

## 11.1 PGR Inspection & Test Plan / Inspection Matrix

Item	Activity	Inspection Type / Inspector	Controlling Specification Reference or Acceptance Criteria	Frequency	Verifying Document	Inspection Authority		
						PGR	M.C	Other
1	Submit samples of raised floor pedestal and panel.	Main Contractor / Client / Architect	K41 MOB PSA	Once	Sample submission sheet.		A	A
2	Check area for cleanliness, other contractors materials, stability of concrete surface.	PGR manager to ensure areas are clear of other trades ametials and that concrete surface is sound and fit for bonding pedestals to.	Contractors method statement. K41 specification and PSA/MOB specification	Before commencing each area.	PGR site works procedure and quality plan.	H		
3	Conduct level survey for pedestal manufacture.	Senior PGR floor layers to laser level survey all areas of the job requiring pedestals. Check for accuracy of measurements form datum provided and for transferring level around floors.	AFS method statement. K41 + MOB specification.	At start of project during site mobilisation period.	PGR site works procedure and quality plan.	I		
4	Bond pedestals in agreed locations for swing bag test.	Senior PGR floor layers to stick an agreed number of pedestals down in agreed locations where they will be free from disturbance by others whilst glue dries.	Contractors method statement. K41 specification and PSA/MOB specification	At start of project during site mobilisation period.	PGR site works procedure and quality plan.	NP		
5	Pedestal swing bag test.	MC / Architect to witness T42 swig bag test.PGR manager to check that pedestals have not been disturbed by others since bonding.	Contractors method statement. K41 specification and PSA/MOB specification	Once at start of project during site mobilisation period.	PGR T42 swing bag record sheet i appendix F		W	W
6	Spot out pedestal positions	Senior PGR floor layers to establish setting out points of given area and mark out locations of pedestal positions by marking with a spot of permanent spray marker. 600mm centres in the corridors and 2.4m centres in rooms.	PGR method statement. Approved status A drawings	Before commencing each area.	PGR site works procedure and quality plan.	S		

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7	Seal subfloor with two coats of tinted PVA water based sealer.	Check that sealant has been applied to all areas of slab and that two coats of two different colours have been used.	PGR method statement. K41 specification.	Before commencing each area.	PGR site works procedure and quality plan.	S		
8	Set out peds to rooms and install raised floors.	Senior PGR floor layers. To check levels from datum and ensure that allowance for floor finishes has been allowed. Check that floor pedestals are aligning with spots previously provided.	PGR method statement. Approved status A drawings	All areas as floor commence.	PGR site works procedure and quality plan.	S	NP	
9	Cut in rooms	Check that perimeter areas are complete and have been signed off by preceding trade Check that cuts are sealed with class 0 tape and a closed cellular foam strip applied. Check that cuts are a tight fit and are cut squarely around surface mounted services.	PGR method statement. K41 specification.	All areas as works progress.	PGR site works procedure and quality plan.	S	NP	
10	Sign off installation to rooms	Check that floor is level, correctly supported with locking nuts locked off. That panels do not rock and that cuts are in, stable and a good fit.	PGR method statement. K41 specification.	All areas as works progress.	PGR site works procedure and quality plan.	H	A	
10	Set out peds to corridors and lay floors.	Senior PGR floor layers. To check levels from datum and ensure that allowance for floor finishes has been allowed. Check that floor pedestals are aligning with spots previously provided.	PGR method statement. Approved status A drawings	All areas as floor commence.	PGR site works procedure and quality plan.	S	NP	
11	Cut in corridors	Check that perimeter areas are complete and have been signed off by preceding trade. Check that cuts are sealed with class 0 tape and a closed cellular foam strip applied. Check that cuts are a tight fit and are cut squarely around surface mounted services.	PGR method statement. K41 specification.	All areas as works progress.	PGR site works procedure and quality plan.	S	NP	

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12	Install 30 mins fire barrier under doorways.	Check that surrounds are complete and that correct type of barrier is available. Check that barrier is a tight fit to all surrounding areas.	PGR method statement. K41 specification.	All areas as works progress.	PGR site works procedure and quality plan.	H	A	
13	Lift floor and vacuum clean accessible areas of floor void.	Check that void is not full of other trades debris and rubbish. Check that accessible areas are free from dust upon completion.	PGR method statement. K41 specification.	All areas as works progress.	PGR site works procedure and quality plan.	S	NP	
14	Sign off void clean	Check that accessible areas of floor void are free from dust.	PGR method statement. K41 specification.	All areas as works progress.	PGR site works procedure and quality plan.	H	A	
14	Tape joints of raised floor prior to floor finishes installation	Check that seals between tape and raised floor panels are sound and that no gaps are evident. Check that all joints are taped.	PGR method statement. K41 specification.	All areas as works progress.	PGR site works procedure and quality plan.	S		
15	Test agreed local areas of floor void to measure air loss through the floor.	Check that testing authority has correct method statement in place and that areas for testing are agreed in advance. Check that test monitors only air loss through floor and that results are recorded.	PGR method statement. K41 specification.	All areas as works progress.	PGR site works procedure and quality plan.	H	A	
16	Delivery FSC Goods	Site Supervisor check delivery notes to confirm FSC status of goods received	Goods match delivery note product code, quantity	Each delivery	Delivery note	H	S	

E.g. Inspection authorities:

H-Hold Point

W-Witness

R-Review

I-Information only

NP-Notification Point

A-Approval

X – First Time Only

S-Surveillance

