

EXTERNAL SPRAY APPLICATION — QUALITY INSPECTION CHECKLIST

QUALITY — ONE PER AREA

Airless spraying of elevations, render and cladding · wind limit, drift protection, public and vehicles, back-rolling · one sheet per el...

KD-QA-PD-022 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 / SECTION	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

SUBSTRATE	PRODUCT / COATS / THINNING FOR SPRAY	TIP SIZE AND PRESSURE
WIND LIMIT FOR SPRAYING (M/S)	BACK-ROLLED? (Y/N)	DRIFT ZONE — WHAT IS PROTECTED AND HOW FAR

3. Materials on site

HOLD POINT

Products, sheen and colours match the specified system (section 2) and the finishes schedule	Spec
Colour checked against the schedule BEFORE application — a wrong colour applied is the applicator's cost	TDS
Batch numbers recorded; ONE batch per area; tinted colour bought in one lot for the whole job including touch-in	NBS M60 · TDS
Every tin within shelf life; data sheets on site for every product	Spec
Stored dry and frost-free; frost-damaged material not used	NHBC 9.5.3
BATCH NUMBERS (PER PRODUCT)	DELIVERY NOTE / GRN REF

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. Substrate acceptance

HOLD POINT

Substrate accepted as for PD-020 (new) or PD-021 (existing) — cured, sound, salts and growth treated, defects reported	NBS M60					
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. Weather and environmental conditions — before coating, every day

CHECK & RECORD

Temperature within the data-sheet limits and forecast to hold through drying, including overnight	TDS					
No rain forecast for the data-sheet period after application; no coating onto a wet, frosty or dew-covered surface	TDS · NHBC 9.5.4					
Not applied in direct hot sun or in a drying wind that flashes the coating	TDS					
Readings and forecast logged on KD-QA-SYS-006	BS 6150 Cl. 10					
DATE / TIME	AIR °C	SURFACE °C	RH %	FORECAST AND DECISION		
RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS	DATE					

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6. Drift protection and exclusion

HOLD POINT

- ☐ Wind measured and below the limit before starting and monitored through the session; work stops when it rises Spec
- ☐ Every surface not to be sprayed sheeted or masked — glazing, cills, rainwater goods, paving, planting, parked vehicles moved or covered Spec
- ☐ Neighbours and building users warned; pedestrians excluded from the drift zone; scaffold sheeted on the public side HSG151
- ☐ Masking checked for leaks at tape edges before the first pass Spec

WIND READING (M/S) START / MAX

VEHICLES MOVED / COVERED — CONFIRMED BY

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. First coat

HOLD POINT

- ☐ Reviewer accepted the substrate before the first coat Spec
- ☐ Thinning and tip per the data sheet; test panel sprayed; back-rolled where specified to work the coating into the texture TDS
- ☐ Even film — no dry spray, runs or curtains TDS

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. Benchmark — the first finished area sets the standard

HOLD POINT

- ☐ A sample area (about 10 m² or the first element) finished before general work starts; location agreed Spec
- ☐ Viewed in daylight from 2 m — not by shining artificial light on the surface; wall lights and uplighters off NHBC 9.1.10
- ☐ Colour, sheen, texture and finish agreed by the reviewer — and by the client / contract administrator where the specification requires — and recorded on KD-QA-SYS-004 Spec
- ☐ Method, tools and thinning recorded and kept for the rest of the area Spec
- ☐ This area IS the benchmark, or matches the agreed benchmark area named below Spec

BENCHMARK AREA

TOOLS / METHOD / THINNING USED

AGREED BY (REVIEWER, CLIENT / CA IF REQUIRED)

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

9. Finish coats

HOLD POINT

- ☐ Film build consistent — no banding; passes overlapped 50 %; whole elevation completed in one session to avoid flashing TDS
- ☐ Uniform colour and texture; no overspray on any protected surface — checked on masking removal; drift outside the site nil NBS M60 · NHBC 9.5.10
- ☐ Inspected from the ground in daylight at normal viewing distance NHBC 9.1.10

COATS APPLIED

VIEWING CONDITIONS

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. Snagging closed and handover

HOLD POINT

Every snag and non-conformance below closed and re-checked by someone other than the person who fixed it	Practice
Protection removed; area clean; fixtures, fittings and furniture reinstated	NHBC 9.5.10
Spare touch-up material (same batch) and the colour schedule handed over for maintenance	TDS
Curing window advised — no wear or pressure-sensitive tape on fresh coatings until the data-sheet cure	TDS
Finished work protected against dirt and damage until handover	NHBC 9.5.10

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

11 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?

12 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)

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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)

13 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

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

14 NOTES FOR THIS AREA

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

15 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.