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Inspect façade mock-up scope and acceptance criteria pre-fab

Inspect façade mock-up scope and acceptance criteria before fabrication with our interactive checklist—commentable and export as PDF/Excel—to align benchmarks, tests, and approvals.

Project:

Date:

Filled by:

Design Documentation

1	Verify mock-up scope matches contract drawings and defined elevations/grids using latest IFC, RFI, and addenda; acceptance: marked-up drawings issued, discrepancies logged, and minutes signed by designer and contractor.
2	Confirm shop drawings for mock-up include plans, elevations, sections, fixing details, and tolerances; method: cross-check against model; acceptance: current revision stamped "For Mock-Up", transmittal recorded in DMS.
3	Review structural calculations for panels, anchors, and brackets against design actions; method: engineer review; acceptance: capacities meet specified loads per approved project specifications; evidence: signed calc package.
4	Validate movement allowances (story drift, thermal, creep) at head, sill, jambs; method: compare detail gaps to movements; acceptance: movement capacity $\geq$ specified values; evidence: annotated details and movement table.
5	Run clash detection at the mock-up zone (structure, MEP, façade anchors); method: BIM clash report; acceptance: zero hard clashes, soft clashes resolved; evidence: report ID and screenshot set.

Materials and Samples

6	Approve control samples for glass, metal finish, sealants, gaskets under D65 lighting; method: visual booth and spectrophotometer; acceptance: $\Delta E \leq 2.0$ and gloss within ± 5 GU; evidence: readings and photos.
7	Verify product data sheets, CWCT/ETAG-equivalent durability info, and warranties; method: collect PDFs; acceptance: meets specified durability and warranty terms; evidence: logged in DMS with version control.
8	Confirm sealant/primer and substrate compatibility; method: lab adhesion and staining reports; acceptance: cohesive failure $\geq 95\%$ after conditioning; evidence: certified test reports with batch/lot numbers.
9	Check fasteners and anchors material grade and corrosion protection; method: spec sheet review; acceptance: grade and coating per environment (e.g., marine); evidence: datasheets and material certificates.

Performance and Testing	
10	Define mock-up test matrix (air, water, structural, serviceability) and sequence; method: draft ITP/test plan; acceptance: stakeholders sign-off; evidence: approved plan with hold/witness points.
11	Set performance thresholds: air leakage $\leq$ stated $\text{m}^3/\text{h}\cdot\text{m}^2$ at $\Delta P = 75 \text{ Pa}$; water penetration: none at specified pressure for duration; acceptance: numeric limits documented; evidence: criteria sheet attached.
12	Confirm calibrated instruments availability (manometers, spray rack flow meters, LVDTs); method: check calibration certificates; acceptance: calibration within 12 months; evidence: serial numbers and expiry dates.
13	Agree spray pattern and rate for water testing; method: nozzle check and timed collection; acceptance: uniform coverage at target $\text{L}/(\text{min}\cdot\text{m}^2)$; evidence: flow verification photos and measurements.
14	Set deflection and residual displacement limits for structural cycles; method: engineering review; acceptance: not exceeding specified limits; evidence: acceptance table and measuring method defined.

Interface and Tolerances	
15	Detail interfaces to structure, adjacent cladding, windows, and MEP; method: interface matrix; acceptance: responsibilities assigned and signed by all trades; evidence: published matrix.
16	Publish dimensional tolerances: frame squareness $\leq 2 \text{ mm}/1 \text{ m}$, joint width 8–12 mm, flatness $\leq 2 \text{ mm}/1 \text{ m}$; acceptance: tolerance table issued; evidence: included on drawings and ITP.
17	Verify embed and edge distances suit anchors; method: total station survey; acceptance: location deviation $\leq \pm 5 \text{ mm}$; evidence: georeferenced survey report and layout photos.
18	Confirm continuity of air, vapor, and thermal barriers at interfaces; method: detail review and mock-up sequencing; acceptance: uninterrupted layers; evidence: redlined details and checklist sign-off.

Constructability and Installation Method	
19	Review installation sequence, access, and lifting; method: method statement and rigging plan; acceptance: crane capacity verified, lift points detailed; evidence: stamped method statement and lift plan.
20	Define torque values for mechanical fixings; method: manufacturer data and torque wrench selection; acceptance: torque range documented; evidence: tool calibration and preset photos.
21	Plan storage and weather protection for components; method: storage plan and dataloggers; acceptance: $\text{RH} \leq 60\%$ for sealants and gaskets; evidence: datalogger records and photos.

Quality Records and Approvals	
22	Issue controlled drawing set with revision matrix; method: DMS control; acceptance: superseded versions archived; evidence: transmittal and approval stamps.
23	Assign witness/hold points and signatories (designer, façade engineer, GC, lab); method: responsibility matrix; acceptance: names and digital signatures captured; evidence: role list in checklist.
24	Conduct final pre-fabrication go/no-go review; method: meeting with action tracker; acceptance: all actions closed within 48 h; evidence: signed minutes and fabrication release.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Inspect façade mock-up scope and acceptance criteria before fabrication. This checklist guides a comprehensive façade mockup review, aligning visual benchmarks, performance requirements, and interface tolerances before components are released to the factory. It focuses on the pre-construction approval process: validating shop drawings, material samples, test plans, and responsibilities so there are no surprises on site. By agreeing joint widths, flatness, color and gloss tolerances, water and air performance limits, and witness/hold points now, teams avoid costly remakes, re-tests, and schedule slippage. You will capture evidence such as calibrated instrument IDs, survey reports, photos under D65 lighting, and digital signatures—creating a traceable record per approved project specifications and authority requirements. Use this as a shared reference with designers, façade engineers, general contractors, and manufacturers. Start in interactive mode to tick items, add comments where clarifications are needed, and export the agreed criteria as PDF/Excel with a QR-secured audit trail.	1. Preparation: Gather latest IFC/shop drawings, interface matrix, control samples, test plans, calibration certificates, and material submittals; bring measuring tools, spectrophotometer, torque references, and a camera. 2. Open the checklist on a tablet or laptop; create a new session titled with project, location, and date to keep evidence organized and traceable. 3. Walk through each group in order (Design Documentation, Materials, Performance, Interfaces, Constructability, Quality Records), attaching photos, readings, and files directly to relevant items. 4. Using the Interactive Checklist: Tick pass/fail, add comment threads for clarifications, and assign actions with due dates to responsible stakeholders. 5. Upload calibration certificates and survey reports; record instrument serial numbers, lots, and batch data in the item comments for future recall. 6. Generate an export to PDF/Excel with embedded photos and evidence. Enable QR authentication to lock the revision and prevent unauthorized edits. 7. Sign-Off: Capture digital signatures from the designer, façade engineer, general contractor, and supplier; distribute the export and archive it in the project DMS.