

ASPHALT AND MACADAM SURFACING — QUALITY INSPECTION CHECKLIST

QUALITY — ONE PER AREA

Base accepted, delivery temperatures, layer thickness and joints measured · one sheet per area or layer

KD-QA-EW-003 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	AREA / ROAD REF / LAYER	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

PAVEMENT CONSTRUCTION DRAWING AND REVISION	LAYERS AND THICKNESSES (DRAWING)	MIX DESIGNATION PER LAYER (SPECIFICATION)
MINIMUM DELIVERY AND ROLLING TEMPERATURES (SUPPLIER DATA)	JOINT TREATMENT (SPECIFICATION)	BOND / TACK COAT SPECIFIED

3. Base and tack coat

HOLD POINT

Underlying layer or sub-base released on KD-QA-EW-001 or this sheet for the previous layer; surface clean, dry and swept; ironwork set to the finished level; tack coat of the product in section 2 applied at the rate stated and broken before laying

BS 594987 · Spec

BASE RELEASE REF / TACK COAT RATE

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. Delivery — tickets and temperatures

HOLD POINT

Every load's ticket shows the mix designation in section 2; the temperature in the lorry measured on arrival and not below the minimum in section 2; loads below it rejected and recorded

BS 594987

Laying continuous with no material held beyond the time the supplier states; sheeted lorries in cold weather

BS 594987

TICKET / MIX / TEMPERATURE ON ARRIVAL (PER LOAD)

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. Laying and thickness

HOLD POINT

Each layer laid by paver to the thickness in section 2 — checked by dipping behind the paver at the frequency the specification states and the readings recorded; hand laying only where the specification allows

BS 594987

Surface course levels and falls to the drawing; no ponding; surface regularity within the specification tolerance under a 3 m straightedge

BS 594987 · Drawing

LAYER THICKNESS READINGS (MM) / WORST REGULARITY

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. Compaction and rolling

CHECK & RECORD

- ☐ Rolling started while the mat is above the minimum rolling temperature in section 2 and completed before it falls below the figure stated; roller type and passes as the specification; no roller marks, tearing or crushing of aggregate BS 594987
- ☐ Cores or density tests where the specification requires; results recorded Spec

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

SUB SELF-CHECK — INITIALS DATE

7. Joints and edges

CHECK & RECORD

- ☐ Longitudinal and transverse joints treated as section 2 — cut back to sound material, painted, and rolled hot; joints staggered between layers by the distance the specification states; edges against kerbs and ironwork sealed BS 594987

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

SUB SELF-CHECK — INITIALS DATE

8. Opening to traffic

CHECK & RECORD

- ☐ No traffic until the surface has cooled to the temperature the specification states; the time recorded; line marking (KD-QA-EW-006) not before the period the specification allows BS 594987

OPENED TO TRAFFIC (DATE / TIME / SURFACE TEMPERATURE)

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

SUB SELF-CHECK — INITIALS DATE

9 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?

10 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
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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
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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
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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)

11 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

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

12 NOTES FOR THIS AREA

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

13 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.