

Inspection Record for Airflow Control Devices

Record No.: _____
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Client: _____	Subcontractor: _____
Project No.: _____	Subcontract P.O. No.: _____
Project Name: _____	System designation: _____

Reference Document: BN-G-Y014, 14.2.3

Items to inspect	Subcontractor	Company		Remarks
	inspected initials/date	Hold Point	inspected* initials/date	
1.0 Check nameplate details				
2.0 Check cleanliness as necessary				
3.0 Check surface protection (galvanizing, special paint etc.)				
4.0 Check components with respect to airflow				
5.0 Check following for completeness, conformity, air tightness, accessibility, mounting, fixing and functioning:				
5.1 Damper actuators				
5.2 Manual dampers for system balancing				
5.3 Motorized dampers for flow control				
5.4 Fire dampers (review certificate)		h		
5.5 Terminal units				
5.6 Splitter dampers				

H - Company's presence is mandatory for all activities in section. Attachments, No. of pages: _____
h - Company's presence is mandatory.

Accepted for Subcontractor	Accepted for Company	Accepted for Client
Name: _____	Name: _____	Name: _____
Signature: _____	Signature: _____	Signature: _____
Date: _____	Date: _____	Date: _____

*Company only initials for holdpoint

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Record No.: _____
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Client: _____	Subcontractor: _____
Project No.: _____	Subcontract P.O. No.: _____
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Reference Document: BN-G-Y014, 14.2.3

Items to inspect	Subcontractor	Company		Remarks
	inspected initials/date	Hold Point	inspected* initials/date	
5.7 Pressure relief and backdraft dampers				
5.8 Diffuser, registers and grilles				
5.9 Transition and door grilles				

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Attachments, No. of pages:

Accepted for Subcontractor	Accepted for Company	Accepted for Client
Name: _____	Name: _____	Name: _____
Signature: _____	Signature: _____	Signature: _____
Date: _____	Date: _____	Date: _____

*Company only initials for holdpoint