

FIRE AND ACOUSTIC WALL COMPLETION — QUALITY INSPECTION CHECKLIST **QUALITY — ONE PER AREA**

Completion of fire-rated and acoustic partitions · tested detail, seals and penetrations before finishes, fire doors and glazing within... KD-QA-PT-002 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	WALL / ROOM REFERENCE	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

FIRE RATING / ACOUSTIC RATING SPECIFIED	TESTED DETAIL / ASSESSMENT REFERENCE	FIRE / ACOUSTIC DRAWING AND REV
BOARD TYPE AND LAYERS EACH FACE	SOUND TEST REQUIRED? (Y/N) AND FIGURE	FIRE DOORS / GLAZING IN THIS WALL (REFS)

3. Built to the tested detail HOLD POINT

Framing (KD-QA-DL-001), services (KD-QA-DL-002), infill (KD-QA-DL-003) and boarding (KD-QA-DL-004) released on their own sheets; references recorded	Practice
Wall build-up as installed matches the tested detail line by line — stud section, centres, board type and layers, infill, fixings — deviations recorded and covered by an assessment, not by opinion	BS EN 1364-1 · TDS
Wall carried to the soffit or to a fire-rated ceiling as the fire strategy drawing shows; where it stops at a ceiling, the ceiling is the rated element and is recorded on KD-QA-CE-001	Approved Document B
Duty grade of the installed system matches section 2	BS 5234-2
SHEET REFERENCES (DL-001 TO DL-004)	DEVIATIONS FROM THE TESTED DETAIL AND ASSESSMENT 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. Seals and penetrations — before finishes HOLD POINT

Every penetration fire-stopped and recorded on KD-QA-DL-005 — the register count for this wall matches what can be seen; nothing open	BS EN 1366	
Head, base and abutment gaps sealed on BOTH faces with the sealant or seal the tested detail names; no daylight through the wall when viewed from the dark side	BS 9999 · TDS	
Socket boxes and service cut-outs sealed round with the specified sealant or fitted with the tested putty pad or box enclosure; back-to-back boxes offset by the tested distance	Approved Document E	
Acoustic sealant continuous at the perimeter of each board layer where the detail requires it; flanking paths at floor and ceiling junctions closed	Approved Document E	
Sealed condition photographed before skim, tiles or decoration	Practice	
KD-QA-DL-005 REFERENCE	BOXES SEALED / TOTAL	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

5. Fire doors and glazing within the wall

CHECK & RECORD

- Fire doorsets in this wall have their own KD-QA-CJ-002 sheet — certificate or label reference and gap readings recorded there and referenced here Practice
- Fire-rated glazing — glass mark and the tested glazing system (beads, seals, fixings) match the certificate; frame fixed at the certificate's centres Approved Document B
- Gap between the door frame or glazing frame and the partition packed and sealed with the material the tested detail names TDS
- KD-QA-CJ-002 REFERENCES FIRE GLAZING CERTIFICATE REF

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

SUB SELF-CHECK — INITIALS DATE

6. Sound test readiness and result

HOLD POINT

- Wall complete including seals, doors, sockets and skirtings; both rooms have their doors and windows fitted and closed; background noise low enough for the test Approved Document E
- Test carried out by the specification's tester to the field method; rooms, positions and the figure obtained recorded BS EN ISO 16283
- Result meets the specification's figure — new-build dwellings 45 dB DnT, w + Ctr for separating walls (43 dB for rooms for residential purposes) unless the specification differs; a fail is a non-conformance with the remedial work and re-test recorded Approved Document E
- Test certificate filed for the handover file and KD-QA-CO-002 Practice

TEST DATE / TESTER RESULT (DB) / REQUIRED (DB) CERTIFICATE REFERENCE

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. 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
- Protective film left on glass and finishes until the specification says it comes off; area clean; finishes undamaged Practice
- Photographs of every covered-up seal and head detail on this sheet filed against the photo references Practice
- Area handed to the next trade on KD-QA-SYS-009 with the outstanding items listed Practice

HANDED TO (TRADE / NAME / DATE) KD-QA-SYS-009 REFERENCE

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 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?

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continued

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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.