



ARCHITECTURAL
BUILDING
ENVELOPES



INSPECTION & TEST PLAN

Project: FIRST STREET SOUTH

Date of issue: 11/02/2022

Document No:

Main Contractor: Downing Construction Limited

Company Name: Focchi Ltd

Company Address: Sherlock House ,7 Kenrick Place - London - W1U 6HE

Telephone Number: +44 (0) 2072242934

Fax: +44 (0) 2074875732

Email: - info@focchiltd.co.uk

Web: - www.focchi.it

Contact Name(s):

REVISION HISTORY

REVISION	DESCRIPTION	DATE	AUTHOR	REVIEWER
00	First Issue	11/02/2022	N.D'Angelo	

Table of Contents

Introduction	3
ITP & Inspection plan summary	4
1. Delivery	8
FSS - ITP-001 - DELIVERY ARRIVAL ON SITE	9
2. Pre-installation	10
2.1. Calibration	10
2.2. Skilled personnel	10
2.3. Area Handover	10
Handover DCL / Focchi	11
FSS – DC-001 Area Handover Inspection Report	12
3. INSTALLATION	14
3.1. Benchmark	14
BENCHMARK INVITE	15
BENCHMARK INSPECTION REPORT	16
3.2. Cast in channels and Pull-out testing.	18
FSS - ITP-002 - CAST-IN CHANNELS ITP CHECKS	19
3.3. Brackets installation	20
FSS - ITP-003 - SLAB BRACKETS INSTALLATION ITP CHECKS	21
3.4. Base perimeter installation	23
FSS - ITP-004 - BASE/PERIMETER PROFILE INSTAL. ITP CHECKS	24
3.5. Saddle gasket installation	26
FSS - ITP-005 - SADDLE GASKET INSTALLATION	26
3.6. Unit Installation	28
FSS - ITP-006 - UNITS INSTALLATION ITP CHECKS	29
3.7. Fire Barrier Installation	31
FSS - ITP-007 – FIRE BARRIER INSTALLATION CHECK	32
3.8. Top Closure and Coping	34
FSS - ITP-008 - TOP CLOSURE & COPING INSTALLATION CHECK	34
3.9. Stick System Installation	36
FSS- ITP-009 - STICK SYSTEM INSTALLATION CHECK	36
FSS - ITP-010 - STICK SYSTEM GLASS INSTALLATION CHECK	38
3.10. Soffit Installation	40
FSS - ITP-011 - SOFFIT INSTALLATION CHECK	40

4. TESTING	41
4.1. Prior testing	41
4.2. Water test planning	41
WATER TEST INVITE TEMPLATE	42
WATER TEST REGISTER TEMPLATE	43
4.3 . Site hose test procedure	44
5. Handover Process	45
5.1. Pre protection handover	46
FSS – DC-004 – PRE-PROTECTION HANDOVER FORM	47
5.2. Final Stage handover inspection report	48
T1 – DC-005 - FINAL STAGE HANDOVER INSPECTION REPORT	49
6. Non-Conformity Report / Site damage report	50
NON CONFORMITY REPORT TEMPLATE	51
SITE DAMAGE REPORT TEMPLATE	52

Introduction

Focchi Ltd Site Inspection & test Plan document (ITP) will be implemented on site to monitor and record all façade works as the installation progresses. This document will provide an audit trail in relation to the Quality Control of all phases of the works, from delivery to façade unit installation. This document makes references, where necessary, to comply with both sub-contract clauses and consultant specification, together with the relevant standards and CWCT Technical Notes.

This document will be updated by the Focchi Quality Manager, reporting to the Project Manager as indicated in the Focchi Site Organisation Chart. The overall quality of the installation will be assessed daily by the Focchi Site Team, which will give technical support to the installation teams as required.

ITP & Inspection plan summary

Document Ref. & Rev.	Package Description:	Company Name:
	20070 CLADDING AND GLAZING	FOCCHI LTD
Document Title: Inspection & Quality Plan	SITE ITP	
Date of Issue: 17/2/2022	Start on Site: 27/01/2023	Finish: 10/12/2024

CONTRACTOR	Downing Construction Limited
Prepared By: Focchi	
Position: Quality Manager	
Date: 11/02/2021	
Responsible for Quality on-site:	

LEGEND (Inspection Codes)				
BC Building Control	H Hold Point	N Notification Point	T Test Required	A Approval Required
S Surveillance	R Random Inspection	I Information Issue	PI Planned Inspection	

Item no.	Activities	Reference Documents / Specification Clause	Acceptance Criteria	Test & Inspection		Verifying Document	Sign Off By				Records / Evidence Location
				by whom	Freq.			SKY	FOC	DCL	
1.0	Deliveries										
1.1	Deliveries – On Site Cladding Panel Unloading Procedures		Adequately Protected against Chipping and Staining Individual Identification Tag / Bar Code All Cladding must be left protected until unpacked for use	FOC SKY	Every stillage delivery	ITP-001	FOC QA	H	H		Cloud
2.0	Pre-Installation										
2.1	Calibration Certs for all setting out and checking equipment		Ensure all measuring and testing equipment is calibrated and in date.	SKY	1 Week prior to the First Cladding Installation	Sub-Contractor Calibration Inspection Record Sheet	FOC QA	H	H	H	Cloud
2.2	Skilled Personnel	Site inductions, plus safety critical and supervisor checks	Ensure all Installing Operatives are Competent and Qualified	SKY	1 Week prior to the First Cladding Installation	Sub-Contractor Records Site Induction Records	FOC QA	H	H	H	Cloud
2.3	Area Handover		As-built survey drawings and information showing	FOC	Prior to Any Cladding Installation Works	Subcontract or Area Handover Acceptance Sheet	FOC QA		H	H	Cloud

			levels of surface areas and Base Channel. All work areas must be clear of Obstructions and Surface Water (not 100%) All Pre-Cladding enabling works are within tolerance.			DC-001 DCLhandover document & Client software					
3.0	Installation										
3.1	Benchmark		Benchmark installation as per intended design	FOC DCL	For each installation type	Benchmark Inspection report	Downing CL		H A	H A	
3.2	Cast-In channels checks	Installation Drawings	Cast in channels set as per reference tolerances.		Every floor Every elevation	Sub-Contractor cladding installation check sheet ITP-002	Downing CL		H A	H A	Cloud
3.3	Set up and install of cladding brackets.	Installation Drawings	Brackets set as per reference documents.	SKY FOC DCL	Every floor Every Elevation	Sub-Contractor cladding installation check sheet ITP-003	FOC Quality Manager	100 %	10%	5%	Cloud
3.4	Base perimeter profile	Installation Drawings	Base perimeter installed as per reference documents.	SKY FOC DCL		Sub-Contractor cladding installation check sheet ITP-004	FOC Quality Manager	100 %	10%	5%	Cloud
3.5	Saddle gasket installation	Installation Drawings	Saddle gasket installed as per reference documents.	SKY FOC DCL	Every floor Every Elevation	Sub-Contractor cladding installation check sheet ITP-005	FOC Quality Manager	100 %	10%	5%	Cloud
3.6	Units installation	Installation Drawings	Units installed as per reference documents	SKY FOC DCL	Every floor Every Unit	Sub-Contractor cladding installation check sheet ITP-006	FOC Quality Manager	100 %	10%	5%	Cloud
3.7	Fire Barrier Installation	Installation Drawings	Fire Barrier installed as per approved documents	SKY FOC DCL SIDERISE	Every floor Every Elevation	Sub-Contractor cladding installation check sheet ITP-007	FOC Quality Manager	100 %	100 %	100 %	Cloud
3.8	Top Closure and Copping	Installation Drawings	Copping installed as per reference documents	SKY FOC DCL	Every floor Every Elevation	Sub-Contractor cladding installation check sheet ITP-008	FOC Quality Manager	100 %	10%	5%	Cloud
3.9	Stick System installation check	Installation Drawings	Stick installed as per reference documents	SKY FOC DCL	Every floor Every Elevation	Sub-Contractor cladding installation check sheet ITP-009	FOC Quality Manager	100 %	10%	5%	Cloud
	Stick System Glass installation check	Installation Drawings	Stick installed as per	SKY FOC	Every floor Every Elevation	Sub-Contractor cladding	FOC Quality Manager	100 %	10%	5%	Cloud

			reference documents	REN		installation check sheet ITP-010					
3.10	Soffit Installation check	Installation Drawings	Soffit installed as per reference documents	SKY FOC REN	Every floor Every Elevation	Sub-Contractor cladding installation check sheet ITP-011	FOC Quality Manager	100 %	10%	5%	Cloud
4.0	Installation Testing										
4.1	Site Hose Test	Drawings TBC	Check Criteria and Values Against Specs on CWCT's standard test methods for systemised bld envelopes, chapter 9 (cladding Related TN's) and TN 41 for site Water Testing Location areas to be approved by DCL	VINCI	On Completion of External envelopes (benchmark to be preliminary hose tested prior to installation of a large volume of units).	Report will be issued as test Certification after every visit with PASS-FAILURE Criteria.	FOC Quality Manager DCL TT		H	H A	Cloud
5.0	Handover Process										
5.1	Pre protection handover		Snag to be recorded pre protection	FOC REN	To be agreed with DCL	Pre protection handover form DC-004	FOC DCL		H A	H A	Cloud
5.2	Final handover report		All façade installed and snag free	FOC REN	To be agreed with DCL	Final Handover Report DC-005	FOC DCL		H A	H A	Cloud
6.0	Non-Conformance										
6.1	Non conformity report			Include the Responsible Personnel	As and when required	Sub-Contractor NCR Document DC-002	FOC Quality Manager		I	A	Cloud
6.2	Site Damage report			Include the Responsible Personnel	As and when required	Sub-Contractor SDR Document DC-003	FOC		I		Cloud

1. Delivery

Deliveries from FOCCHI SpA and / or specialist suppliers i.e. glass suppliers will be delivered to site following DCL defined logistics routes.

FOCCHI will advise with one week notice the planned deliveries to site. FOCCHI site staff will also remind during the DABS expected delivery for the following day.

Vertical and horizontal distribution will be carried out in accordance with the relevant and approved Method Statement. (Offloadings & material distribution). Both stillages and wooden crates will be checked for damage prior to unloading. Any damage will be recorded on the Delivery Checklist

Lorry off-loading will usually take 2 – 3 hours, depending on content of delivery and means of material distribution. Every 1 – 2 weeks, empty stillages will be collected and transported back to FOCCHI SpA for re-use. This process will usually take 4 – 5 hours.

Following arrival on site the package will be scan through an App based system, the record of the scan automatically stored in cloud system. The App based system will allow Focchi to control in real time the units on site.



FSS - ITP-001 - DELIVERY ARRIVAL ON SITE



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-001 - DELIVERY ARRIVAL ON SITE

GENERAL INFO

Date/Time	13/12/2021
Bar Code	
Record damages below if applicable	
Multi Photo	

2. Pre-installation

2.1. Calibration

Record of calibration certificates must be kept by both Focchi and installation sub – contractor prior any installation commences.

Calibration register must be in place to ensure all the tools and equipment has been inspected and calibrated showing the date of the next calibration needed.

2.2. Skilled personnel

Record of skills certificates must be kept by both Focchi and installation sub – contractor prior any installation commences.

Training matrix must be in place to ensure all operatives, supervisors and managers are qualified to carry out the tasks required.

2.3. Area Handover

Each floor handover from DCL to FOCCHI will be signed-off and recorded by both parties. In order to be handed over to FOCCHI the floor shall be as follows:

- a. floors must be clear of all props and materials
- b. no other traders should be allowed to work/enter the area
- c. edge protection properly installed, in good order and signed off by DCL
- d. standard lighting to be provided – access and egress lighting only
- e. means of material vertical distribution (such as Cantilever Platforms, Hoist or Platforms) to be provided
- f. means of personnel access (via stairs or passenger hoist) to be provided

Please note that before the commencing of works

- g. a 4-week start notice is required as per Contract requirements
- h. agreed gridlines and datum marked

Focchi personnel will carry out an inspection after the floor has been handed over and the inspection will be recorded in the “Focchi Handover Form”

The form DC-01 will be attached to the handover form and returned to DCL for record porpoise.

All handover, either accepted/rejected will be recorded in the handover register.

Please note that before the commencing of the works, a 4-week start notice is required as per Contract requirements.

Handover DCL / Focchi

FSS – DC-001 Area Handover Inspection Report



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchilt.co.uk

FSS - DC-001 - AREA HANDOVER INSPECTION REPORT

GENERAL INFO

HANDOVER REFERENCE NUMBER	
LEVEL	
GRID LINE	
ELEVATION	
PLANNED HANDOVER DATE	
ACTUAL HANDOVER DATE	
DATE OF PREVIOUS HANDOVER (if applicable)	
AREA IS:	

AREA INSPECTION CHECKLIST

As built surveys from structure and cast in channels handover to Focchi, along with the confirmation to proceed as per approved drawing Focchi documents?	
Check that all cast-in channels have been cast in according to Focchi builderswork. Check the correct placement of the channel according to Hilti cast-in channel installation guidelines	
In there sufficient lighting to carry out the task safely?	
Fire escape and fire route have been identified and they are clear for use?	
If applicable, are meaning to prevent falling object in place?	
Floor clean of other people material and dust removed from slab at 5 meters from the edge?	
Are the control points and datum viable to use by Focchi engineers?	
In Edge protection in place as per Focchi Safety guidelines and MS including corners adaption?	
Have Focchi received as built drawing for the cast in channel for the structure?	
Is power supply available on the floor and suitable for the task? (check for use of spider crane & tools)	
Is installation by others completed for Focchi to proceed?	

Page 1 of 2

T1 - DC-001 - AREA HANDOVER INSPECTION REPORT

Is the access route clear for Focchi Logistic?	
Is the Floor clear from other trades as per agreed?	
Are storage areas identified and sufficient for Focchi to feed the installation with continuity?	
Specific site provisions from the Main Contractor (Hoist, Cantideck, Ramps, Scaffold, etc.) in place on the floor?	

COMMENTS

COMMENTS	
----------	--

PHOTOS

Multi Photo	
-------------	--

ON BEHALF OF FOCCHI

PRINT NAME	
Signature	

3. INSTALLATION

3.1. Benchmark

For each installation type a benchmark on site will be offered for DCL and Architect approval.

When the installation is ready for inspection Focchi managers will submit formal invite to attend a benchmark meeting on site.

Throughout the inspection any comments will be recorded on a site benchmark report that will be submitted at the end of the site visit, for record purpose, to all the relevant parties.

Any comments raised will be addressed and followed up for closure by Focchi management. The benchmark, if approved will be a reference for future dispute regarding the site installation workmanship.

All benchmark offered and approved will be recorded in the Benchmark register.

The benchmark approval is required for the proceeding of the installation, and it is an hold point.

BENCHMARK INVITE



Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

INVITE TO ATTEND SAMPLE / BENCHMARK / MOCK UP PRESENTATION

Document Reference Number

Project Name:

Benchmark:

Date of invite issued:

List of issue

Date of Inspection:

**Time of Inspection to
be undertaken:**

Eg. EWS 110 ETC

Area / Location:

**Photographs areas to be
Inspected;**

DOC Ref.	FOC-QA-DC-03	Revision: 01	Issue date	13/05/2021	Page: 1
----------	--------------	--------------	------------	------------	---------

BENCHMARK INSPECTION REPORT



Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltld.co.uk

FOCCHI SAMPLE / BENCHMARK / MOCK UP RECORD

Document Reference Number

Project Name:

Benchmark:

Date of invite issued:

List of issue

Area / Location:

Detailed description of area /
item / equipment:

Date Of Inspection:

Attending the inspection:

Photographs:

Accepted / Rejected / Accepted with comments
Please list comments below:

Action Required:

Action Owner:

Report Issue list:

DOC Ref.	FOC-QA-DC-02	Revision: 01	Issue date	13/05/2021	Page: 1
----------	--------------	--------------	------------	------------	---------

ACCEPTANCE

Renaker **Signature:**

Print Name:
Position:
Date:

Architect **Signature:**

Print Name:
Position:
Date:

Focchi **Signature:**

Print Name:
Position:
Date:

DOC Ref.	FOC-QA-DC-02	Revision: 01	Issue date	13/05/2021	Page: 2
----------	--------------	--------------	------------	------------	---------

3.2. Cast in channels and Pull-out testing.

Details of tolerances required have been issued by Focchi as part of the Builderswork Drawings. HILTI guidelines for correct site installation and remedial work recommendation in the event that channels are out of tolerance has been issued by email and uploaded onto ASITE for information.

Channels must be cast to the agreed tolerances as bracket adjustment is designed to work within the agreed tolerance range.

After cast-in of the channels

Once the floor has been handed over to Focchi, setting out will commence. Cast-in channels will be checked against datum and control points provided on each floor by DCL. The placement of the channels will be inspected according to HILTI guidelines and the previously agreed tolerances – hold and approval by Focchi on ITP-002

FSS - ITP-002 - CAST-IN CHANNELS ITP CHECKS



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-002 - CAST-IN CHANNELS ITP CHECKS

GENERAL INFO

LEVEL	
GRID LINE	
ELEVATION	
Date/Time	

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

Renaker carried out the pull out test and it was successful	
Visual check that all cast-in channels have been cast in according to Focchi buildwork	
Record (if any) all missing channels	
Visual check the correct placement of the channel according to HILTI cast-in channel installation guidelines	
Record (if any) misplacement of channels	

COMMENTS

COMMENTS	
Notes: Record all remedial works required by FOCCHI (post anchor fixings, shimming, modified bracket) Record all remedial works required (scabbling, grouting)	

PHOTOS

Multi Photo	
-------------	--

On behalf of Focchi

PRINT NAME	
Signature	

3.3. Brackets installation

Once the cast-in channels and setting out have been carried out on the floor plan, then the brackets installation can commence.

Brackets will be installed according to the approved method statement. Operatives will be trained and competent to carry out such activity.

Once installed as per Installation drawings, fixings will be torqued in accordance with Focchi Operative Instructions and spray painted accordingly by sub-contractor and Focchi personnel. Those subsequently inspected by DCL will be spray painted in a different colour.

Focchi will perform a random 10% check of these fixings while DCL is asked to witness (5%) the inspection and sign the check sheet accordingly

FSS - ITP-003 - SLAB BRACKETS INSTALLATION ITP CHECKS



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-003 - SLAB BRACKETS INSTALLATION ITP CHECKS

GENERAL INFO

LEVEL	
ELEVATION	
Date/Time	

HOLD POINT 1

Cast-in channels have been inspected according to QA sheet ITP-X-0002 and remedial works (if any) carried out and recorded	
--	--

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

Check of brackets and fixings reference code according to Focchi installation drawings	
Brackets correct installation according to Focchi installation drawings	
Check of correct positioning (in/out, left/right, level)	
Final position check	
Torque setting according to Focchi installation manual	
Spray marking	

COMMENTS

COMMENTS	
RELEVANT DOCUMENTS	

PHOTOS

Multi Photo	
-------------	--

On behalf of Skyklass

PRINT NAME	
Signature	

On behalf of Focchi

Focchi	
PRINT NAME	
Signature	

On behalf of DCL - Spot check



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

T1 - ITP-003 - SLAB BRACKETS INSTALLATION ITP CHECKS

DCL	
Print Name	
Signature	

3.4. Base perimeter installation

Once the cast-in channels and setting out have been carried out on the floor plan, then base profile installation shall commence.

Usually, base profiles are installed at the bottom of each unitised elevation.

The aluminium base profile is fitted onto the supporting brackets, according to Focchi drawings.

Once checked for level and position the saddle gasket is applied and joints sealed.

Sign-off of the various stages of the Base profile installation will be by means of Base Profile Installation ITP Check Sheet.

FSS - ITP-004 - BASE/PERIMETER PROFILE INSTAL. ITP CHECKS



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-004 - BASE/PERIMETER PROFILE INSTAL. ITP CHECKS

GENERAL INFO

LEVEL	
ELEVATION	
Date/Time	

HOLD POINT

Cast-in channels inspected according to ITP-X-00002 and remedial works carried out wherever required	
Brackets installed and inspected according to ITP-X-00003	

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

Base/Perimeter profiles and fixings reference code check according to Focchi drawings	
Base/Perimeter profile installation in accordance with Focchi drawings	
Check of correct base/perimeter profile positioning (in/out, left/right, level)	
Installation of EPDM and jointing as per Focchi Installation manual	
Final base/perimetral profile position check	

COMMENTS

COMMENTS	
RELEVANT DOCUMENTS	

PHOTOS

Multi Photo	
-------------	--

On behalf of Skyklass

PRINT NAME	
Signature	

On behalf of Focchi - CHECK 10% installation

Focchi	
PRINT NAME	
Signature	



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

T1 - ITP-004 - BASE/PERIMETER PROFILE INSTAL. ITP CHECKS

On behalf of DCL - Spot check

DCL	
Print Name	
Signature	

3.5. Saddle gasket installation

FSS - ITP-005 - SADDLE GASKET INSTALLATION



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-005 - SADDLE GASKET INSTALLATION ITP CHECKS

GENERAL INFO

LEVEL	
ELEVATION	
Date/Time	

HOLD POINT 1

Base profile installed and inspected according to QA sheet ITP-004 and for panel ITP-006	
--	--

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

Saddle gasket reference code check according to Focchi drawings	
Top of the joint cleaned with Cleaner Sika Glass&Metal, Sika Aktivator205 applied and, then, SikaBond TF Plus N Black applied on the top of the vertical gasket and the snaps of saddle gasket for 30mm length.	
Cleaned the aluminium transom and gaskets in the joint correspondence using Glass & Metal	
Horizontal saddle gasket installed and overlapped as per GOP	
Flipper gasket cut as per GOP and System drainage principle drawings	

PHOTOS

Multi Photo	
-------------	--

On behalf of Skyklass

PRINT NAME	
Signature	

On behalf of Focchi - CHECK 10% installation

Focchi	
PRINT NAME	
Signature	

On behalf of DCL - Spot check



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-005 - SADDLE GASKET INSTALLATION ITP CHECKS

DCL	
Print Name	
Signature	

3.6. Unit Installation

Before the unit installation can start, operatives will check that the brackets have been sprayed and previous QA sheet filled and submitted accordingly to the ITP plan. After a row of units have been installed, saddle gasket is installed, and all gasket joints are sealed according to Focchi installation guidelines. QA sheet for unit installation and preparations is then filled in accordingly.

Skyclass Installation Quality Manager will complete an ITP check list while installing, one checklist will be completed for each unit. The IQM will digit the position code from the Focchi installation elevation drawing, the code will allow the tracing of the unit and the recording of the unique location. A second scan will be done on the unit label to automatically record the serial number. After this operation is completed the IQM will answer a series of holding point to ensure the installation is carried out correctly, pictures will be taken where required.

Installation will comply with the Site Operative instruction. (internal document)

Unit weights and dimensions are outlined in the Focchi Site Logistics Plan.
Unit installation and associated works e.g. saddle gasket installation and silicone sealing of adjacent gaskets will be carried out in accordance with the relevant and approved Method Statement and operative instructions.

Unit sign-off, both prior and post installation, will be by means of Units Preparation, Installation, Gasket ITP Check Sheet.

Each unit will have a unique reference number used for traceability. The reference number on elevation drawings which also include the unit code.

FSS - ITP-006 - UNITS INSTALLATION ITP CHECKS



Focchi Ltd
 Sherlock House Tel: (+44) 020 7224 2934
 7 Kenrick Place Fax: (+44) 020 7487 5732
 London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-006 - UNITS INSTALLATION ITP CHECKS

GENERAL INFO

LEVEL	
Position Code	The position code is a 3 digit code obtained from the elevation provided by Focchi with the position code reference
POSITION CODE	ID
Serial Number	The serial number is obtained scanning the Bar code on the unit label
SERIAL NUMBER	
LABEL PHOTO	
DATE INSTALLATION	
DATE ITP SHEET	

HOLD POINTS

Saddle gasket installed on the row of units below and inspected according to QA sheet ITP-D05	
Horizontal insulation panel between transom installed in correspondence of the internal partition wall	
Brackets fixed to the mullion before lifting operation as per Site Operative Instruction	
Insulating locking screws installed as per SOP	

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

Check unit frame integrity after offloading and decanting	
Fins installed as per specifications (if applicable)	
Fins checked for damages (if applicable)	
Unit with BNU socket installed in the correct position (when applicable)	
Check the CE-NUMBER on the relevant Focchi elevation or floor-plan drawing	
Correct installation and sealing of vertical "key" gasket as per Focchi Installation manual. Bottom cleaned with R40 and then sealed with DC971	
Insulation positioned in the cavity between the two units. Silicone to block the insulation during the unit installation.	

Page 1 of 2

FSS - ITP-006 - UNITS INSTALLATION ITP CHECKS

Check for ducts in correct position (if applicable)	
Insulation panel installed between transom in correspondence of the internal partition wall	
Final levelling and alignment of the unit	

COMMENTS

COMMENTS	
RELEVANT DOCUMENTS	

PHOTOS

INSTALLATION SNAGS	
--------------------	--

On behalf of Skyklass

PRINT NAME	
Signature	

On behalf of Focchi - CHECK 10% installation

Focchi	
PRINT NAME	
Signature	

On behalf of DCL- Spot check

DCL	
Print Name	
Signature	

3.7. Fire Barrier Installation

As facade installation progress, fire stopping will be installed along the perimeter of the building on each level.

Fire stopping insulation and flashings will be fitted according to the Focchi drawings approved fire stopping detail and in accordance with manufacturer's specifications, examples.

The methodology of installation will be as per approved method statement. After installation of each floor is complete it will be submitted to the supplier for sign off then, QA sheet will be filled in accordingly.

The documents will be transmitted to DCL at regular intervals.

All operatives and supervisor involved in the site fire barrier installation will receive a training session to install the barrier as per manufactures guidelines.

FSS - ITP-007 – FIRE BARRIER INSTALLATION CHECK



Focchi Ltd
 Sherlock House Tel: (+44) 020 7224 2934
 7 Kenrick Place Fax: (+44) 020 7487 5732
 London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-007 - FIRE BARRIER INSTALLATION CHECK

GENERAL INFO

LEVEL	
ELEVATION	
LOCATION/AREA/GRID LINE	
Date/Time	

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

Correct product installed (CWFS120)	
CWFS120 (Lamatherm) correctly installed in line with the underside of slab and Siderise tested detail	
Correct compression/Tight Butt Joints, All joints taped	
Brackets installed as per Focchi site instruction and Siderise manual	
Party wall locations: Full fill (double height) CW-FS-120	
Bottom pressing installed, sealed and Siderise fully compressed down on it	
Top pressing installed	
SL 100 installed correctly (where applicable)	

COMMENTS

COMMENTS	
RELEVANT DOCUMENTS	

PHOTOS

Multi Photo	
--------------------	--

On behalf of Skyclass

PRINT NAME	
Signature	

On behalf of Focchi - CHECK 10% installation

Focchi	
PRINT NAME	
Signature	

On behalf of DCL - Spot check

Page 1 of 2



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-007 - FIRE BARRIER INSTALLATION CHECK

DCL	
Print Name	
Signature	

3.8. Top Closure and Coping

FSS - ITP-008 - TOP CLOSURE & COPING INSTALLATION CHECK



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-008 - TOP CLOSURE & COPING INSTALLATION CHECK

GENERAL INFO

LEVEL	
ELEVATION	
Date/Time	

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

Check Insulation, EPDM membrane as been installed as per Focchi drawings	
Check of the Panels for any damage and defects	
Wipe down Panels from grease and dust before installation	
Check all fixings, accessories against Focchi installation drawings	
Installation of the Panels according to Focchi drawings and the method statement	
Check Setting-out, alignment against Focchi drawings	

COMMENTS

COMMENTS	
RELEVANT DOCUMENTS	

PHOTOS

Multi Photo	
-------------	--

On behalf of Skyclass

PRINT NAME	
Signature	

On behalf of Focchi - CHECK 10% installation

Focchi	
PRINT NAME	
Signature	

On behalf of DCL - Spot check

DCL	
Print Name	



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-008 - TOP CLOSURE & COPING INSTALLATION CHECK

Signature

Page 2 of 2

3.9. Stick System Installation

FSS- ITP-009 - STICK SYSTEM INSTALLATION CHECK



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-009 - STICK SYSTEM INSTALLATION CHECK

GENERAL INFO

LEVEL	
ELEVATION	
Date/Time	

HOLD POINTS

Cast-in channels inspected according to QA sheet ITP-002 and remedial works carried out wherever required	
---	--

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

Mullion installed as per installation drawing and SOI	
Prior transom installation silicone is applied as per SOI	
Transom fixed to the mullion accordingly to SOI	
Ensure that connection transom/mullion is correctly sealed	
Mullions and transom installed, aligned and levelled as per installation drawing and operative instruction	
Visible area cleaned, and drainage areas free and cleaned.	

COMMENTS

COMMENTS	
RELEVANT DOCUMENTS	

PHOTOS

Mult Photo	
------------	--

On behalf of Skyclass

PRINT NAME	
Signature	

On behalf of Focchi - CHECK 10% installation

Focchi	
PRINT NAME	
Signature	

On behalf of Renaker - Spot check



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-008 - STICK SYSTEM INSTALLATION CHECK

DCL	
Print Name	
Signature	

FSS - ITP-010 - STICK SYSTEM GLASS INSTALLATION CHECK



Focchi Ltd
 Sherlock House Tel: (+44) 020 7224 2934
 7 Kenrick Place Fax: (+44) 020 7487 5732
 London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-010 - STICK SYSTEM GLASS INSTALLATION CHECK

GENERAL INFO

LEVEL	
ELEVATION	
Date/Time	

HOLD POINTS

Stick system frame inspected according to QA sheet ITP-009	
--	--

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

DGU, gasket and sealant reference code against Focchi drawings	
Check of the DGU for any damage and defects	
Wipe down the DGU from grease and dust before installation	
Installation of the DGU according to Focchi drawings and the method statement	
Toggle fixings to be rotated to block the DGU into the channels between the glass panes	
Siliconing of the DGU perimeter according to Focchi installation manual	

COMMENTS

COMMENTS	
RELEVANT DOCUMENTS	

PHOTOS

Muti Photo	
------------	--

On behalf of Skyklass

PRINT NAME	
Signature	

On behalf of Focchi - CHECK 10% installation

Focchi	
PRINT NAME	
Signature	

On behalf of DCL- Spot check

Page 1 of 2



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-010 - STICK SYSTEM GLASS INSTALLATION CHECK

DCL	
Print Name	
Signature	

3.10. Soffit Installation

FSS - ITP-011 - SOFFIT INSTALLATION CHECK



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - ITP-011 - SOFFIT INSTALLATION CHECK

GENERAL INFO

LEVEL	
ELEVATION	
Date/Time	

CHECK - Focchi installation team to check 100% before submit the form to Focchi management

Check of soffit panels integrity after offloadings and decanting - any damage to be recorded	
Soffit substructure, thermal and acoustic insulation installed as per installation drawings	
Correct installation of the soffit panels as per installation drawing	
Final levelling and alignment after unit installation	
Check of the integrity of soffit panels after installation - any damage are to be recorded	
MVHR connections in place	

COMMENTS

COMMENTS	
RELEVANT DOCUMENTS	

PHOTOS

Multi Photo	
-------------	--

On behalf of Skyclass

PRINT NAME	
Signature	

On behalf of Focchi - CHECK 10% installation

Focchi	
PRINT NAME	
Signature	

On behalf of DCL - Spot check

DCL	
Static Text	

4. TESTING

4.1. Prior testing

Focchi will issue a mark-up with the general elevation highlighting the areas to be tested following CWCT standards.

Downing construction limited & Façade consultant will review and approve the mark-up to proceed with the testing on site. Downing construction limited will be responsible for the water management on site and areas availability according with the approved mark-up. Together with the mark-up Focchi will issue a water test area register to keep track of the areas that will be tested and record of dates and test results.

Focchi site manager will coordinate with Downing construction limited construction management to ensure the areas are available and no clashing with other trades will occur.

4.2. Water test planning

Once the mark-up has been approved by Downing Construction Limited and areas availability confirmed Focchi will issue formal invite to attend to Downing construction limited that will be responsible to forward the invite to the relevant parties. Once the invite is received by Downing construction limited and dates confirmed, Focchi personnel will proceed testing the areas as per mark-up agreed.

WATER TEST INVITE TEMPLATE



Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltld.co.uk

INVITE TO ATTEND WATER TEST

Document Reference Number (markup approved)

Project Name:

Date of invite issued:

List of issue

Date of testing:

Time of test to

be undertaken:

Area / Location:

Eg. EWS 110 ETC

Markup of areas to be tested;

DOC Ref.	FOC-QA-P01	Revision: 01	Issue date	29/05/2020	Page: 2
----------	------------	--------------	------------	------------	---------

WATER TEST REGISTER TEMPLATE



Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchilt.co.uk

WATER TEST REGISTER

REFERENCE CODE	BLOCK	ELEVATION	FLOOR	GRID LINE	Sq.M	TEST	DATE TESTED	RESULT	REPORT ISSUED	COMMENTS
BALUSTRADES										
SET-BAL-01	SHE	NCY	3	AB.5 - AB.7	8.4	Hose test				
SET-BAL-02	SHE									
RAIN SCREEN										
SET-RSC-01	SHE	WEST	7	AB.8 - AB.10	3.5	Spray Bar				
SET-RSC-02	SHE					Spray Bar				
SET-RSC-03	SHE					Spray Bar				
SET-RSC-04	SHE					Spray Bar				
SET-RSC-05	SHE					Spray Bar				
SET-RSC-06	SHE					Spray Bar				
DOORS AND WINDOWS										
SET-DEW-01	SHE	NORTH	5/6/7	AB.GH - AB.G	1	Spray Bar				
SET-DEW-02	SHE	NORTH	5/6/7	AB.GH - AB.G	1	Spray Bar				
SET-DEW-03	SHE	EAST	5	AB.23 - AB.20	1	Spray Bar				
SET-DEW-04	SHE	EAST	5	AB.23 - AB.20	1	Spray Bar				
SET-DEW-05	SHE	EAST	5	AB.23 - AB.20	1	Spray Bar				
SET-DEW-06	SHE	EAST	5	AB.23 - AB.20	3	Spray Bar				
SET-DEW-07	SHE	EAST	5	AB.23 - AB.20	1	Spray Bar				
SET-DEW-08	SHE	WEST	5	AB.24 - AB.25	6	Spray Bar				
SET-DEW-09	SHE	SOUTH	7	AB.G - AB.H	1	Spray Bar				
SET-DEW-10	SHE	SOUTH	7	AB.H - AB.I	1	Spray Bar				
SET-DEW-11	SHE	SOUTH	6	AB.G - AB.H	1	Spray Bar				
SET-DEW-12	SHE	SOUTH	6	AB.H - AB.I	1	Spray Bar				
SET-DEW-13	SHE	EAST	5	AB.06-AB-04	3	Spray Bar				
SET-DEW-14	SHE	EAST	5	AB.06-AB-04	1	Spray Bar				
SET-DEW-15	SHE	EAST	5	AB.06-AB-04	1	Spray Bar				
EWS										
SET-EWS-01	SHE	SOUTH	5/6/7	AB.G - AB.J	26	Hose test				
SET-EWS-02	SHE	NORTH	5/6/7	AB.GH - AB.G	27.5	Hose test				
SET-EWS-03	SHE	EAST	5	AB.23 - AB.20	22	Hose test				
SET-EWS-04	SHE	WEST	5/6/7	AB.03 - AB04	20	Hose test				
SET-EWS-05	SHE	WEST	6/7	AB.10 - AB12	38	Hose test				
SET-EWS-06	SHE	WEST	5/6/7	AB.17 - AB19	23.5	Hose test				
SET-EWS-07	SHE	WEST	6/7	AB.24 - AB.25	12	Hose test				
SET-EWS-08	SHE	NCY	6/7	AB.5 - AB-7	27	Hose test				
SET-EWS-09	SHE	sCY	6/7	AB.13 - AB-15	17	Hose test				

DOC Ref.	FOC-QA-P02	Revision: 01	Issue date	29/05/2020	Page: 2
----------	------------	--------------	------------	------------	---------

4.3. Site hose test procedure

On-site weathertightness testing to CWCT Standard Test Methods for Building Envelopes 2006, 9 - Hose Test. The test shall be conducted using a nozzle that will produce a solid cone of water droplets with a nominal spread of 30°. The nozzle shall be used with a 20 mm diameter hose and shall be provided with a control valve and a pressure gauge between the valve and the nozzle.

The pressure at the nozzle shall be adjusted to produce 220 ± 20 kPa (2.2 ± 0.2 bar/ 32 psi $\pm$ 2 psi) at the nozzle inlet with a flow rate of 22 ± 2 litre/minute.

The water shall be directed at the test section and perpendicular to the face of the wall.

The nozzle will be moved back and forth above 1.5 m of joint, at a distance of 0.3 m from the most exterior surface of the wall for a period of 5 minutes. The nozzle shall be moved back and forth in a continuously moving motion. The 1.5m length shall be traversed every 30 seconds.

Joints that are marginally longer than 1.5m could be sprayed pro-rata, but agreement should be sought with a site team or consultant first.

Working from the exterior, the wall test section shall be selectively wetted progressing from the lowest horizontal joint, then the intersecting vertical joints, then the next horizontal joint above etc. During the test, an observer on the indoor side of the wall, using a torch if necessary, shall check for any leakage and note where it occurs.

If no leakage occurs during the five-minute test, the next 1.5 m of joint shall be wetted for five minutes, and the testing continued in this manner until the entire test area is tested.

Inspection for water leakage shall continue for a period of 30 minutes after cessation of spraying in a zone of wall.

The order in which different areas are tested will progress from ground level towards the top of the building. The vertical dimension of any area to be tested shall not be greater than 3.5 m or 1.5 times the distance between successive floors of the building, whichever is least.

The water supply will be adjusted to provide a constant flow for 30 minutes equivalent to 5 litres per minute per metre length of spray bar, within an accuracy of $\pm 10\%$.

The inside face of the curtain walling/window will be inspected and the position and time since spraying began noted if any water leakage is observed. After completion of the test inspection for water leakage will continue for 30 minutes.

If any water leakage is observed the procedure below will be carried out:

If the source of water leakage cannot be positively identified at the time it occurred, then the framing members near the source will be dried and the joint taped over to prevent further water ingress. Testing will then continue as described above.

If the source of water leakage still cannot be positively identified, then the water supply was turned off after 15 minutes. The spray bar will be repositioned level with the transom at or immediately below that from which water leakage was observed and retested as described above. If the water leakage does not re-occur the spray bar will be repositioned at the next highest transom and again re-tested. This process will be repeated until water leakage re-occurs.

When water leakage occurs, the spraying will be stopped, and all joints only exposed for the last re-test will be dried and sealed with tape to prevent water ingress. The spraying will be re-started, and lengths of tape progressively removed at 15 minute intervals until the observed water leakage re-occurs. When this process identifies a point of water ingress, the last length of joint to be exposed will be re-sealed and the testing continued.

5. Handover Process

Once facade installation and watertight activities have been completed, the floor will be handed over back to Downing construction limited and Handover Form signed in accordingly.

All facade works will be protected accordingly. Materials - that may still have to be installed – will be stored in the agreed storage areas. All defects and damages up to date will be recorded with pictures on client software if applicable,

It is essential that snagging regime is kept to a minimum and that the following trades follow these guidelines:

- a. Protection shall not be removed, modified, or cut to get light or air in the apartments
- c. Focchi materials left in the agreed storage areas shall not to be moved by other trades. A member of Focchi staff is to be called to move them.
- d. If works are to be carried out by others close to the facade, extra care shall be taken (foam protectors applied to Alu towers/podiums, extra protection applied for wet works like painting/plastering, etc.)
- e. Focchi works shall not be adapted or modified or damaged during other trade's works.
- f. Focchi site staff will do random inspections on the floors to make sure such guidelines are followed.

The core of the handover process will follow the below stages:

1. When the façade installation is complete and prior protection a Joint inspection Focchi/ Downing construction limited will take place and Pre protection handover form filled. All the snags will be recorded on client software if applicable
2. Protection of works can take place and Focchi will hand over the façade back to DCL
3. DCL will remove the protection according to planning schedule
4. Focchi will address the snags identified and prepare the façade for final handover (in this phase there will be snags that belongs to Focchi and snags that belongs to Downing construction limited, the client software record will be used to identify the owner of the costs.
5. Final Stage handover inspection report

5.1. Pre protection handover

Once facade installation is completed and installation checked, Focchi will proceed in a first stage handover prior installing the protection.

All damages will be recorded on the client software in a joint inspection with DCL and then the units will be protected.

FSS – DC-004 – PRE-PROTECTION HANDOVER FORM



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - DC-004 - PRE-PROTECTION HANDOVER FORM

GENERAL INFO

LEVEL	
APARTMENT NUMBER (if required)	
DATE OF HANDOVER INSPECTION	

ACCEPTANCE

Facade inspected and ready for protection	
All damages identified are recorded on Snagmaster	

COMMENTS

LIST COMMENTS REQUIRED	
------------------------	--

PHOTOS

PHOTO SNAGGING RECORD	
-----------------------	--

On behalf of FOCCHI

Focchi	
Name	
Signature	

On behalf of DCL

DCL	
Name	
Signature	

5.2. Final Stage handover inspection report

Once all the snags have been repaired and the façade is accepted by both Focchi and DCL, ensuring all the snags on the client software are resolved, a joint inspection will take place and final handover inspection form completed.

The final handover inspection report is divided in two phases. Internal and external.

T1 – DC-005 - FINAL STAGE HANDOVER INSPECTION REPORT



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - DC-005 - FINAL STAGE HANDOVER INSPECTION REPORT

GENERAL INFO

LEVEL	
APARTMENT NUMBER (if required)	
DATE OF HANDOVER INSPECTION	
THE HANDOVER REFER TO	

ACCEPTANCE

Area handed over is accepted	
No further scratches, dents and damages have been identified in the current inspection	
Facade is snags free	

COMMENTS

LIST COMMENTS REQUIRED	
------------------------	--

PHOTOS

PHOTO SNAGGING RECORD	
-----------------------	--

On behalf of FOCCHI

Focchi	
Name	
Signature	

On behalf of DCL

DCL	
Print Name	
Signature	

6. Non-Conformity Report / Site damage report

Non conformity report are issued by Focchi when an activity by other is having a negative impact on the Focchi installation and schedule. Impact by other may include structure out of tolerances, floor handed over late, contractor impacting the Focchi installation, in general all the activities that are non-compliant with the approved drawings and interfere with the approved working schedule.

Nonconformity report may be internal and external.

Internal NCR are managed within the Focchi organization to manage such as production or design noncompliance.

External NCR are issued always toward the main contractor that will be responsible to cascade any required action to the trades involved.

Site damage report are issued when other trades are damaging the Focchi installation. Site damage report may be internal and external.

Internal SDR are managed within the Focchi organization to flag up damages occurred onsite while installing, such as glass breakage, scratch during transportation.

External NCR are issued always toward the main contractor when they occur on site and do not involve Focchi contractor. DCL will be responsible to cascade the action and cost to the relevant trade. SDR are issued in case of abuse of Focchi installation, and in general any activity toward Focchi materials and installation that is not approved and managed by Focchi team.

When NCR/SDR are issued a register must be in place to track the activities and the problem resolution. Focchi quality manager will be responsible to ensure all the NCR/SDR are resolved, and cost transmitted to the relevant parties.

An NCR register need to be in place for the NCRs received from the main contractor. In this case the quality manager will be sure the items are closed and gather evidence of the remedial works/action carried out. When an NCR is closed a formal communication will be transmitted to the main contractor.

NON CONFORMITY REPORT TEMPLATE



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - DC-002 - NON - CONFORMITY REPORT

GENERAL INFO

DATE OF NCR	
REFERENCE NUMBER	
NCR TYPE	
NCR CATEGORIES	
OTHER	
LEVEL	
GRID LINE	
ELEVATION	

NCR DETAILS

OBJECT OF THIS NCR	
PROPOSED REMEDIALS WORK	
PROPOSED STRATEGY TO PREVENT IT FROM HAPPEN AGAIN	
COST	
ADDITIONAL NOTES	
ATTACHMENT	

PHOTOS

Multi Photo	
-------------	--

ON BEHALF OF FOCCHI

PRINT NAME	
Signature	

SITE DAMAGE REPORT TEMPLATE



Focchi Ltd
Sherlock House Tel: (+44) 020 7224 2934
7 Kenrick Place Fax: (+44) 020 7487 5732
London W1U 6HE E-mail: info@focchiltd.co.uk

FSS - DC-003 - SITE DAMAGE REPORT

GENERAL INFO

DATE OF SDR	
REFERENCE NUMBER	
SDR TYPE	
LEVEL	
GRID LINE	
ELEVATION	

SDR DETAILS

OBJECT OF THIS SDR	
PROPOSED REMEDIALS WORK	
PROPOSED STRATEGY TO PREVENT IT FROM HAPPEN AGAIN	
COST	
ADDITIONAL NOTES	
ATTACHMENT	

PHOTOS

Multi Photo	
-------------	--

ON BEHALF OF FOCCHI

PRINT NAME	
Signature	