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Backfill against Waterproofed Walls: Checklist and Guide

Backfill against waterproofed walls with our interactive checklist. Protect membranes, staged lifts, and drainage integrity. Commentable and export as PDF/Excel.

Project:
Date:
Filled by:

Membrane Protection and Setup	
1	Confirm waterproofing is fully cured and approved for backfill; verify against manufacturer datasheet and subcontractor release; capture timestamped photos of undamaged membrane surfaces.
2	Install protection board or drainage composite with 100% coverage; trim with a utility knife; ensure board joints are tight (≤3 mm gaps); photo of each elevation.
3	Add corner guards at inside/outside corners; fasten per approved project specifications and authority requirements; continuous protection along edges; photo evidence at every corner.
4	Seal penetrations and terminations with compatible accessories; maintain minimum 75 mm lap coverage; roll with hand roller; close-up photos of each penetration.

Drainage Components	
5	Verify perforated footing drain slope 0.5–1% toward outlet using laser level; record invert elevations at 10 m intervals; photo of laser readings and pipe alignment.
6	Install geotextile sock over pipe; secure overlaps ≥300 mm with tape or ties; no exposed pipe; photo of overlaps and tie points.
7	Place clean gravel (10–20 mm) around pipe with minimum 150 mm cover; use chute to avoid striking membrane; measure cover with tape; photo of section before fabric.
8	Wrap gravel with geotextile; lap fabric ≥300 mm and turn up against wall to just below finish grade; photo of continuous fabric lap and upturn.

Backfill Materials and Placement	
9	Confirm backfill is free-draining granular; no debris >50 mm, organic, frozen, or saturated clumps; photograph delivery tickets and a representative handful per load.
10	Begin placement away from wall and work toward it; drop height <1.0 m; use bucket control or chute; photo of placement method and standoff line.
11	Maintain equipment exclusion zone ≥1.0 m from wall; mark with cones/tape; only hand tools or plate compactor within zone; site photo of barricading.
12	Place uniform lifts 200–300 mm thick parallel to wall; verify thickness with ruler at edges; log location and lift number on each photo.

Compaction and Staged Lifts	
13	Compact within 0.6 m of wall using a plate compactor; 2–4 passes per lift; acceptance: firm surface, no rutting >10 mm; record pass count and photo.
14	Compact beyond 1.0 m using roller or rammer as permitted; keep roller edge outside exclusion zone; document equipment type and passes; photo of resulting surface.
15	Advance in controlled runs 3–5 m long to limit differential pressure; alternate runs along wall; log run lengths and sequence; photo per run.
16	Shape interim surface to shed water away from wall at 2% minimum fall; confirm with digital level; photo showing bubble/reading and direction arrows.

Surface Restoration and Protection	
17	Set final grade sloping away from wall 2–5%; maintain finished surface at least 150 mm below horizontal building elements; verify with level and tape; photo of benchmarks.
18	Install separation geotextile at top of backfill where topsoil or paving base is placed; lap ≥300 mm; photo of fabric before cover.
19	Place final surface layer: topsoil 150 mm, gravel 50 mm, or basecourse per drawings; measure thickness at edges; photo of depth checks and finish.
20	Protect freshly placed surfaces from rain with tarps or diversion; prevent ponding near wall; record weather plan and photo of protection installed.

Documentation and Handover	
21	Record as-built invert elevations, outlet positions, and cleanouts; attach laser screenshots and marked-up plan; verify outlet daylight or connection photo.
22	Upload photos per lift showing membrane protection intact; include location tags (grid/chainage) and date/time; store in project folder.
23	Capture product data and lot numbers for protection boards, geotextiles, drains; photograph labels and delivery dockets; file under materials log.
24	Obtain supervisor and waterproofing subcontractor sign-off confirming no damage observed; collect digital signatures and export the checklist PDF/Excel with QR authentication.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Backfill against waterproofed walls demands disciplined sequencing to protect the waterproofing system while restoring grades and drainage. This checklist supports foundation wall backfilling teams with practical controls for membrane protection, staged lifts, and drainage continuity. It focuses on vertical waterproofed walls using protection boards or drainage composites, perforated footing drains, geotextiles, and free■draining granular backfill. You will control lift thickness, equipment standoff, and outlet elevations while preventing punctures, surcharges, and water traps. The scope excludes laboratory or field testing; verification relies on measurements, visual evidence, photos, and sign■offs per approved project specifications and authority requirements. Following these steps reduces rework from membrane damage, eliminates settlement at restored surfaces, and keeps discharge paths clear. Use this interactive checklist to standardize documentation, sequence work safely, and coordinate with waterproofing installers and excavator operators. Start in interactive mode to tick items, add comments, and export your records to PDF/Excel with a secure QR link.	1. Preparation: gather protection boards/drainage composites, granular backfill, geotextiles, plate compactor, laser level, tapes, cones, tarps, cameras/POS app, and PPE. Brief the team on sequencing, standoff limits, and documentation expectations. 2. Using the Interactive Checklist: open the checklist on your device, start interactive mode, tick items as completed, and add location-tagged comments. Attach photos and sketches directly to each step for traceability. 3. Evidence and Exports: capture measurements (invert levels, lift thickness, slopes) and upload images. Use the export function to generate a PDF/Excel package for daily reports and stakeholder updates. 4. Sign-Off and Archiving: collect digital signatures from the supervisor and waterproofing subcontractor, confirm QR authentication on the export, and store files in the project archive with grid/chainage references.