

RESIN-BOUND AND RESIN-BONDED SURFACING — QUALITY INSPECTION CHECK... QUALITY — ONE PER AREA

Resin-bound and resin-bonded aggregate on a prepared base · base type and condition, primer, mix and depth to the data sheet... KD-QA-EW-011 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	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

RESIN SYSTEM, AGGREGATE AND COLOUR	BASE SPECIFIED — TYPE, THICKNESS AND FINISH	LAI D DEPTH (MM) AND COVERAGE
EDGE RESTRAINT AND EXPANSION JOINT POSITIONS	APPLICATION WINDOW — TEMPERATURE, HUMIDITY, RAIN-FREE	SAMPLE PANEL REF ACCEPTED

3. Setting out and levels

CHECK & RECORD

Lines, levels and falls set out from site control to the drawing and checked independently; finished levels at every threshold, gully and change of gradient marked and matching the drawing

INDEPENDENT CHECK BY / DATE

RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS DATE						

4. Base accepted

HOLD POINT

Base the type in section 2 released on KD-QA-EW-001 or EW-003, cured for the period the resin data sheet requires, sound, free of dust, oil and laitance, with the falls and levels drawn; a permeable system on a permeable base only

Edge restraints and any expansion joints at the positions in section 2, at the finished level, fixed before the resin; ironwork set to level as KD-QA-EW-010

Moisture in a concrete base within the data-sheet limit; primer, where the data sheet requires it, the product named applied at the coverage stated and dry before laying

BASE SHEET REF / MOISTURE READING

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. Weather — before mixing

CHECK & RECORD

Air and base temperature and humidity within section 2 and forecast to hold through the cure; no rain in the period the data sheet states; readings recorded

AIR °C	BASE °C	RH %	FORECAST AND DECISION
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RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
SUB SELF-CHECK — INITIALS DATE						

6. Mixing and laying

HOLD POINT

- Resin components mixed in the ratio and for the time the data sheet states with the aggregate blend and colour in section 2; one batch of aggregate per area; mix time and pot life respectedTDS
- Laid at the depth in section 2 — checked with a depth gauge — trowelled to a closed, even surface without trowel marks or joins; wet edges kept live so no cold joint shows; coverage per mix recorded against the areaTDS - Spec
- Resin-bonded — resin the product named spread at the coverage the data sheet states, aggregate broadcast to excess into the wet resin within its open time and the surplus swept off after cure; no bald patches, no loose aggregateTDS
- Surface matches the accepted sample in section 2 for colour, texture and finish, viewed in daylightSpec

DEPTH MEASURED (MM) — MIN / MAX

MIXES USED / AREA LAID (M²)

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. Cure and opening

HOLD POINT

- Area closed to foot traffic and vehicles for the periods the data sheet states at the day's temperature; protected from rain and debris until cured; opened only on the reviewer's releaseTDS
- Permeable systems — water poured on the surface drains through; no pondingSpec

CURE PERIOD / OPENED TO TRAFFIC (DATE / BY)

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 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 / DAT...	OK?

9 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)

10 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

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

11 NOTES FOR THIS AREA

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

12 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	2026-09-02	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.