



Low-VOC Material Verification Checklist

Interactive checklist for verifying low-VOC material usage. Commentable and exportable as PDF/Excel with QR code security.

Project:

Date:

Filled by:

Material Identification

1	List all materials on site and identify those with potential VOC content.
2	Verify that all materials have appropriate low-VOC labeling or certification.
3	Check for any non-labeled materials and flag them for further testing.

Documentation Review

4	Collect and review Material Safety Data Sheets (MSDS) for all materials.
5	Ensure VOC content levels are within the allowable limits as per specifications.
6	Cross-reference manufacturers' certifications with project specifications.

Testing Procedures

7	Conduct random VOC tests on selected materials to verify compliance.
8	Ensure testing equipment is calibrated and suitable for VOC measurement.
9	Document all test results and compare them against specification limits.

Site Inspection

10	Inspect storage areas to ensure materials are stored to prevent contamination.
11	Verify that all labels are intact and legible in the storage areas.
12	Check that handling procedures align with low-VOC material guidelines.

Compliance Confirmation

13	Compile all documentation, test results, and inspection notes for review.
14	Prepare a compliance report summarizing findings and any discrepancies.
15	Submit the report to relevant stakeholders and keep a record for future audits.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Verifying low-VOC (Volatile Organic Compounds) material usage is crucial in construction and manufacturing to ensure compliance with environmental and health regulations. This checklist covers the essential steps to confirm that materials meet specified low-VOC standards, focusing on the types of materials, documentation, and testing procedures involved. Accurately verifying these materials can prevent costly violations, improve indoor air quality, and enhance sustainability efforts. This interactive checklist allows users to tick items, leave comments, and export reports with a unique QR code for authenticity, providing a seamless verification process.	1. Gather necessary tools, such as VOC testing equipment and safety gear. 2. Click the “Use this checklist” button to launch interactive mode. 3. Tick each item online as you complete it. 4. Add comments on individual items or the entire checklist. 5. Click Share or Download to download your completed checklist as PDF or Excel. 6. Review the final report, add digital signatures, and distribute to stakeholders.