

## SUBSTRATE PREPARATION Checklist – Waterproofing

**Project:**

**Location:**

**Substrate Type:**

- | YES                      | NO                       | N/A                      |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are weather/environmental conditions suitable for substrate preparation?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has the substrate been installed to manufacturer's requirements?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the substrate design in accordance with BCA requirements?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is any action required by other trades? If yes, elaborate in comments section below.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have the relevant authorities been advised of any defects or concerns that may affect the performance of the system at this stage? If yes, elaborate in comment section below. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the substrate sound and suitable for use?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the substrate clean and dust free?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has substrate moisture content been measured?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the moisture content suitable for membrane application?<br>Reading: _____   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have curing compounds or form release agents been used?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have all curing compounds or form release agents been removed?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the substrate smooth, even and uniform, with no sharp edges?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have all holes and cracks been repaired?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has a sealant fillet been installed, where required?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there sufficient falls to waste?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has all residue from waste flanges, drain pipes and PVC fittings been removed?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have the puddle flanges been installed correctly?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all flanges securely fastened?   |

## SUBSTRATE PREPARATION Checklist - Waterproofing

**Comments:**

### **Acceptance**

*Contractor/Applicator*

*Builder*

Signature:

Signature:

Name:

Name:

Date:

Date: