

INSPECTION AND TEST PLAN — BMS AND CONTROLS

Panel to point-to-point to integration to demonstration — who witnesses each

PLAN — ONE PER PACKAGE

KD-ITP-BC-001 Rev A0

An inspection and test plan is the list of what will be inspected or tested at each stage of this package, against what acceptance criterion and how often, who holds the work, witnesses it, keeps it under surveillance or reviews the record, and which record proves it. On a controls package the holds fall at point-to-point before the panel is closed and at integration before the client sees it; the functional test is witnessed against the description of operation, not against the graphics. The stages below are the ones the area checklists cover, so the R column points to a sheet that exists — the KD-QA sheets are the records; the package cover sheet KD-QA-SYS-001 is the cover the client signs with the register of sheets raised under it; this is the plan behind both. Where this plan exists, section 3 of KD-QA-SYS-001 (and of KD-QA-PD-100 for decoration) is completed as "see this plan" and the letters are agreed here, so nothing is agreed twice. Nothing on this sheet is an acceptance value: the specification reference and the criterion are written in from the specification, and H, W, S and R are agreed with the client before the first stage starts. A failed hold raises KD-QA-SYS-007 and the line stays open until it is re-inspected.

1 PACKAGE

PROJECT / SITE REF		SITE		DATE		PACKAGE / SUBCONTRACTOR		PLAN PREPARED BY			
SPECIFICATION, DRAWINGS AND REVISIONS THIS PACKAGE IS BUILT TO				PRINCIPAL CONTRACTOR'S REVIEWER		CLIENT'S REPRESENTATIVE		NOTICE FOR H AND W POINTS		PLAN REV	

2 THE PLAN — ONE LINE PER STAGE, IN THE ORDER THE WORK IS BUILT

H hold — work stops until released · W witness — notice given, work proceeds if they do not attend · S surveillance — checked without stopping the work · R review of the record only. One letter per party per line; a blank means that party takes no part in the stage.

NO	STAGE / ACTIVITY	SPEC REF	INSPECTION OR TEST	ACCEPTANCE	FREQUENCY	SUB	PC	CLIENT	RECORD REF	SIGN-OFF
1	Panel and field device installation		Panel, wiring and sensor positions to the schedule		Each panel				KD-QA-BC-001	
2	Point-to-point - every point on the schedule		Each point driven and seen at the head end		Every point				KD-QA-BC-001	
3	Calibration and loop tuning		Readings against a reference instrument		Each loop				KD-QA-BC-001	
4	Functional tests - description of operation		Each sequence run and the result recorded		Each system				KD-QA-BC-001	
5	Alarms, interlocks and fail-safes		Each alarm raised; fail state proved		Each system				KD-QA-BC-001	
6	Point-to-point records and release		Records complete before integration starts		Per package				KD-QA-BC-001	
7	Readiness for integration		Plant commissioned, networks live, graphics		Per package				KD-QA-BC-002	
8	Integration tests - witnessed		Fire, lifts, plant and metering interfaces end to end		Each interface				KD-QA-BC-002	
9	Trend logs and graphics		Trends running; graphics match the installed plant		Each system				KD-QA-BC-002	
10	Client demonstration		Operation demonstrated to the client's operators		Per package				KD-QA-BC-002	
11	Records, training and handover		O&M, as-built schedules, training record		Per package				KD-QA-BC-002	

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continued

PLAN — ONE PER PACKAGE

KD-ITP-BC-001 Rev A0

3 SIGN-OFF CHAIN

The subcontractor prepares the plan from the specification and the sequence it will build to. The principal contractor's reviewer accepts it: the stages are complete, every record named exists, and every hold falls before the work it protects is covered. The client's representative agrees the H, W, S and R columns and the notice period. A line is closed in the last column by the party holding the highest intervention on it; the area checklists carry the signatures for the checks themselves. Revise and re-sign when the specification, the sequence or the subcontractor changes.

Prepared by — subcontractor:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

Accepted by — principal contractor's reviewer:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

Agreed by — client's representative:

PRINTED NAME	ROLE	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.