

POST-TENSIONING AND STRESSING — QUALITY INSPECTION CHECKLIST

QUALITY — ONE PER AREA

Tendon profile before the pour, strength before stressing, the stressing record accepted BEFORE grouting · one sheet per slab or... KD-QA-CF-006 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	POUR REF / ELEMENT / GRIDLINES	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

PT DRAWINGS AND TENDON SCHEDULE REVISION	PT SYSTEM (BONDED / UNBONDED) AND STRAND	PROFILE HEIGHTS AT SUPPORTS AND MID-SPAN (DRAWING)
CONCRETE STRENGTH REQUIRED BEFORE STRESSING	JACKING FORCE AND EXPECTED EXTENSION (PER TENDON)	GROUT SPECIFIED / TEST REQUIREMENTS

3. Materials and certificates

HOLD POINT

Strand, anchorages, ducts and couplers are the products the PT system specification names; mill certificates for the strand and the system's certificate on file and referenced

Spec · TDS

Strand stored dry and off the ground; no pitting or corrosion beyond what the data sheet allows; damaged sheathing on unbonded strand repaired as the data sheet states

TDS

STRAND CERTIFICATE / SYSTEM CERTIFICATE 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

4. Ducts, tendons and profile — before the pour

HOLD POINT

Tendon positions and profile heights measured against the drawing at every support, mid-span and at the frequency the specification states; chairs of the right height at the centres drawn; the worst deviation recorded

Drawing

Ducts undamaged and sealed at joints and ends against grout ingress; vents and grout inlets at the positions drawn; anchorages fixed square to the tendon and to the form

TDS · Drawing

Anti-burst reinforcement behind every anchorage as the drawing; ordinary reinforcement not displaced by the tendons

Drawing

Reviewer and the PT specialist have released the tendons before the pour; recorded on KD-QA-CF-002 for the same pour

Practice

WORST PROFILE DEVIATION (MM) AND WHERE

RELEASED BY (PT SPECIALIST / REVIEWER) / DATE

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. Concrete strength before stressing

HOLD POINT

Cube results (site-cured cubes where the specification requires) at the age tested show at least the strength in section 2; results and cube identities recorded

BS EN 13670

No stressing before that evidence is on this sheet and the engineer or PT designer has released it

Spec

CUBE RESULT (N/MM²) / AGE / IDS

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

6. Stressing

HOLD POINT

Jack and gauge calibration certificate in date and referenced; the jack matched to the anchorage system

TDS

Every tendon stressed to the force in section 2; the measured extension within the tolerance the specification states of the expected extension — an extension outside tolerance stops stressing on that tendon and goes to the PT designer

Spec

Stressing sequence as the drawing; wedge draw-in within the data-sheet figure; no strand slippage

TDS · Drawing

Stressing record (tendon, force, extension, date, operative) completed the same day and accepted by the PT designer before grouting is allowed

Spec

STRESSING RECORD REF / ACCEPTED BY / DATE

TENDONS OUTSIDE TOLERANCE — DISPOSI...

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. Cutting, grouting and anchorage protection

HOLD POINT

Strand tails cut only after the stressing record is accepted, by the method and to the length the data sheet states

TDS

Grout of the product and mix in section 2; fluidity and bleed tests as the specification requires with results recorded; grouting continuous from the low end until clean grout flows at every vent

TDS · Spec

Anchorage pockets filled and protected as the drawing details; the grout and cutting record referenced

Drawing

GROUT RECORD REF / TESTS / DATE

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. Records for the golden thread

CHECK & RECORD

Stressing, grouting and cutting records, calibration certificates and as-built tendon positions handed over and referenced — the only evidence of what is inside the slab

Practice

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

SUB SELF-CHECK — INITIALS DATE

9 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?

10 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)

11 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

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

12 NOTES FOR THIS AREA

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

13 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.