

BENCHMARK AND SAMPLE APPROVAL RECORD

The first finished area or mock-up that sets the standard for the rest

QUALITY — ONE PER BENCHMARK

KD-QA-SYS-004 Rev A0

A benchmark is the first installed area, mock-up or sample panel agreed as the standard every later area is judged against. Record where it is, what was agreed, the conditions it was viewed under and who agreed it. Identify it as a hold point on the package cover sheet: general work does not start until this is signed.

1 WHAT THE BENCHMARK IS

PROJECT / SITE REF	SITE	PACKAGE / TRADE	REVIEWER
BENCHMARK REF	ELEMENT / SYSTEM	LOCATION (BLOCK / LEVEL / ROOM / GRID)	SIZE
WHAT WAS AGREED AS THE STANDARD — COLOUR, TEXTURE, FINISH, TOLERANCES, JOINT WIDTHS, FIXINGS VISIBLE OR NOT			

DEVIATIONS ACCEPTED, AND ANYTHING SPECIFICALLY REJECTED

VIEWED UNDER (LIGHTING / DISTANCE / WEATHER)	PHOTO REFS	DATE AGREED	APPLIES TO (AREAS / ELEVATIONS)
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2 RELEASE

All three sign. Once signed, an area that matches this benchmark passes; an area that does not is a non-conformance.

Subcontractor:					
PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME
Reviewer:					
PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME
Client / contract administrator / clerk of works:					
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	2026-08-28	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.