Site Survey and Layout Benchmark Inspection Checklist

Interactive checklist for site survey and layout inspection. Comment, tick, and export as PDF/Excel, secured with QR code.

Project:
Date:
Filled by:

Pre-Inspection Preparation

1	Gather all survey plans, maps, and layout drawings for the site.
2	Ensure all necessary surveying equipment is calibrated and ready for use.
3	Review the site access and safety protocols with the team.

Survey Data Verification

4	Check that all survey data aligns with the project's design specifications.
5	Verify the accuracy of topographical maps and elevations.
6	Confirm the coordinates of key points using GPS or total stations.

Layout Benchmark Examination

7	Inspect the physical markers and stakes for correct placement.
8	Measure distances between benchmarks and compare them to the plans.
9	Ensure benchmarks are stable and protected from potential disturbances.

Site Condition Assessment

10	Evaluate the site's current condition for any changes since the survey.
11	Check for any obstructions or environmental changes that could affect construction.
12	Document any discrepancies or issues found during the inspection.

Final Review and Reporting

13	Compile all inspection data and prepare a detailed report.
14	Share the inspection report with relevant stakeholders for review.
15	Archive the report and survey data for future reference and compliance.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
The site survey and layout benchmark inspection is a crucial preparatory phase in construction projects. It involves verifying the accuracy of the site's initial survey and the placement of layout benchmarks before any physical work begins. This step ensures that the project aligns with design specifications and prevents costly errors and delays. This checklist provides a comprehensive guide to inspecting various aspects of site surveys and benchmarks, helping professionals ensure quality and compliance. Users can interact with this checklist online, ticking off items, adding comments, and exporting the report as a PDF or Excel file, complete with QR code authentication for traceability.	1. Prepare by gathering necessary documents, tools, and reviewing site safety protocols. 2. Launch the interactive checklist and tick off items as each task is completed. 3. Add comments for any observations or issues encountered during the inspection. 4. Download the completed checklist in PDF or Excel format, with QR code for authenticity.