

INTUMESCENT COATINGS TO STRUCTURAL STEEL — QUALITY INSPECTION CHECKLIST — QUALITY — ONE PER AREA

Fire protection by coating — the thickness IS the fire rating · DFT per member · certified applicator · one sheet per area or steel g... KD-QA-PD-017 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	AREA / STEEL GROUP / GRID	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 DATA SHEET, NOT FROM MEMORY

FIRE PROTECTION SPECIFICATION / PERIOD	INTUMESCENT SYSTEM — PRIMER / INTUMESCENT / TOPSEAL	APPLICATOR CERTIFICATION (E.G. FIRAS / THIRD-PARTY SCHEME)
DFT SCHEDULE REF (PER MEMBER SECTION FACTOR)	ENVIRONMENTAL LIMITS	PRIMER COMPATIBILITY CONFIRMED (REF)

3. Materials on site

HOLD POINT

Products, sheen and colours match the specified system (section 2) and the finishes schedule	Spec
The certified system exactly — primer, intumescent and topseal from the same approval; no substitution	Certification
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. Steel acceptance

HOLD POINT

Steel primed with a primer the intumescent manufacturer has confirmed compatible; primer DFT within its range; sound and clean	Certification · TDS					
Steel surface clean, dry, free of oil, grease, weld spatter and rust; damaged primer made good to the primer specification	TDS					
Every member identified against the DFT schedule — member marks visible; required DFT known per member	Schedule					
Fixings, cleats and penetrations complete so the coating is not broken afterwards; anything to be fixed later agreed	Spec					
PRIMER DFT READINGS (MM)	MEMBER MARKS CHECKED AGAINST SCHEDULE					
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. Environmental conditions — before and during application

CHECK & RECORD

- Air and steel temperature within the data-sheet limits; steel temperature at least 3 °C above dew point (a steel-coatings requirement)
- TDS · ISO 8502-4
- Relative humidity within the data-sheet limit; no application onto damp steel; ventilation adequate
- TDS
- Readings logged per area per session on KD-QA-SYS-006
- BS 6150 Cl. 10

DATE / TIME	AIR °C	SURFACE °C	RH %	IF OUTSIDE LIMITS — ACTION TAKEN	STEEL °C	DEW PT °C

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS

DATE

6. Application — wet-film control

HOLD POINT

- Applied in passes to the wet-film thickness that yields the scheduled DFT; wet-film gauge readings taken as work proceeds
- TDS
- Maximum coat thickness per pass and the recoat interval per the data sheet — sagging and slow cure come from ignoring both
- TDS
- Full coverage to all faces, flanges, webs, connections and bolt heads; no holidays
- Certification

WFT READINGS (MM) PER PASS	NUMBER OF PASSES

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. Dry-film thickness — per member

HOLD POINT

- DFT measured on every member at the frequency the specification or the manufacturer requires; readings recorded per member against the schedule
- Certification · TDS
- Thin areas identified and recoated — NOT averaged away; re-measured after recoating
- Certification
- Readings taken with a calibrated gauge on a calibration foil over primed steel; gauge and calibration recorded
- TDS

GAUGE TYPE / CALIBRATION REF	DFT RECORD SHEET REF (PER MEMBER)

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. Topseal and finish

CHECK & RECORD

- Topseal applied within the window, at the specified thickness, in the specified colour — compatible with the system
- TDS
- Visual: even finish, no runs, no mechanical damage; damage repaired to the manufacturer's method and re-measured
- TDS

RESULT

Pass

Fail

N/A

NCR REF IF FAIL

PHOTO REF(S)

Date/time on photo

SUB SELF-CHECK — INITIALS

DATE

9. Handover — fire-safety evidence

HOLD POINT

- ☐ DFT records per member compiled, signed by the applicator, and issued for the handover file — this is the evidence of the fire rating Certification · BSA 2022
- ☐ Certificate of conformity from the certified applicator issued Certification
- ☐ Protection of the coating during following trades agreed; damage reporting route known Spec
- ☐ Every snag (section 13) and non-conformance (section 14) closed and re-checked by someone other than the person who fixed it 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 (WALL / ELEMENT / HEIGH...	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	2026-08-28	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.