Ductwork Through a Non-Fire-Rated Wall: Inspection Guide

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Project	Location	Status

Date	Completed by

Confirm wall classification

No.	Done	Check / Requirement	Result	Notes / Evidence
1	☐	Confirm that the project documents identify the wall at this penetration as non-fire-rated. If the classification is missing or conflicting, record the issue for resolution before concealment.		

Identify penetration requirements

No.	Done	Check / Requirement	Result	Notes / Evidence
2	☐	Locate the applicable project detail or specification for opening clearance, sleeve or edge treatment, and perimeter finish. Record any missing requirements for resolution rather than assuming a standard clearance.		

Check other barrier requirements

No.	Done	Check / Requirement	Result	Notes / Evidence
3	☐	Check project documents for acoustic, smoke-control, or air-sealing requirements at this penetration, and identify the specified treatment where applicable.		

Measure opening clearance

No.	Done	Check / Requirement	Result	Notes / Evidence
4	☐	Measure and record clearance around the duct against the project detail, accounting for specified insulation thickness and movement allowance.		

Check insulation condition

No.	Done	Check / Requirement	Result	Notes / Evidence
5	☐	Where insulation is present, check that the opening does not compress or damage it or its vapor-retarder facing.		

Inspect opening and adjacent framing

No.	Done	Check / Requirement	Result	Notes / Evidence
6	☐	Check for damage or cuts to adjacent framing and compare any alterations with the project details. Record damage or undocumented alterations for resolution before finishing.		

Verify sleeve or edge protection

No.	Done	Check / Requirement	Result	Notes / Evidence
7	☐	Where a sleeve or edge protection is specified, verify its material, location, extent, and attachment against the applicable detail.		

Check exposed edges

No.	Done	Check / Requirement	Result	Notes / Evidence
8	☐	Inspect exposed opening and sleeve edges for burrs or sharp projections that could damage the duct, insulation, or facing.		

Verify duct support arrangement

No.	Done	Check / Requirement	Result	Notes / Evidence
9	☐	Compare the supports serving the penetration with the project support layout, including their locations and attachments. Do not assume supports are required on both sides unless specified.		

Confirm independent support

No.	Done	Check / Requirement	Result	Notes / Evidence
10	☐	Verify that the duct is supported independently and that its weight is not carried by the wall opening, sleeve, or perimeter seal.		

Inspect wall finish edges

No.	Done	Check / Requirement	Result	Notes / Evidence
11	☐	Inspect the wall edges around the penetration for loose material or damage requiring repair before perimeter finishing.		

Check finish surface preparation

No.	Done	Check / Requirement	Result	Notes / Evidence
12	☐	Check that surfaces receiving sealant, backing, or trim are clean and prepared according to the specified finish system's installation instructions.		

Verify space for perimeter finish

No.	Done	Check / Requirement	Result	Notes / Evidence
13	☐	Verify that the remaining perimeter gap accommodates the specified sealant, backing, or trim while retaining the movement allowance required by the project detail.		

Record unresolved items

No.	Done	Check / Requirement	Result	Notes / Evidence
14	☐	Record each unresolved requirement or installation discrepancy, including its location and required follow-up. Do not mark the penetration ready for concealment or final finishing until these items are resolved.		

Comments / Follow-up

Checklist guidance

A duct penetration through a non-fire-rated wall still needs careful coordination between the duct, wall opening, supports, and finish system. The approved checklist provides a project-based inspection framework without assuming a universal opening clearance, sleeve requirement, or support arrangement.

1. Gather the project documents covering wall classification, penetration details, barrier treatments, support layout, and perimeter finishing.

2. Use the approved checklist at the penetration, comparing observed conditions and recorded measurements with those documents.

3. Document missing requirements and installation discrepancies by location, including the follow-up needed for resolution.

4. Confirm unresolved items have been addressed before marking the penetration ready for concealment or final finishing.

Tick the box when complete. Record Not done or N/A in Result and note any follow-up.