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Concrete Batch Ticket & Mix Verification – QA/QC Inspection

Concrete Batch Ticket & Mix Verification interactive checklist; commentable review of mix design and delivery with option to export as PDF/Excel for QA/QC.

Project:	
Date:	
Filled by:	

Pre-Delivery Verification	
1	Retrieve the latest approved mix design (ID, strength class, exposure, max w/c) from the submittal log and compare to planned pour; acceptance: exact match to current revision; evidence: upload approved mix sheet (PDF) and note revision/date.
2	Confirm supplier certification and batch plant status; method: request current certificates; acceptance: certification within 12 months or per approved project specifications and authority requirements; evidence: attach certificate images and expiry dates.
3	Verify test equipment calibration (slump cone, thermometer, air meter) is current; method: review calibration stickers and reports; acceptance: valid certificates on date of pour; evidence: upload calibration certificates and photos of stickers.
4	Check ambient/site conditions prior to delivery; method: measure air temperature (°C), relative humidity (%), wind (m/s); acceptance: within project limits; evidence: enter readings and attach site photo with weather display.
5	Confirm planned placement location and volume versus truck capacity; method: compare pour card to dispatch; acceptance: planned volume within truck load ±0.2 m^3; evidence: record pour ID, element, and attach marked plan.

Batch Ticket Review	
6	Photograph the complete batch ticket (front/back) before any onsite additions; method: high-resolution images; acceptance: all fields legible; evidence: upload photos and confirm readability check passes.
7	Verify truck ID, batch plant, driver name, and batch time are recorded; method: cross-check ticket fields; acceptance: all identification fields present and initialed; evidence: tick fields and note any gaps.
8	Confirm mix ID/design code, target strength (MPa), slump target (mm), and max w/c match approval; method: compare ticket to approved mix; acceptance: exact match; evidence: highlight fields on photo or attach markup.
9	Record batched quantities per m^3: cementitious (kg/m^3), water (kg/m^3), aggregates by size (kg/m^3), SCMs (kg/m^3); acceptance: cementitious within ±1%, water ±1%, aggregates ±2% or per specifications; evidence: enter values and save screenshot.
10	Verify admixture types and dosages (mL/m^3 or L/m^3) versus design; method: compare ticket to approval; acceptance: within ±3% of target or per specifications; evidence: note brand, lot, and dosage for each admixture.
11	Calculate theoretical water–cementitious ratio from ticket masses: w/(c+SCM); method: checklist calculator; acceptance: w/c ≤ specified maximum; evidence: store calculation image or app auto-calc record.
12	Confirm aggregate moisture corrections applied; method: review moisture % on ticket and adjusted batch masses; acceptance: correction lines present and values plausible; evidence: capture moisture readings or plant report excerpt.
13	Check yield versus ordered volume; method: compute theoretical yield from batch masses; acceptance: truck yield within ±1% of nominal m^3; evidence: attach calculation sheet or app screenshot.

Mix Compliance Checks	
14	Validate cement type/brand and mill certificate or lot number; method: compare to approved submittal; acceptance: exact match and traceable lot; evidence: note mill cert number and attach reference.
15	Confirm SCM proportion of total cementitious (e.g., fly ash, slag) matches design; method: compute percentage; acceptance: within ±2% absolute of design or per specifications; evidence: record calculation.
16	Measure concrete temperature at discharge with calibrated thermometer; method: insert probe per standard; acceptance: 10–32 °C or per approved project specifications; evidence: photo of reading and instrument ID.
17	Perform slump test per EN 12350-2 (or approved standard); method: slump cone on level plate; acceptance: within target ±25 mm or per specifications; evidence: photo of slump and recorded value (mm).
18	If air-entrained, test air content per EN 12350-7 (pressure method); method: calibrated air meter; acceptance: within specified target ±1.5% absolute; evidence: meter photo and value (%).

Onsite Verification & Adjustments	
19	Record any water added onsite using truck water meter or measured container; method: read meter or weigh; acceptance: total w/c remains ≤ maximum; evidence: recomputed w/c and photo of meter/measure.
20	Document onsite admixture additions (type, dose, time) and authorization; method: supervisor approval; acceptance: written authorization present; evidence: signed instruction and updated ticket notes.
21	After any additions, mix at 12–18 rpm for ≥30 revolutions; method: monitor drum counter; acceptance: revolutions recorded; evidence: photo of counter or driver log entry.
22	Verify discharge start time versus batch time; method: compare timestamps; acceptance: within allowable window per approved project specifications and authority requirements; evidence: entered times and photo of ticket clock line.
23	If nonconformance is detected, stop placement and issue NCR; method: notify QA/QC and engineer; acceptance: NCR number assigned and disposition recorded; evidence: NCR form and defect photos.

Documentation & Sign-Off	
24	Link ticket to placement location (gridline, element, elevation); method: annotate plan; acceptance: location unambiguously identified; evidence: uploaded marked-up plan and pour ID.
25	Capture inspector and contractor signatures on ticket and in app; method: wet ink and e-sign; acceptance: both signatures with timestamps; evidence: scanned ticket and digital signature log.
26	Export the finalized record to PDF/Excel with embedded QR authentication; method: app export; acceptance: files open and QR resolves to immutable record; evidence: distribution list and archive path.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Concrete Batch Ticket & Mix Verification ensures the delivered ready-mix matches the approved mix design before placement. This QA/QC concrete inspection focuses on batch ticket review, mix proportions, yield, and water–cement ratio confirmation, along with onsite adjustments and traceability. You will verify ticket fields, batching tolerances, admixture dosages, aggregate moisture corrections, and time stamps, then validate field parameters like temperature and slump per approved project specifications and authority requirements. By catching discrepancies early—such as excess water, incorrect admixture, or a mismatched mix ID—you prevent strength loss, durability issues, and repair costs while maintaining a defensible audit trail. The checklist keeps scope tight: verifying batch tickets, mix compliance, and any onsite additions. It does not cover structural design, finishing, or curing beyond recording required values. Use this interactive tool to tick steps, add comments for exceptions, attach photos, and export signed records to PDF/Excel with a secure QR code.	1. Preparation: bring approved mix submittals, calibrated slump cone and plate, thermometer, air meter (if required), PPE, a marked-up pour plan, and a charged tablet or phone for photos, calculations, and signatures. 2. Start interactive mode: open the checklist, select project, pour ID, and truck number. Scan or photograph the batch ticket, then tick items as you verify each requirement. 3. Record and verify: enter ticket quantities in SI units, let the tool auto-calculate w/c and yield, attach photos, and add comments for any discrepancies or clarifications. 4. Manage exceptions: tag nonconformances, request approvals for onsite additions, and document corrective actions with time-stamped comments and supporting images. 5. Sign-Off: capture digital signatures from the inspector and contractor, finalize the record, and export to PDF/Excel with an embedded QR code for authentication. 6. Distribute and archive: email stakeholders, upload to the document control system, and verify that the QR code resolves to the immutable record.