EXAMPLE

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| **INSPECTION and TEST - REPORT****ALUMINIUM GLAZING** |
| Contract:Client: Checklist Ref.: | Lot No.:Location:  | **Lot Opened:** |
| **Lot Closed:**Name: |
| **Comments:** *(Delays/Disruption,Improvements,Other)* | Signature: |
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|  |
| **No.** | **Process** | **Spec/Std/Dwg** | **Acceptance Criteria** | **Pass** | **Fail** | **CAR Ref:** | **Initial(ITP)** | **Date** |
| 1 | Subcontractor Review |  |  |  |  |  |  |  |
| 2 | Safety Induction |  |  |  |  |  |  |  |
| 3 | Approve specialist subcontractor. |  |  |  |  |  |  |  |
| 4 | Approve shop drawings, design calculations. |  |  |  |  |  |  |  |
| 5 | Approve samples as follows: |  |  |  |  |  |  |  |
| 6 | Check deliveries of materials to fabricationshop: |  |  |  |  |  |  |  |
| 7 | Approve prototypes. |  |  |  |  |  |  |  |
| 8 | Monitor finish to components. |  |  |  |  |  |  |  |
| 9 | Check fabricated components, assembledunits. |  |  |  |  |  |  |  |
| 10 | FINAL INSPECTION - (Including review ofrecords for Items 3 to 9 above). |  |  |  |  |  |  |  |
| 11 | Check delivery of assembled units to site. |  |  |  |  |  |  |  |
| 12 | Check set out. |  |  |  |  |  |  |  |
| 13 | Monitor installation. |  |  |  |  |  |  |  |
| 14 | Check flashings, trims, accessories. |  |  |  |  |  |  |  |
| 15 | Obtain warranties. |  |  |  |  |  |  |  |
| 16 | FINAL INSPECTION - (Including review ofrecords for Items 11 to 15 above). |  |  |  |  |  |  |  |
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| **Note: Ensure all certificates, records and photos are attached to the Inspection Report** |

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