



Operation and Functionality Checklist

Site Preparation & Excavation

Covers initial site clearing, grading, and excavation activities. Ensures proper soil conditions and layout for subsequent construction phases.

Surveyed Property Boundaries Verified?

 [Set My Current Location](#)



Excavation Depth (meters)

Enter a number...

Soil Compaction Test Results (PSI)

Enter a number...

Soil Type Identified?

- ☐ Clay
- ☐ Sand
- ☐ Silt
- ☐ Gravel
- ☐ Loam
- ☐ Other

Date of Initial Site Clearing

Enter date...

Describe any unforeseen ground conditions encountered.

Write something...

Environmental Permits Obtained?

- ☐ Air Quality Permit
- ☐ Stormwater Permit
- ☐ Erosion Control Plan Approved
- ☐ Wetland Protection
- ☐ Other

Attach Site Survey Document

 Upload File

Foundation & Concrete Work

Focuses on the integrity and functionality of the foundation, including concrete pouring, curing, and reinforcement.

Concrete Pour Thickness (inches)

Enter a number...

Concrete Strength (PSI)

Enter a number...

Concrete Mix Design Verified?

- ☐ Yes
- ☐ No
- ☐ N/A

Reinforcement Placement Correct?

- ☐ Yes
- ☐ No
- ☐ N/A


Concrete Pour Date

Enter date...

Observations during Concrete Pour

Write something...

Concrete Pour Photos

 Upload File

Curing Time (Days)

Enter a number...

Curing Method

- ☐ Water Curing
- ☐ Membrane Curing
- ☐ Steam Curing
- ☐ Other

Structural Framework

Covers the erection of the building's structural components (steel, wood, etc.) ensuring stability and alignment.

Column Spacing (ft)

Enter a number...

Beam Elevation (ft)

Enter a number...

Steel Grade Verification

- ☐ A36
- ☐ A572 Grade 50
- ☐ Other (Specify in Long Text)

If 'Other' Steel Grade Selected, Specify:

Write something...

Bolt Tightness Torque (ft-lbs)

Enter a number...

Welder Certification Status

- ☐ Certified
- ☐ Pending
- ☐ Not Certified

Upload Welding Inspection Report

 Upload File

Diagonal Bracing Connection Verification (degrees)

Enter a number...

Date of Structural Framework Inspection

Enter date...

Building Envelope (Walls & Roofing)

Addresses the exterior shell of the building – walls, roofing, windows, and doors – focusing on weatherproofing and energy efficiency.

Roof Slope (Degrees)

Enter a number...

Roofing Material Type

- ☐ Asphalt Shingles
- ☐ Metal Roofing
- ☐ Tile
- ☐ Membrane Roofing
- ☐ Other

Wall Insulation R-Value

Enter a number...

Window Glazing Type

- ☐ Single Pane
- ☐ Double Pane
- ☐ Low-E
- ☐ Triple Pane

Notes on Wall Waterproofing Application

Write something...

Upload Photo of Window Installation

 Upload File

Siding Material

- ☐ Vinyl
- ☐ Wood
- ☐ Stucco
- ☐ Brick
- ☐ Metal

Date of Waterproofing Application

Enter date...

Mechanical, Electrical, and Plumbing (MEP)

Evaluates the functionality of the building's essential systems – HVAC, electrical distribution, plumbing, and fire suppression.

HVAC System Capacity (BTU/hr)

Enter a number...

Electrical Panel Amperage (Amps)

Enter a number...

Water Main Size (inches)

Enter a number...

Fire Suppression System Type

- ☐ Sprinkler System
- ☐ Standpipe System
- ☐ Fire Extinguishers
- ☐ Other

Electrical Safety Tests Performed?

- ☐ Grounding Continuity
- ☐ Insulation Resistance
- ☐ Polarity Check
- ☐ GFCI Functionality


HVAC System Commissioning Date

Enter date...

Notes on Plumbing Leak Testing

Write something...

Electrical Load Calculation Report

 Upload File

Plumbing Backflow Preventer Status

- ☐ Installed and Tested
- ☐ Installed - Testing Required
- ☐ Not Installed

Interior Finishes

Covers the installation of interior walls, flooring, ceilings, and other aesthetic and functional finishes.

Wall Paint Coverage (sq ft/gallon)

Enter a number...

Flooring Type Verified?

- ☐ Vinyl
- ☐ Tile
- ☐ Carpet
- ☐ Wood
- ☐ Concrete

Notes on Flooring Installation Issues (if any)

Write something...

Ceiling Finish Applied?

- ☐ Spray Foam
- ☐ Acoustic Panels
- ☐ Drywall
- ☐ Suspended Grid


Date of Final Finish Inspection

Enter date...

Trim Work Completed?

- ☐ Yes
- ☐ No
- ☐ Partial

Photos of Finish Work

 Upload File

Detailed Description of any Finish Defects Found

Write something...

Accessibility & Safety

Verifies compliance with accessibility standards and safety regulations throughout the construction process and completed project.

Confirm Presence of Required Signage (ADA compliant)

- ☐ Yes
- ☐ No
- ☐ Not Applicable

Number of Fall Protection Harnesses Available & Inspected

Enter a number...

Safety Training Completed (Select all that apply)

- ☐ OSHA 10-Hour
- ☐ OSHA 30-Hour
- ☐ Fall Protection
- ☐ Confined Space Entry
- ☐ First Aid/CPR

Fire Extinguisher Inspection - Date and Condition

- ☐ Pass - Up to Date
- ☐ Fail - Needs attention
- ☐ Not Applicable

Last Site Safety Meeting Date

Enter date...

Record of Near Miss Incidents (if any)


Write something...

Confirm Availability of First Aid Kit

☐ Yes

☐ No

Upload Site Safety Inspection Report (if available)

 Upload File

Equipment Operation & Calibration

Checks the proper operation and calibration of construction equipment, including cranes, lifts, and power tools.

Crane Load Capacity (tons)

Enter a number...

Excavator Engine Hour Reading

Enter a number...

Generator Fuel Level (%)

Enter a number...

Pre-Operation Inspection Checklist Completed?

☐ Yes

☐ No

Equipment Manual Available & On-Site?

☐ Yes

☐ No

Last Calibration Date (e.g., Load Cell)

Enter date...

Time of Last Equipment Start-up

Any unusual noises or behavior observed during operation?

Write something...

Which safety devices were checked?

☐ Backup Alarm

☐ Safety Lights

☐ Emergency Stop

☐ Overload Protection

Material Handling & Storage

Assesses the procedures for handling and storing construction materials to prevent damage and ensure availability.

Maximum Stacking Height (feet)

Enter a number...

Material Storage Area Condition (Pre-Construction)

- ☐ Clean and Organized
- ☐ Moderately Clean
- ☐ Needs Improvement
- ☐ Unacceptable

Material Protection Measures Implemented

- ☐ Tarps/Covers
- ☐ Elevated Pallets
- ☐ Designated Storage Areas
- ☐ Security Fencing
- ☐ Climate Control (if applicable)

Date of Last Material Inventory Check

Enter date...


Any observed issues with material handling or storage. Describe in detail.

Write something...

Forklift/Crane Operator Certification Status

- ☐ All Operators Certified
- ☐ Some Operators Certified
- ☐ No Operators Certified

Photograph of designated storage area

 Upload File

Waste Management & Environmental Compliance

Confirms adherence to waste management protocols and environmental regulations during construction.

Estimated Waste Volume (cubic yards)

Enter a number...

Waste Streams Generated (Select all that apply)

- ☐ Concrete & Demolition Debris
- ☐ Wood & Lumber
- ☐ Metals
- ☐ Plastics
- ☐ Cardboard & Paper
- ☐ Hazardous Waste (Specify in LONG_TEXT)

Hazardous Waste Details (if selected above)

Write something...

Waste Disposal Method

- ☐ Recycling
- ☐ Landfill
- ☐ Waste-to-Energy
- ☐ Other (Specify in LONG_TEXT)

Other Disposal Method Details (if selected above)

Write something...

Spill Prevention Plan in Place?

- ☐ Yes
- ☐ No
- ☐ N/A

Last Environmental Compliance Training Date

Enter date...

Waste Manifest Records (Upload)

 Upload File

Number of Erosion Control Measures Installed

Enter a number...