

AIR BARRIER — LAPS AND PENETRATIONS — QUALITY INSPECTION CHECKLIST

QUALITY — ONE PER AREA

The air barrier line — membranes, tapes, sealants, parge coats and the seals at every junction and penetration · hold before finish...

KD-QA-IN-002 Rev A0

How this sheet works: the subcontractor ticks and initials each point as the work is checked. ONE named reviewer — the principal contractor's site manager or quality manager — releases every HOLD POINT on this sheet, all the way to completion. The client, contract administrator or clerk of works signs once, at the end. A stack of these signed at a desk is not evidence — every hold point needs a reading, a photo reference and a date. Issue with the activity RAMS.

1 WHERE — A STRANGER MUST BE ABLE TO FIND THIS AREA FROM THIS SHEET IN FIVE YEARS

BLOCK / BUILDING	LEVEL / FLOOR	ELEMENT / AREA REFERENCE	GRIDLINES	DRAWING AND REVISION
PROJECT / SITE REF	SITE	SPEC CLAUSE / SCHEDULE	SUBCONTRACTOR INSPECTOR	REVIEWER — RELEASES THE HOLD POINTS

2 THE SPECIFIED SYSTEM — FROM THE SPECIFICATION AND THE DRAWINGS, NOT FROM MEMORY

AIR BARRIER LINE AND PRODUCTS (FROM THE DRAWING)	DESIGN AIR PERMEABILITY (M ³ /H·M ² AT 50 PA)	AIR BARRIER DETAILS DRAWING AND REVISION
TAPES, SEALANTS AND GROMMETS SPECIFIED	AIR TEST — WHO AND WHEN	TEST ZONE / DWELLING REFERENCE

3. Air barrier line complete — before finishes cover it

HOLD POINT

The air barrier line on the drawing can be traced continuously round the whole area with a finger on the drawing and on the wall — every change of element (wall to floor, wall to roof, window and door reveals) is joined; the break points listed and closed

Approved Document L

Membrane laps at least the data-sheet width (100 mm is commonly quoted) and taped along the full length with the tape in section 2 on a clean, dry surface; tape rolled firmly; no fishmouths or creases

TDS

Membrane sealed to windows, doors, floors and the structure with the specified tape or sealant; corners and reveals folded or pre-formed as the data sheet shows

TDS · BS 5250

Parge coats and airtight boards continuous with no cracks or unfilled joints; sealed at floor and ceiling junctions and behind service boxes

Approved Document L

Photographed at each junction type with a tape in shot before it is covered — the photographic evidence Approved Document L asks for on dwellings

Approved Document L

BREAK POINTS FOUND / CLOSED	LAP WIDTH MEASURED (MM)	PHOTO REFS BY JUNCTION
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RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS	DATE	HOLD RELEASED BY THE REVIEWER — SIGNATURE			TIME	DATE

4. Penetrations and services

HOLD POINT

Every service penetration through the barrier (pipes, cables, ducts, flues, cable bundles, socket boxes) sealed with the specified grommet, tape or sealant — walked and counted; no unsealed sleeves left for future services

Approved Document L

Socket boxes and ceiling roses on the barrier line airtight boxes or sealed to the barrier as the detail shows; loft hatches and access panels the airtight type with continuous seals

Drawing · TDS

Windows and doors — the frame-to-barrier seal continuous on the inside line; trickle vents and extract terminals are the designed openings, not leaks

Drawing

PENETRATIONS SEALED / FOUND						
RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS	DATE	HOLD RELEASED BY THE REVIEWER — SIGNATURE			TIME	DATE

5. Air test readiness and result

HOLD POINT

- Envelope complete for the test stage the specification names — glazing in, external doors and their seals fitted, all designed openings (vents, flues, extracts) sealed for the test as the method requires, and the barrier line uncovered where a smoke test may be needed BS EN ISO 9972
- Test by the specification's tester to the fan-pressurisation method; result recorded against the design figure in section 2; a result above the target is a non-conformance with the leaks found (smoke pencil or thermal imaging), sealed and the re-test recorded BS EN ISO 9972 - Spec
- Test certificate filed for the Building Regulations submission and KD-QA-CO-001 Practice

TEST DATE / TESTER	RESULT / TARGET (M ³ /H·M ² AT 50 PA)	CERTIFICATE REFERENCE

RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo

SUB SELF-CHECK — INITIALS	DATE	HOLD RELEASED BY THE REVIEWER — SIGNATURE	TIME	DATE

6. Snagging closed and handover

HOLD POINT

- Every snag and non-conformance below closed and re-checked by someone other than the person who fixed it Practice
- Photographs of every covered-up element on this sheet filed against the photo references before the next trade closes it — the evidence the Building Regulations submission and the warranty provider ask for Approved Document L
- Area handed to the next trade on KD-QA-SYS-009 with the outstanding items listed and the instruction not to cut or displace insulation or the air barrier without a repair to this sheet's standard Practice

HANDED TO (TRADE / NAME / DATE)	KD-QA-SYS-009 REFERENCE

RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo

SUB SELF-CHECK — INITIALS	DATE	HOLD RELEASED BY THE REVIEWER — SIGNATURE	TIME	DATE

7 SNAGS FOUND IN THIS AREA — MINOR DEFECTS FIXED AND RE-CHECKED ON THE SHEET

A snag is a defect the trade puts right and someone else re-checks. Anything that fails an acceptance criterion outright, or cannot be fixed in the area, is a non-conformance and goes in the next section instead.

NO.	WHERE (ELEMENT / POSITION)	DEFECT FOUND	FIXED BY / DATE	RE-CHECKED BY / DAT...	OK?

8 NON-CONFORMANCES FOR THIS AREA — ONE BLOCK PER NCR; CLOSED BY SOMEONE OTHER THAN THE FIXER

NCR 1 — REFERENCE POINT OWNER (NAMED PERSON) DUE STATUS

WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT

CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN

FIXED BY / DATE

RE-INSPECTED BY (NOT THE FIXER) / DATE

PHOTO REF(S)

NCR 2 — REFERENCE POINT OWNER (NAMED PERSON) DUE STATUS

WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT

CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN

FIXED BY / DATE

RE-INSPECTED BY (NOT THE FIXER) / DATE

PHOTO REF(S)

NCR 3 — REFERENCE POINT OWNER (NAMED PERSON) DUE STATUS

WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT

CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN

FIXED BY / DATE

RE-INSPECTED BY (NOT THE FIXER) / DATE

PHOTO REF(S)

9 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

PHOTO REF	POINT	WHAT IT SHOWS (LOCATION, ELEMENT, READING VISIBLE)	DATE / TIME	TAKEN BY

10 NOTES FOR THIS AREA

ANYTHING THE NEXT PERSON NEEDS TO KNOW — AGREEMENTS, DEVIATIONS FROM THE SPECIFICATION, ACCESS LIMITS, ITEMS CARRIED TO THE NEXT VISIT

11 RELEASE

The reviewer confirms every hold point on this sheet was released and every snag and non-conformance is closed; the client, contract administrator or clerk of works then signs once. This sheet goes in the handover file with the photos it references.

Subcontractor — work complete and self-checked:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

Reviewer — all hold points released, all snags and non-conformances closed:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

Client / contract administrator / clerk of works — final sign-off:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-08-29	first-issue	First issue.	— not yet approved —
A0	2026-08-29	review	Approved for issue by the author. Content unchanged from the draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.