

REINFORCEMENT TO BENDING SCHEDULE — QUALITY INSPECTION CHECKLIST

QUALITY — ONE PER AREA

Bar marks, laps, cover, chairs and starters checked by the fixer and released by the reviewer BEFORE the pour · one sheet per p...

KD-QA-SF-001 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

REINFORCEMENT DRAWING AND BENDING SCHEDULE REVISION	NOMINAL COVER (MM) — EACH FACE	LAP LENGTHS BY BAR SIZE (DRAWING)
DELIVERY NOTE / PRODUCT CERTIFICATE REF	SPACER / CHAIR TYPE AND CENTRES SPECIFIED	COUPLERS / PROPRIETARY ITEMS (PRODUCT)

3. Delivery against the schedule

HOLD POINT

Every bundle tagged with the bar mark and matches the schedule in size, shape code, dimensions and number; short, wrong or unmarked bars rejected and recorded

BS 8666

Product certificate covers the delivery; bars free of loose rust, oil, paint and mud; stored off the ground

Spec

BAR MARKS SHORT / REJECTED

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. Fixing to the drawing

HOLD POINT

Bars in the positions and at the spacing the drawing shows — measured; spacing within the specification tolerance; the worst deviation recorded

BS EN 13670 · Drawing

Trimmer bars, corner bars, U-bars and links around openings and at edges as drawn — the bars most often left out

Drawing

Ties at every intersection where the specification requires, otherwise at the frequency stated; wire ends turned in away from the form; the cage stiff enough not to move under the pour

BS EN 13670

WORST SPACING DEVIATION (MM) AND WHERE

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. Cover held by spacers and chairs

HOLD POINT

☐ Cover to every face measured at the worst points and at the frequency the specification states; matches section 2; the smallest recorded BS EN 13670

☐ Spacers of the type in section 2 at the centres the standard or the specification states along every bar that needs them; chairs of the height that gives the drawing cover under top steel at the centres drawn BS 7973

☐ No bars bearing on the form or blinding; no spacers of a type the specification forbids (timber, brick, broken block) BS 7973

SMALLEST COVER MEASURED (MM) / FACE / WHERE

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. Laps and anchorages

HOLD POINT

☐ Every lap measured against section 2 for its bar size; laps in the positions drawn and staggered where drawn; the shortest recorded Drawing · BS EN 13670

☐ Anchorages, bends and hooks as the drawing; couplers torqued or marked as the data sheet states with the coupler record referenced Drawing · TDS

SHORTEST LAP MEASURED (MM) / BAR SIZE / WHERE

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. Starters, cast-ins and top steel

HOLD POINT

☐ Starter bars positioned from the set-out and checked; projection lengths measured against the drawing; starters from the previous pour clean and straight Drawing

☐ Cast-ins fixed by others (bolts, ducts, waterbars) not displacing the reinforcement; conflicts resolved with the engineer and recorded Practice

☐ Top steel on chairs at the centres drawn with walkways across it; nothing walked down before the pour BS 7973

STARTER PROJECTIONS MEASURED (MM)

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. Cleanliness and release

HOLD POINT

☐ Formwork bottom clean after fixing — tie-wire offcuts, debris, water and ice removed; construction joint prepared BS EN 13670

☐ Fixer's self-check complete; reviewer — and the engineer where the specification requires — has inspected and released; no concrete ordered before that signature; hold recorded on KD-QA-SYS-002 BS EN 13670

ENGINEER'S INSPECTION (NAME / DATE) IF REQUIRED

POUR REF / PLANNED 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

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.