

BUILT-UP AND COMPOSITE METAL CLADDING — LINER, SPACER, INSULATION, O... QUALITY — ONE PER AREA

Profiled metal wall and roof cladding · liner tray sealed as the air barrier, spacer and insulation to the tested thickness, outer sheet... KD-QA-CL-006 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 / ROOF SLOPE	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

SYSTEM (BUILT-UP / COMPOSITE PANEL) AND DATA SHEET REF	BUILT-UP FROM INSIDE — LINER / SPACER / INSULATION / OUTER	U-VALUE / AIR PERMEABILITY TARGET
FASTENER TYPES, LENGTHS AND PATTERN BY ZONE	PURLIN / RAIL CENTRES AND STRUCTURAL DRAWING REF	LINER TAPE, SEALANT, STITCHER SPACING

3. Materials on site — the tested build-up, nothing else HOLD POINT

Every product is the one on the façade specification and the tested or classified build-up for this wall — panel, insulation, membrane, cavity barrier, bracket, rail and fixing; the declaration of performance or classification report for each referenced; the material approval on KD-QA-SYS-005 referenced Spec · TDS

No substitution of any product in the external wall without the designer's written agreement and, on a higher-risk building, the change-control record; the reference recorded here HRB Procedures

Batch numbers and delivery references recorded; materials stored as the data sheet states and protected from damage TDS

PRODUCT / CLASSIFICATION REPORT REFS	SUBSTITUTIONS AND THEIR CHANGE-CONT...
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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. Purlins, rails and the plane of the substrate HOLD POINT

Purlins and rails the section and centres on the structural drawing, aligned in one plane within the tolerance the cladding data sheet needs; anti-sag bars, cleats and bracing complete Drawing · TDS

Corrosion protection undamaged; holes for fasteners not pre-drilled oversize; the eaves beam, verge and openings trimmed as drawn Drawing

WORST OUT-OF-PLANE READING (MM) 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

5. Liner and air seal

HOLD POINT

Liner sheets laid with side laps stitched at the spacing in section 2 and a continuous sealant tape in every side lap and end lap; laps in the direction the data sheet states

TDS

Liner sealed to the structure at eaves, ridge, verges, base and around every opening with the specified tape or sealant — this is the air barrier and it is photographed before the spacer covers it

TDS · Spec

Every penetration of the liner sealed as the detail; no unsealed cuts

TDS

LINER SEAL PHOTO REFS

SIDE-LAP STITCHER SPACING MEASURED (MM)

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. Spacer and insulation

HOLD POINT

Spacer bars and brackets at the centres the data sheet states with their thermal pads; bar height gives the insulation thickness in section 2

TDS

Insulation thickness measured; tightly butted with no gaps, no compression under the bar and no voids at laps, eaves and openings; kept dry

TDS · Spec

Cavity barriers at compartment lines and around openings where the specification requires them, installed to KD-QA-CL-002

Approved Document B

INSULATION THICKNESS MEASURED (MM) / WHERE

KD-QA-CL-002 REF WHERE BARRIERS APPLY

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. Outer sheet and fasteners

HOLD POINT

Outer sheet the profile, gauge, coating and colour specified; sheeting started at the end away from the prevailing wind so side laps face leeward, with side laps and end laps as the data sheet; end laps sealed with the specified sealant

Spec · TDS

Fasteners the type and length in section 2 in the pattern for each zone on the wind-load drawing; driven into the purlin or rail, not into fresh air; washers seated and not over-driven

TDS · Drawing

Side-lap stitchers at the spacing in section 2; sheet cut ends deburred and any cut edge treated as the data sheet; swarf swept off every day

TDS

Composite panels — joint gaskets and sealant as the data sheet; panels undamaged; fire classification of the panel matches the specification

TDS · Spec

FASTENERS COUNTED PER SHEET — EDGE / CORNER ZONES VS DRAWING

PHOTO REFS

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

8. Flashings, trims and openings

CHECK & RECORD

- Ridge, eaves, verge, corner, drip and abutment flashings the profile drawn with filler blocks under every profiled edge; laps sealed and fixed at the spacing the data sheet states

Drawing · TDS
- Openings trimmed and flashed so water runs to the outside; gutter and rooflight interfaces as KD-QA-RO-011 and KD-QA-RO-007

Drawing

TRIMS OUTSTANDING OR DEFECTIVE

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS DATE

9. Records for the golden thread

HOLD POINT

- Every photograph, test result and certificate referenced on this sheet is in the photo log and the handover file for this elevation; the as-built build-up recorded where it differs from the drawing

Practice
- Hold recorded on KD-QA-SYS-002

Practice

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

10 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?

11 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)

12 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

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

13 NOTES FOR THIS AREA

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

14 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	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed 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.