Inspection Checklists are best suited for use by Contractors, Site Supervisors and Subcontractors who are working on residential development projects.

**In addition to the available templated Inspection Checklists, each project requires that the Inspection Checklists are reviewed, edited to comply with project plans and specifications. Corrections and additions are needed so that the Inspection Checklists (as well as the work) conforms to project requirements. This is the prime objective of this exercise.**

**With this set of Inspection Checklists in Word so that they can be modified to suit any project, we now have the ability to require subcontractors to search, update and provide Inspection Checklists in accordance with plans and specifications, and/or create new Inspection Checklists to reflect project requirements, drawings, and specifications for their scope of work.**

**If no checklist is suitable, the first Checklist Master (00 00 00) is provided as a template for you to include introductory construction elements, to add project specific information, and refine to become an inspection checklist.**

RFQ “quality requirements” at bid stage provides the GC mandate for inspection checklists to Subcontractors. During the tender process, subcontractors shall rename as “quality commitments” and include with RFQ submittals to the GC. Upon award of contract, a new or updated Inspection checklist which has now been edited toreflect **project requirements, drawings, and specifications** for their scope of work is submitted by the subcontractor**.**

**Inspection Checklists from CloudQM are provided with the following Limitation of liability:**

Any Contractor or Subcontractor (**the Contractor**) agrees to use this Work Method or Inspection Checklist only under the condition that those that wrote, developed, and issued this Work Method or Inspection Checklist are to be held harmless for any errors or omissions, any inaccuracies in content resulting in any damages to property or any injury to any personnel that may be involved. It remains the sole responsibility of the **Contractor** to review any and all items contained in the above Work Method or Inspection Checklist and to make any changes that may be required in order to satisfy any project requirements, drawings, or specification or any regulatory or statutory obligation. As well, the **Contractor** shall review any and all suggested Work Methods and/or Inspection Checklists as contained herein and shall make any changes required and shall submit to the **Issuing Organization** prior to commencement of construction in order to achieve the specified product or to provide a safe work site for all workers involved. Ownership and final responsibility for the use of all Work Methods and Inspection Checklists remains with the **Contractor**.

**Note: It is suggested that with the issue of any and all WMs or Inspection Checklists, that the above Limitation of Liability be included in the issuing submittal.**

The Checklist Master, individual inspection checklists and work methods can be obtained by following the link: <https://turnhamconsultants-my.sharepoint.com/:f:/g/personal/james_turnhamconsultants_onmicrosoft_com/ErbSF9_QSqFOvEFlTh_zOSYBjuy_nG4j3PILJkhIHk5DDg?e=ECKRgM>

The user is instructed to download file(s) to make them yours.

This document utilizes Hyperlinks. To return to the Checklist Master after hyperlinking, click “alt” “left arrow”.

**Table of Contents of Division Sections that are included in the Checklist Master:**

**02.00.00 Existing Conditions**

**03.00.00 Concrete**

**04.00.00 - Masonry**

**05.00.00 - Metals**

**06.00.00 - Carpentry**

**07.00.00 – Thermal and Moisture Protection**

**08.00.00 - Openings**

**09.00.00 - Finishes**

**21.00.00 – Fire Suppression**

**22.00.00 - Plumbing**

**23.00.00 - HVAC**

**26.00.00 - Electrical**

**27.00.00 - Communications**

**28.00.00 – Electronic Safety and Security**

**31.00.00 - Earthwork**

**32.00.00 – Exterior Improvements**

**33.00.00 - Utilities**

**End of Table of Contents**

Note: to return to this table of contents after being hyperlinked to a checklist, simultaneously press alt “left arrow”

See QUICK way to Add (Clickable) Checkboxes in Microsoft Word | Create Checklist in Word

<https://www.youtube.com/watch?v=j5PSz4HzRds>

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150 Inspection Checklist pages have now been deleted in order to streamline this document.

## End of QMP 11.1

End of QMPs