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Inspect Façade Air Leakage Readiness & Temporary Sealing

Inspect façade air leakage test readiness and temporary sealing with an interactive checklist, commentable and exporting as PDF/Excel for auditable approvals.

Project:	
Date:	
Filled by:	

Test Scope and Planning	
1	Confirm specimen ID, gridlines, elevation, and boundary on marked drawings; align with test location plan. Acceptance: boundary fully closed on all sides. Evidence: annotated photo of façade with boundary tape and drawing markup signed by QC.
2	Review approved project specifications and authority requirements for pressure range, sequencing, and reporting. Acceptance: documented test pressures and hold times available. Evidence: signed readiness checklist and extracted specification page references.
3	Coordinate occupant/tenant notifications and quiet hours to minimize interior turbulence. Acceptance: window of at least 2 h uninterrupted access. Evidence: email confirmation and posted notice photo with date/time.
4	Verify access equipment (MEWP/scaffold) inspection tags are current and reach all interfaces. Acceptance: inspection within last 7 days. Evidence: tag photo and reach plan showing corners and head/sill coverage.
5	Agree make-good plan for removal of temporary seals without residue. Acceptance: method statement approved. Evidence: signed method statement and sample area patch test result (no finish damage).

Temporary Sealing and Isolation	
6	Seal non-test openings (service penetrations, sockets, ducts) using 150–200 µm polyethylene film and low-tack tape. Acceptance: no smoke draw observed. Evidence: material lot numbers and before/after photos.
7	Mask weep holes and drainage paths only where permitted; tag each for reinstatement. Acceptance: count matches drawing take-off. Evidence: tag log and close-up photos per weep location.
8	Isolate adjacent joints beyond the chamber footprint to the defined buffer distance using backer rod and tape. Acceptance: smoke pencil shows no bypass at buffer. Evidence: video of smoke test and buffer dimension on tape measure.
9	Bag and clamp trickle vents/louvres not under test using reusable covers. Acceptance: face velocity ≤ 0.1 m/s with anemometer. Evidence: readings and photo of clamp/cover installation.
10	Install release paper beneath tapes on sensitive substrates (stone, coated metal). Acceptance: 24 h patch test shows zero adhesive transfer. Evidence: patch test photo with timestamp.
11	Confirm that only non-test pathways are sealed; do not obstruct the specimen leakage path. Acceptance: consultant concurrence. Evidence: consultant sign-off photo and marked-up specimen diagram.

Specimen and Interface Preparation	
12	Clean frames, gaskets, and interfaces; vacuum and wipe until dust-free. Acceptance: clean wipe shows no visible residue. Evidence: cleaning log and photos of sill, jambs, and head.
13	Close and latch operable units to test configuration; verify handle positions. Acceptance: uniform latch engagement at all points. Evidence: close-up photos and checklist of latch points.
14	Verify gasket continuity using mirror/feeler gauge; correct twists or gaps as allowed. Acceptance: uninterrupted contact line. Evidence: photos with scale and corrective action note if applied.
15	Check accessible pressure plate/fastener torques with a calibrated torque wrench. Acceptance: within ±10% of specified torque. Evidence: torque log with tool serial and calibration date.

Instrumentation and Controls	
16	Confirm digital manometer zero within ±0.3 Pa; tubing free of kinks. Acceptance: stable zero for 30 s. Evidence: photo of zero screen and tubing routing.
17	Verify calibration certificates for manometer and fan within 12 months. Acceptance: valid dates and serial numbers match equipment. Evidence: uploaded certificates and equipment ID photos.
18	Assemble and leak-check chamber or fan system using a blank-off. Acceptance: system leakage < 5% of target flow at planned pressure. Evidence: reading screenshot and setup overview photo.
19	Install interior and exterior pressure taps at specified heights; record tubing lengths. Acceptance: pressure stability within ±2 Pa over 60 s baseline. Evidence: baseline log and tap location photos.
20	Confirm fan capacity ≥ 120% of estimated leakage flow; prepare nozzle/range selection. Acceptance: capacity check sheet approved. Evidence: uploaded calculation and range selection photo.

Site Conditions and Safety	
21	Measure 10 min average wind speed at roof/elevation. Acceptance: ≤ 6 m/s average, gusts ≤ 8 m/s. Evidence: anemometer photo and log.
22	Record ambient temperature and RH near specimen. Acceptance: 5–35 °C and 30–80% RH. Evidence: meter photo and reading in readiness form.
23	Establish exclusion zone and signage; brief spotters on communication. Acceptance: barriers in place with clear routes. Evidence: site map photo and supervisor signature.
24	Check emergency egress paths remain operable with seals installed. Acceptance: open/close test passes without binding. Evidence: short video and witness signature.

Documentation and Approvals	
25	Conduct pre-test briefing covering roles, limits, and stop-work criteria. Acceptance: all stakeholders acknowledge. Evidence: attendance sheet and minutes.
26	Capture full photo set: before sealing, after sealing, and post-removal. Acceptance: timestamps and locations embedded. Evidence: album link and file list exported.
27	Obtain client/consultant readiness sign-off before pressurization. Acceptance: digital signatures recorded. Evidence: QR-authenticated sign-off in the platform.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Inspect façade air leakage test readiness and temporary sealing helps teams confirm the façade specimen, interfaces, and adjacent assemblies are correctly prepared for airtightness verification. This preparation phase—often called façade airtightness readiness or envelope leakage pre-test—focuses on isolating non-test openings, protecting finishes, and documenting conditions before any pressure is applied. The checklist targets curtain walls, windows, punched openings, and mixed façade zones while excluding structural deflection, water penetration, or acoustic testing. It reduces retests and damage by selecting suitable low-tack materials, sequencing access, and validating instrument calibration and capacity. You will verify chamber/fan setup, pressure taps, weather windows, and safety controls so that measured leakage reflects the façade, not the surrounds. Clear acceptance cues (e.g., stable pressure within ±2 Pa, no smoke draw at seals) and evidence capture (photos, readings, lot numbers, signatures) provide traceable compliance per approved project specifications and authority requirements. Start in interactive mode to tick items, add comments, and export to PDF/Excel with a QR-secured audit trail.	1. Preparation: Assemble low-tack tapes, polyethylene film (150–200 µm), backer rod, reusable vent covers, smoke pencil, anemometer, calibrated manometer, chamber/fan kit, measuring tools, PPE, and access equipment. 2. Preparation: Review drawings and specifications; mark the specimen boundary on elevation; brief the team on isolation limits, safety, communication, and make-good procedures. 3. Preparation: Confirm weather window, instrument calibration certificates, and equipment capacity; set up exclusion zones and verify egress routes remain operable. 4. Using the Interactive Checklist: Start interactive mode, assign items to team members, tick completed tasks, and attach photos, readings, and documents to each step. 5. Using the Interactive Checklist: Add comments to flag issues or clarifications, tag stakeholders, and generate interim exports to PDF/Excel for quick reviews. 6. Sign-Off: When all readiness items are complete, capture digital signatures from the contractor, consultant, and client representatives; the system secures the record with a QR code. 7. Sign-Off: Archive the final export in project folders, reference the specimen ID and date, and share a read-only link with the test team for on-site use.