

# VERIFICATION INSPECTION CHECKLIST



TRADE: Formwork

Date: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

Lot No.: \_\_\_\_\_

Item	✓ / X	Description
1	<input type="checkbox"/>	Installer & Proline Project Manager to tick off items when checked
2	<input type="checkbox"/>	Safe Work Method Statement received, read and understood by Workers prior to commencement

<b>Section Complete</b>	<b>Subcontractor Name:</b> Sign:	<b>Company:</b>	<b>Proline sign:</b>	<b>Date:</b>
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**Installation: (Subcontractor & Proline Site Manager to tick off items when checked)**

3	<input type="checkbox"/>	Work is proceeding in accordance with plans and specifications
4	<input type="checkbox"/>	Thickness / grade of plywood and grade of section of backing timbers comply with temp works design
5	<input type="checkbox"/>	Formwork line and level including new kicker, if appropriate
6	<input type="checkbox"/>	Grout checks fixed and level
7	<input type="checkbox"/>	Precautions taken, where necessary, to prevent uplift
8	<input type="checkbox"/>	Ties correct diameter and position
9	<input type="checkbox"/>	All wedges driven tight
10	<input type="checkbox"/>	Joints grout tight
11	<input type="checkbox"/>	Special joints and water bars are as detailed
12	<input type="checkbox"/>	Stop ends fixed
13	<input type="checkbox"/>	Position of all box outs and built in items. These should be securely fixed
14	<input type="checkbox"/>	Final check of formwork line and level undertaken prior to concrete placement

<b>Work completed by (Subcontractor Name / Sign):</b>	<b>Date:</b>
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<b>Work Inspected by (Proline Name/ Sign):</b>	<b>Date:</b>
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<b>Work Inspected (if required) by (Client Name/ Sign):</b>	<b>Re-inspection Required</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
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<b>Issues to be rectified before re-inspection:</b>	<b>Proposed Date:</b>
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For Proline use only: \_\_\_\_\_ If appropriate, circle reason for quality deviation: or Other: \_\_\_\_\_

Work sequence	Materials	Lack of care	Workmanship/ Skills	Poor design detailing	Inadequate supervision	Poor Product	Other
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**Feedback:** Items that became apparent during inspection that should be considered in future process: