

Quality Control

Project Name: _____

Subcontractor: _____

Area ready: _____

Fax Number: _____

PLYWOOD SUBSTRATE READINESS CHECKSHEET



Plywood treated (CCA) H3.2 grade sheets to AS/NZS 2269:2004. and NZ building code requirements minimum of 17mm thick for roofs and 20mm for decks.

☐

Sheet edges fully supported with batons, screw-fixed 150mm on edges and 200mm through girth.

☐

Stainless steel countersunk screw-fixing
(Grade 316, 10 gauge of length 3 times plywood thickness)

☐

Sheets stagger-laid (fully offset) with correct falls, with no ponding.

☐

5mm clearances from all abutments.

☐

Timber fillets installed to all internal junctions and neatly fitted (minimum size 20x20).

☐

Mitres neatly formed, no sharp edges

☐

5mm radius to all external corners.

☐

Recesses formed to fit proprietary roof drains, outlets and overflows, flush with substrate.

☐

Plywood dry (maximum 20% moisture).

☐

Sharp edges and lips removed and cavities filled. All sheet joints flush.

☐

Substrate clean, firm and suitable condition for laying.

☐

WHEN THE SUBSTRATE IS READY, COMPLETE THIS FORM AND FAX TO THE WATERPROOFING SUBCONTRACTOR

Notes

Quality Control

CONCRETE SUBSTRATE READINESS CHECKSHEET

Project Name: _____ Subcontractor: _____

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Surface smooth and clean with recommended falls, curing compounds removed. ☐

Cavities and cracks filled with repair mortar and flushed off. ☐

Concrete surface firm with any soft concrete latescence or curing compounds removed. ☐

Mortar fillets to all upstands and smooth - 5mm radius to all external edges. ☐

Recesses formed to fit proprietary roof drains, outlets and overflows, flush with substrate. ☐

5mm radius to all external corners. ☐

Ponding areas removed. ☐

If terminating into a chase, pre-form the chase and ensure that it is straight and 20mm deep. ☐

Concrete cured and thoroughly dry (RH 75%) ☐

Substrate clean, firm and suitable condition for laying. Vacuum off all concrete dust. ☐

Plinths formed for any exterior ventilation, fixtures or similar. ☐

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Notes

BITUFLAME® ROOFING QC SHEET

Project Name: _____ Sign-off below by: _____

Area covered by QC sheet: _____ Date: _____

Roofing membrane installation item	Comply Y/N	Sign-off (Initials)	Comments
Plywood substrate s/s screw-fixed to specification, no loose/drummy sheets or delamination (refer substrate readiness sheet).			
Concrete substrate installed to specification (refer substrate readiness sheet).			
Substrate clean, dry and free from foreign matter and sharp edges, and within maximum moisture limits.			
Substrate installed to specified falls to outlets.			
Substrate primed - good even coverage/penetration. All soft areas in concrete removed/repaired.			
Movement joints identified and installed to approved specification/detail (attach detail drawings).			
Underflashings installed to all corners and upstands (pay attention to parapets, gutters, junctions).			
Gutters correctly and neatly installed, particularly the internal corners - ensure laps above roof line.			
Eterno roof drains installed to specification and watertight.			
Eterno overflows installed to specification/local body requirements and watertight.			
Vented Base sheet set out with no allowance for laps (vented system only).			
Base sheet fully torched as per spec 200mm around roof perimeter. (mechanically-fixed or spot-bonded system).			
Base sheet fixed as per spec 300mm centres through the body of the roof. (mechanically-fixed or spot-bonded system).			
High wind zones 200mm centres or less (mechanically-fixed system only).			
Base sheet to be fully torched / glue-fixed to specification (fully torched / cold applied system).			
Base sheets side laps 100mm and end laps 150mm fully torched.			
Cap sheet side laps 100mm and end laps 150mm fully torched and seamed off.			
Cap sheet and base sheet laps offset satisfactorily. No three-layer lap build-ups.			
Cap sheet laid across roof slope. Cap sheet and basesheet fully bonded together, no areas of delamination.			
Cap sheet overlaps running down roof slope or away from field of view.			
Membrane termination completed to approved detail.			

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Roofing membrane installation item	Comply Y/N	Sign-off (Initials)	Comments
Eterno roof vents installed to specification (min. two vents/roof area, with one every 50m²).			
All penetration details completed to specification including under/overflashing and plinths.			
All non-standard details installed as per pre-approved specifications (attach approved drawing).			
Any mechanical damage to cap sheet repaired to specification.			
Sand-finished cap sheets UV coated to specification. Sand removed by broom before coating.			
Overall installation free of wrinkles, creases and splits.			
No sign of overheating/excessive bitumen bleed from laps (over 2-3mm).			
Job sheets completed recording area installed, date of installation, membrane batch numbers used etc.			

Note: Where an element identified in the above checklist is not applicable, please record N/A in the comply column

Priming System used (Tick one)

bituPRIME

bituBOND®

Installation Method (Tick one)

Fully Torched

Mechanically Fixed

Cold Applied

Primer Coverage Calculation

installation area

m²

@

coverage rate

ltr/m²

=

ltrs required

=

pails required

pails actually used

Issues to note or raised during installation:

Remedial action required:

Note of damaged areas repaired:

Attach any photographs taken during application.