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Sequence Bracing Removal: Checklist, Backpropping & Holds

Sequence bracing removal with an interactive checklist: confirm backpropping, release order, monitoring, and hold points. Commentable and export as PDF/Excel with QR-secured records.

Project:	
Date:	
Filled by:	

Pre-Removal Verification	
1	Confirm latest approved method statement, drawings, and removal sequence; match revision numbers to site copies and permits; evidence: document register entry and responsible engineer’s approval captured in platform.
2	Verify release criteria: review concrete/steel strength reports (cylinders, cores, bolt tensions); acceptance: values meet design release thresholds stated on drawings; evidence: attach lab certificates and calculation summary.
3	Establish exclusion zones using barriers and signage; method: measure footprint and danger area on plan; acceptance: zone matches risk assessment; evidence: site photos and approved permit-to-work.
4	Conduct toolbox talk covering sequence, hold points, and no-demolition boundary; acceptance: all crew briefed; evidence: attendance sheet with names, roles, signatures, and date/time.
5	Inspect tools and lifting gear: torque wrenches, chain blocks, screw jacks; acceptance: calibration within last 6 months and tags intact; evidence: certificates linked to asset IDs.

Backpropping Confirmation	
6	Confirm backpropping layout against drawings; method: measure spacing with tape; acceptance: spacing within ±25 mm and quantity matches schedule; evidence: annotated photos and marked plan.
7	Check prop plumbness and seating; method: digital level and feeler gauge; acceptance: plumb within 3 mm/m, full bearing, no gaps; evidence: photos of heads/bases.
8	Confirm rated capacity of each prop; method: verify manufacturer tag and load path calculation; acceptance: capacity ≥ required reaction; evidence: tag close-up and calc snippet.
9	Preload/tighten screw jacks as specified; method: turns or torque indicator; acceptance: firm seating, observable uplift 0 mm at head; evidence: recorded readings per prop.

Release Order and Sequencing	
10	Brief release crews and assign radios; method: radio check before start; acceptance: clear call signs and channel log; evidence: communication test recorded.
11	Follow designated release order; method: loosen bolts/pins using torque wrench to set points; acceptance: only one bay/node unbraced at a time; evidence: time-stamped photos per bay.
12	Equalize unloading across the node; method: alternate sides in sequence; acceptance: level difference across node ≤ limits on drawings (e.g., 3 mm); evidence: laser level readings.
13	Avoid shock release; method: support with chain blocks before pin removal; acceptance: no sudden movement; evidence: observer log and continuous video clip if available.
14	Tag and store removed components; method: crates with fastener counts; acceptance: 100% reconciliation of pins/bolts; evidence: inventory sheet and photo of containers.

Monitoring and Measurements	
15	Install monitoring points pre-release; method: survey prisms, dial gauges, crack gauges; acceptance: baselines recorded; evidence: initial readings uploaded with locations.
16	Record deflection and rotation during each step; method: laser level and tilt sensor; acceptance: values ≤ design limits; evidence: log at 5-minute intervals and trend graph.
17	Track vibration/noise indicating distress; method: accelerometer and sound meter; acceptance: peaks below engineer-set alarms; evidence: automatic data export attached.

Hold Points and Approvals	
18	Stop at defined hold points; method: freeze works, notify engineer; acceptance: digital approval recorded before proceeding; evidence: e-signature and comment trail.
19	Exceedance response: reinstate support if readings breach limits; method: re-tighten/add props; acceptance: measurements return within limits; evidence: incident report and recovery log.

Post-Removal Review	
20	Final inspection of connections and finishes; method: visual check with borescope if needed; acceptance: no cracking, misalignment, or distress; evidence: close-up photos and checklist sign-off.
21	Survey final levels; method: total station; acceptance: deviation from baseline ≤ 5 mm; evidence: signed survey report and marked drawing.
22	Close permit, remove exclusion zone, archive records; method: upload files and link sensors; acceptance: complete dossier with QR-secured certificate; evidence: completion record distributed to stakeholders.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Sequence bracing removal is the controlled, documented release of temporary bracing in a structure, executed with validated backpropping, defined hold points, and real-time monitoring. This checklist focuses on temporary works bracing, progressive release sequencing, and structural monitoring, not demolition or cutting of permanent members. You will verify release criteria, confirm prop capacity and layout, maintain exclusion zones, and record deflections and rotations while unloading. By following a staged release order with clear stop-go hold points, you reduce risks such as sudden instability, overstress, cracked finishes, and worker exposure. Practical acceptance cues—like strength results meeting release thresholds, deflection readings within design limits, and calibrated tools—support defensible decisions per approved project specifications and authority requirements. The outcome is predictable load transfer, auditable evidence, and a clean sign-off trail. Use this interactive checklist to tick items, add comments, attach photos and logs, and export your record to PDF or Excel via QR-enabled verification.	1. Preparation: gather approved method statement, drawings, and permits; set exclusion zones; stage radios, calibrated torque wrenches, chain blocks, jacks, survey kit, sensors, and PPE; assign roles and hold points. 2. Project setup: open the checklist, select the project and location, set planned hold points, attach drawings, strength reports, and risk assessment; map monitoring points on the plan. 3. Start interactive mode: tick items as completed, add comments, upload photos and calibration certificates, and link live sensor logs to the relevant steps. 4. Control workflow: pause at hold points, notify the responsible engineer, and record digital approvals or instructions before proceeding to the next release step. 5. Export and sign-off: generate PDF/Excel with photos, readings, and timestamps; secure with QR code; capture digital signatures from contractor, engineer, and client representatives. 6. Archive and distribute: store the signed record in the project system, share links with stakeholders, and close out the permit and action items.