

BOND, PLUMB, LINE, JOINTS AND MOVEMENT JOINTS — QUALITY INSPECTION CHECKLIST — QUALITY — ONE PER AREA

The wall measured against the tolerances — plumb, line, level, joint thickness, movement joints where the drawing shows them — ... KD-QA-BM-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	ELEVATION / WALL / GRIDLINES	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

WALL DRAWINGS AND REVISION	TOLERANCES FROM THE SPECIFICATION (PLUMB / LINE / LEVEL)	JOINT THICKNESS AND PROFILE SPECIFIED
MOVEMENT JOINT POSITIONS AND WIDTH (DRAWING)	JOINT FILLER AND SEALANT SPECIFIED	SLIDING TIES ACROSS MOVEMENT JOINTS (TYP...

3. Plumb, line and level — measured

HOLD POINT

Plumb measured with a level or plumb line at every corner, jamb and at 3 m intervals — within the tolerance in section 2, and in any case within ± 20 mm in any one storey and ± 50 mm over the full height of three storeys or more; the worst reading recorded	BS EN 1996-2 · NHBC 6.1
Straightness on plan and in the bed measured with a 2 m straightedge and a line — within the tolerance in section 2, and in any case within ± 10 mm in 1 m and ± 50 mm in 10 m; the worst reading recorded	BS EN 1996-2
Bed joints level across the elevation and lining through at openings and corners; the wall thickness within ± 5 mm of the drawing	BS EN 1996-2 · BS 8000-3
WORST PLUMB / LINE / LEVEL READING AND 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	

4. Joints

CHECK & RECORD

Bed and perpend joints of the thickness in section 2 — measured over ten courses; perpend full, plumb and lining through vertically; no joints filled or pointed after laying except as the specification allows	BS 8000-3					
Joints finished to the profile in section 2 at the right stiffness; colour and texture consistent with the benchmark panel	BS 8000-3 · Spec					
RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS	DATE					

5. Bond and facework

CHECK & RECORD

Bond as specified with no straight joints, no cuts smaller than the specification allows, and closers and specials where the drawing shows them; blend of units from at least three packs so no banding shows	BS 8000-3 · Spec					
Facework viewed from 3 m in daylight — no chipped arrises, no smeared mortar, no variation from the benchmark panel beyond what was agreed on KD-QA-SYS-004	Spec					
RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS	DATE					

6. Movement joints

HOLD POINT

- Movement joints at every position and of the width in section 2 — measured; continuous through the full height and through copings, sills and lintels where the drawing shows

PD 6697 · Drawing
- Joint filler of the product specified for the full depth, with the sealant applied later on a backing rod to the depth the data sheet states; sliding ties across the joint at the spacing in section 2

PD 6697 · TDS
- No mortar, ties or debris bridging the joint

PD 6697
- MOVEMENT JOINT WIDTHS MEASURED (MM) / POSITIONS

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. Protection of finished masonry

CHECK & RECORD

- Facework protected from mortar splash, scaffold splash and staining — boards at scaffold level, sills and copings covered; mortar snots removed the same day

BS 8000-3
- No cleaning with acid unless the specification allows it and the data sheet names the product; a trial area agreed first

Spec · TDS

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS

DATE

8 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?

9 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)

10 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

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

11 NOTES FOR THIS AREA

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

12 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.