

Work Stages		Inspection Assessment		Inspection Schedule	
Work Stage		Elements to be inspected	Priority (H-Hold W-Witness)	No. of inspections by Assigned Certifier	3rd Party Certification / tests / samples
1	Commencement	Review/examine topography, services , party structures, setting out.	H	1	
Total Inspections Stage 1				1	
2	Excavations	Foundation Excavations, ground remediation, underground services diversion. Reinforcement to strip footings/soft spots/arching over drains/underpinning of party wall structures prior to concrete pour.	H	3	
Total Inspections Stage 2				3	
3	Foundations	Foundations before blocklaying or covering in.		1	Concrete cube footings
Total Inspections Stage 3				1	
4	Rising walls to DPC	Hardcore. Radon sump complete. rising wall penetrations.		1	Hardcore test
		Radon Sump	H	1	
		Rising Walls	W	1	
Total Inspections Stage 4				2	
5	Underground Services	Drains, ducts, underground pipes before covering-in.	H	1	Pressure test underground/under floor pipework
Total Inspections Stage 5				1	
6	Radon Barrier	Radon Barrier	H	3	
Total Inspections Stage 6				3	
7	Ground Floor Slabs	Floor Insulation	W	1	
		Slab reinforcement complete prior to concrete pour		1	Concrete cube
Total Inspections Stage 7				2	
8	Cavity Wall Construction	Cavity clear of mortar	W	1	
		Provision of wall ties			
		DPCs			
		Maximum height of blockwork/day not exceeded			
Total Inspections Stage 8				1	
9	Structural opes	Lintels	W	1	
		DPCs		1	
		Cills		1	
Total Inspections Stage 9				3	
10	Sperstructure complete	External windows & doors	W	1	Compliance
		Insulation & membranes			
		Firestopping			
		Cavity barriers			
		Part Wall			
		Internal walls			
Total Inspections Stage 10				1	
11	First Fix	First fix electrical		1	
		First fix mechanical			Pressure test mech. pipework. Above-ground drainage.
		Internal drainage			
		Completed roof before removal of scaffold			
		First fix joinery	H		
Total Inspections Stage 11				1	
12	Plasterboarding	Completed plasterboarding prior to plastering		1	
		Airtightness membranes and tapes		1	
		Fire & acoustic seals		1	
		Completed insulations prior to covering up	W		
Total Inspections Stage 12				3	
13	Second Fix	Plastering		1	
		Second fix electrics		1	
		Fire detection & alarm system			
		Second fix mechanical			
		Heating systems & controls			
		Ventilation system			
		Kitchens & bathrooms			
		second fix joinery	W		
Total Inspections Stage 13				2	
14	Completions	Decoration			
		Commissioning & certification of electrical systems		1	
		Commissioning & certification of mechanical systems		1	
		Footpaths			
		landscaping			
		landscaping walls			
		Drainage & Services			
		Boundaries			
Total Inspections Stage 14				2	
		Total Inspections		26	

GUIDANCE NOTES:	
Note 1:	If an element is important because it is complex or will be repeated through a significant part of the building then that element must be inspected during the early course of construction .
Note 2:	Early assessment of the contractor's ability to carry out work is essential in estimating the number of sample inspections.
Note 3:	This matrix should be expanded to reflect the scale and complexity of the project and the contractor's programme.
Note 4:	In order to facilitate co-ordination of work stages between disciplines the main work stages should be identified and agreed by all those carrying out inspections.
Note 5:	The inspection regime must be appropriate and must be kept under review at all times.
Note 6:	The timing of inspections must correspond with the work being undertaken on site.
Note 7:	The Assigned Certifier/Architect should normally expect to carry out some unannounced inspections.
Note 8:	Follow up procedures are essential to ensure that non-compliance issues identified during inspections are resolved.
Note 9:	The Assigned Certifier/Architect should indicate in the inspectin plan the tests they wish to have carried out.
Note 10:	Records of inspections must be maintained, sufficient the work inspected and any non-compliance issues notd.
Note 11:	Additional inspections are likely to be required for quality control purposes.