

CONSTRUCTION CHECKLIST

Name of the Project: _____ Date of inspection: _____

Name of the building: _____

Location of inspection in the building: _____

Name of the Sub-Division: _____

Name of the Division: _____



STEP D: CHECKLIST FOR SHUTTERING WORK							
SL. NO.	CHECK ITEM				1st Level Checked	2nd Level Checked	Comments
		Reference	YES	NO	NA	SAE	
1	Material, type of shuttering:						
	1) Shuttering materials are proper (steel)						
	2) Forms are cleaned with steel scraper or steel brush to make it free of rust, mortar encrustations or other foreign material.						
	3) No scrapped/ deformed shutter is used.						
	4) Gaps/holes in the form are closed with paper, putty or with thin metal steels to prevent leakage of cement grout.						
2	Support, props:						
	1) Quality of prop is proper. (steel piles)						
	2) Interval of props are satisfactory. (maximum 2.5ft)						
	3) Proper struts are used to separate the foundation formworks.						
	4) Props at both ends are tighten.						
	5) Measures are taken to prevent settlement of props at ground level						
	6) Loose props/defective props are removed.						
	7) Proper packing are ensured to check leakage.						
3	Shuttering planning:						
	1) Turn bolt are fixed properly.						
	2) Nuts and bolt are fixed properly.						
	3) Electric conduits are set properly before casting.						
	4) Provision of sanitary ducts are provided properly						
	5) Watertightness is ensured in the formwork.						
	6) Clear cover is set properly (saline & none-saline zone considered)						
	7) All unused polythine sheets are removed.						
	9) Level of shuttering is proper.						
	10) Horizontal alignment of shuttering is proper.						
	11) Vertical alignment of shuttering is proper.						
4	Special check for pile casting:						
	1) Pile casting platform is perfectly is plane.						
	2) Pile form works are placed straight and size of each pile is ensured.						
	3) Vertical alignment of pile shuttering is proper.						
	4) Measures are taken for Water tightness to ensure quality of concrete						

CONTRACTOR : Name- _____ Signature: _____

SAE : Name- _____ Signature: _____

SDE: Name- _____ Signature: _____

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5	Special check for Footings/ Pile Caps:						
	Proper struts are used to separate foundation frameworks.						
	1) Cork sheets are used to separate very adjacent footing foundation.						
	2) _____						
6	Special check for columns:						
	Use of wooden shutter for column is strictly prohibited, therefore no wooden shutter is used.						
	1) _____						
	2) Forms made of 16 SWG steel sheet and angles with holes for fixing and tightening are prepared.						
	3) Height of form is within 5'-6".						
	4) Column form are tighten with nuts and bolts at every hole with T-Bolts by putting jute/ foam gasket in the overlapped surface of the the two shutters.						
	5) In addition to turn Bolt and T-Bolt fixing in the column shutter, props as struts in inclined are used.						
	6) Uniform lateral supports are ensured.						
	7) Column shutter is found 100% vertical.						
	8) When location of shuttering height exceeds 12 feet, special type of scaffolding with cross bracing is used.						
	9) Scaffolding is set for safety where it is necessary.						
7	Special check for slab and beams:						
	1) Steel shutter for beams are prepared made of 16 SWG steel sheets with necessary holes and clamps and strong MS Angle Frame.						
	2) Free end of platform sheet of slab is fixed with beam shutter.						
	3) Special strut bolts are used in the middle of deep beam to prevent fattening.						
	4) Special Measures are taken to retail the alignment of edge beams and slabs.						
	5) Steel props are placed @ 2'-6" C/C are used for slab.						
	6) Support for each prop is OK to check against deflection (in case of ground floor slab).						
	7) Form of slab is found leveled properly.						
	8) In case of double height of slab of beam, scaffolding is done as per approved design from concerned Design Division.						
	9) Camber is done (if any)						

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