

ASBESTOS ENCLOSURE AND SMOKE TEST — QUALITY INSPECTION CHECKLIST

QUALITY — ONE PER AREA

Licensed removal · enclosure built to the plan of work, smoke-tested and sealed before any removal, negative pressure running a...

KD-QA-AR-001 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	ENCLOSURE REF / AREA	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

PLAN OF WORK REF AND REV	NOTIFICATION REF AND DATE (TO THE ENFORCING AUTHORITY)	ASBESTOS-CONTAINING MATERIALS TO BE REMOVED (TYPE / ...)
ENCLOSURE SIZE (M²) AND CONSTRUCTION (SHEETING GAUGE, FRAMING)	NEGATIVE PRESSURE UNITS (NUMBER / CAPACITY) AND AIR CHAN...	DECONTAMINATION UNIT REF AND CONNECTIO...

3. Enclosure construction — to the plan of work

HOLD POINT

Enclosure built of the sheeting gauge and framing the plan of work states; all joints taped and sealed; floor sheeted and sealed to the walls; every penetration of the enclosure sealed	HSG247 · CAR 2012
Three-stage airlock and baglock in the positions the plan shows, flaps hung to close; viewing panels fitted so the work can be seen from outside	HSG247
Decontamination unit connected as the plan states (direct or transit with the transit route sealed and signed); water, power and waste-water filtration working	HSG247 · CAR 2012
Warning signs at every approach; the area outside the enclosure cleared of anything that cannot be cleaned; services within the enclosure isolated under the site permit	CAR 2012
ENCLOSURE BUILT BY / DATE	PHOTO REFS (ENCLOSURE, AIRLOCKS, DCU)
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. Smoke test — witnessed, leaks sealed, retested

HOLD POINT

Smoke test carried out with the negative pressure units off and the enclosure filled with smoke; every seam, penetration, airlock and floor junction watched from outside; every leak marked, sealed and the test repeated until no smoke escapes	HSG247
Test witnessed by the supervisor and by the analyst or the client's representative where the plan of work requires; witnesses named below	HSG247 · CAR 2012
Smoke test recorded with the date, time, result and photographs; the enclosure is not entered for removal until this point is released	HSG247
TEST DATE / TIME / RESULT	WITNESSED BY (NAMES / ROLES) LEAKS FOUND AND SEALED (NUMBER / WHERE)
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. Negative pressure and readiness for removal

HOLD POINT

- ☐ Negative pressure units running with pre-filters fitted, exhausting outside the building or to the location the plan states; the air changes per hour and pressure differential the plan requires achieved and recorded HSG247 · CAR 2012
- ☐ Negative pressure monitored and logged at the interval the plan states; an alarm or check that shows loss of pressure HSG247
- ☐ RPE face-fit records and medical surveillance current for everyone entering; the supervisor's licence-holder authority on site; the removal method and controls as the plan of work CAR 2012 · HSG247
- ☐ Reviewer released the enclosure for removal on the evidence above; nothing is removed before this release Practice

PRESSURE DIFFERENTIAL / AIR CHANGES ACHIEVED

PRESSURE LOG REF

RELEASED FOR REMOVAL BY / DATE / TIME

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 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 / DATE...	OK?

7 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)

8 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

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

9 NOTES FOR THIS AREA

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

10 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.