

INSPECTION AND TEST PLAN — GROUNDWORKS AND CIVILS

Control proved, formation seen by the engineer, every layer before the next, drains tested before and after backfill

PLAN — ONE PER PACKAGE

KD-ITP-GW-019 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 groundworks the holds are the engineer's — formation before blinding, each layer of backfill before the next, the drain tested before it is buried — because the ground is the one thing on the job that cannot be opened up again for less than it cost. 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	Control proved before use		Survey control checked		Per package				KD-QA-GW-001	
2	Set-out checked independently		Second check of the set-out		Each structure				KD-QA-GW-001	
3	Excavation supported and inspected		Support to the design; inspection record		Each excavation				KD-QA-GW-002	
4	Formation - before blinding		Engineer's inspection; bearing confirmed		Each foundation				KD-QA-GW-002/004	
5	Foundation reinforcement and cast-ins		Where reinforced - cover, cast-ins		Each pour				KD-QA-GW-004	
6	Foundation concrete - placing and level		Tickets, placing, top level		Each pour				KD-QA-GW-004	
7	Backfill - each layer before the next		Material and layer thickness		Each layer				KD-QA-GW-003	
8	Compaction testing		Test at the rate the specification sets		Per spec rate				KD-QA-GW-003	
9	Drainage - line, level and bedding		Gradient checked; bedding		Each run				KD-QA-GW-006	
10	Drainage pipes, joints and chambers		Joints, benching, rings, covers		Each run				KD-QA-GW-006/010	
11	Drain test before backfill		Air or water test - witnessed		Each run				KD-QA-GW-006	
12	Below-ground services and ducts		Route, depth, surround, marker tape		Each run				KD-QA-GW-007	
13	Slab - sub-base, insulation and DPM		Each layer before the next		Each slab				KD-QA-GW-005	
14	Slab reinforcement and joints		Cover, cast-ins, joints		Each slab				KD-QA-GW-005	

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continued

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NO	STAGE / ACTIVITY	SPEC REF	INSPECTION OR TEST	ACCEPTANCE	FREQUENCY	SUB	PC	CLIENT	RECORD REF	SIGN-OFF
15	Drain test after backfill and CCTV		Air test; CCTV survey accepted		Each run				KD-QA-GW-008	
16	SuDS, tanks and gas membranes		Installation and verification		Each item				KD-QA-GW-009/011/012	

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.