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# Review façade cleaning and replacement strategy: damaged units

Review façade cleaning and replacement strategy for damaged units with an interactive checklist that is commentable and can export as PDF/Excel, ensuring safe, compliant delivery.

Project:
Date:
Filled by:

## Strategy Scope and Documentation

1	Confirm façade systems, elevations, and unit types in scope using marked drawings; acceptance: 100% elevations identified; evidence: approved strategy plan, signed cover sheet.
2	Review sequence for cleaning and replacement by elevation and drop; acceptance: aligns with access plan; evidence: annotated layout with dates and shifts.
3	Verify permits, notifications, and authority requirements; acceptance: all approvals current; evidence: uploaded permits with validity dates.
4	Confirm manufacturer guidance and warranty impacts; acceptance: written approvals for agents and methods; evidence: letters/emails attached.
5	Check availability of replacement units, sealants, gaskets; acceptance: materials match specification; evidence: lot numbers, finish codes, and certificates logged.

## Access and Safety Planning

6	Select access method (BMU, swing stage, rope access) covering 100% surfaces; acceptance: reach map complete; evidence: access plan with photos and engineer sign-off.
7	Verify anchor points, tie-backs, and parapet loads with calculations; acceptance: factors per design; evidence: stamped calc summary and inspection tags.
8	Set exclusion zones, debris nets, and signage; acceptance: zones match drop plan; evidence: site photos with measured offsets (m).
9	Brief PPE and rescue procedures for work at height; acceptance: drill completed; evidence: attendance sheet, rescue kit inspection checklist.

### Cleaning Methods and Materials

10	Identify substrates (glass, anodized aluminium, coated metal, stone); run 0.5 m <sup>2</sup> test patch; acceptance: no haze/scratch under 500 lx; evidence: before/after photos.
11	Approve cleaning agents and pads vs manufacturer limits; acceptance: pH within guidance; evidence: SDS upload, tool list (soft pads, squeegees).
12	Fix dilution ratios and dwell times; acceptance: documented mix log; evidence: measured volumes (L) and timer records.
13	Check rinse water quality using TDS meter; acceptance: ≤ 100 mg/L; evidence: meter photo with reading and serial number.
14	Set pressure washer limits and standoff; acceptance: ≤ 10 MPa at ≥ 0.5 m; evidence: gauge photo and nozzle ID.
15	Plan wastewater containment with berms, trays, wet vac; acceptance: zero uncontrolled discharge; evidence: containment layout and disposal manifest.

### Damaged Unit Assessment and Replacement Planning

16	Map damaged units by elevation with severity codes; acceptance: 100% marked; evidence: annotated drawings and photo grid references.
17	Measure unit sizes, edge clearances, and gasket grooves; acceptance: within ±2 mm; evidence: tape/feeler gauge readings recorded.
18	Verify replacements match finish, glazing build-up, and ratings; acceptance: like-for-like; evidence: labels, test certificates, batch records.
19	Develop removal/installation sequence and lift plan; acceptance: avoids differential loading; evidence: engineer-approved method statement.
20	Specify temporary weatherproofing (membrane, tape, foam); acceptance: watertight to 50 Pa check; evidence: leak check photos and sign-off.
21	Confirm sealant compatibility and cure; acceptance: per data sheet; evidence: batch numbers, expiry dates, cure log.
22	Set torque values for fasteners and brackets; acceptance: within spec; evidence: calibrated wrench ID and torque log (N·m).
23	Inspect glass lifters, slings, and frames; acceptance: certificates in date; evidence: inspection tags and photos.

### Protection and Environmental Controls

24	Protect adjacent finishes with films and drapes; acceptance: no overspray or staining; evidence: protection photos pre-start.
25	Confirm weather limits: wind < 10 m/s; ambient 5–35 °C; acceptance: within limits; evidence: on-site anemometer/thermometer readings.

Quality Control and Handover	
26	Define hold points and mock-up acceptance; acceptance: client sign-off; evidence: signed ITP, mock-up photos, benchmarks noted.
27	Plan daily reports with photos, readings, and comments; acceptance: complete per drop; evidence: uploaded reports with timestamps.
28	Organize as-builts with photo grid and unit IDs; acceptance: traceable locations; evidence: index sheet, QR-coded links.
29	Confirm waste segregation and disposal; acceptance: manifests filed; evidence: weights (kg), carrier license, receipts.
30	Complete warranty registrations and O&M; updates; acceptance: documents issued; evidence: submission receipts and distribution list.

**Comments:**

Filled by:

Signature:

Introduction	How to use this checklist
<p>Review façade cleaning and replacement strategy for damaged units is the starting point for safe, efficient, and compliant building envelope work. This checklist helps teams validate the façade maintenance plan, align cladding replacement methods, and set clear acceptance criteria for curtain wall cleaning and unit swap-out. Scope covers access planning, cleaning chemistry, wastewater control, damaged unit assessment, temporary weatherproofing, installation sequencing, and evidence capture. It excludes structural re-cladding schemes, insulation retrofits, and interior remediation. By front-loading a robust strategy review, you reduce scratching, etching, water ingress, schedule conflicts, and warranty voids, while delivering a uniform appearance and durable performance. Outcomes include documented approvals, calibrated tools, protected surroundings, and traceable QA records per approved project specifications and authority requirements. Use this interactive checklist to tick tasks, add photos, log meter readings, and attach approvals. Invite comments for clarifications, resolve actions in-thread, and export as PDF/Excel with a QR code for authenticated handover.</p>	<p>1. Preparation: assemble drawings, specifications, manufacturer guidance, permits, SDS, calibrated meters (TDS, pressure gauge), access plans, and PPE. Brief the team on scope and objectives. 2. Site readiness: verify safe access setup (BMU/swing stage/rope), exclusion zones, rescue kit, and weather conditions within limits. Stage replacement units and protection materials. 3. Start interactive mode: open the checklist, assign owners and due dates, and begin ticking items as evidence (photos, readings, approvals) is captured. 4. Use comments: raise clarifications, tag responsible roles, and resolve threads to create an auditable decision trail tied to each task. 5. Quality gates: pause at hold points for supervisor/client review, attach sign-offs, and compare results against mock-up benchmarks and acceptance criteria. 6. Export and share: generate a commentable snapshot and export as PDF/Excel for circulation. Include QR codes linking back to the authenticated record. 7. Sign-off: collect digital signatures from contractor, consultant, and owner, then archive all documents per approved project specifications and authority requirements.</p>