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CONSTRUCTION QUALITY PLAN

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(Your Customer Name)

PROJECT NAME: XXXXXXXXXXXX

Abstract: This document describes the Company's quality plan for project (your name).

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REVISION LOG

Issue	Date	Comment	Author
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DOCUMENT CHANGE RECORD

Issue	Item	Reason for Change

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1.0 SCOPE

The Company's quality system has been fully documented and implemented and is maintained as needed to meet the requirements of the Company vision and governing policies.

The Company has adopted a process-oriented method of management. This approach emphasizes the importance of:

- a) [REDACTED]
- b) [REDACTED]
- c) [REDACTED]
- d) [REDACTED]

The sequence and interaction of processes has been determined and are controlled by [REDACTED]

Construction operations are performed according to applicable work instructions.

2.0 RESPONSIBILITY AND AUTHORITY

All employees are empowered to request corrective or preventive action to prevent the occurrence of nonconformities relating to the construction process or the quality management system. The Project Inspector oversees this effort and makes sure that [REDACTED]

Project Manager (guidance note: find and replace "project manager" with applicable title)

The Project Manager oversees all aspects of the job - responsibilities include:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The Project Manager has the authority to [REDACTED]

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Project Inspector

The Company's Project Inspector verifies conformance to all Work Orders, Plans and Specifications - responsibilities include but are not limited to:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The Project Inspector has the authority to [REDACTED]

See the Company's organization chart for lines of authority.

3.0 SUBMITTALS

Submittals are scheduled, reviewed, certified and managed to include [REDACTED]

Submittal Register

The Work Order is tailored to meet project schedules and is used as [REDACTED]

General Submittal Procedure

Prior to submittal, all items are checked and approved by the Project Inspector and each item is [REDACTED]

4.0 INSPECTION SYSTEM

Supplies are purchased and incoming materials are inspected to [REDACTED]

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The work instruction and other technical documentation provide the requirements for all work. In all cases, this includes [REDACTED]

The following inspections are performed as required:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Documentation and Control

- [REDACTED]
- [REDACTED]
- [REDACTED]

Inspection operations are defined in applicable work instructions.

5.0 TESTING

The Testing Plan for the (your project name) is as follows:

- [REDACTED]
- [REDACTED]
- [REDACTED]

Control, verification and acceptance testing procedures for each specific test include [REDACTED]

6.0 DOCUMENTS AND RECORDS

Records are controlled according to the **Records Control Procedure** to provide evidence of conformity to requirements. Documents are controlled according to the **Document Control Procedure** so that the information [REDACTED]

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7.0 CONTROL OF NONCONFORMANCES

Items that are found to be nonconforming against specified requirements are identified, documented, segregated (if possible), evaluated and dispositioned to prevent unintended use or delivery. Necessary corrective and preventive actions are taken to [REDACTED]

[REDACTED]

REWORK PROCEDURES

The Company has long standing successful **Control of Nonconformances** and **Corrective and Preventive Action** programs to ensure all deficiencies are recorded, logged and pursued from identification through acceptable corrective and preventive action. Upon identification of a construction deficiency, a Request for Support form is initiated by the Project Inspector and forwarded to the appropriate subcontractor for notification of construction deficiency.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

8.0 DOCUMENTATION

All reportable records include [REDACTED]

All submittals of records are maintained.

Test Reports are attached to the Daily Report/Work Order as they are received by the Project Inspector.

The Project Inspector submits all Inspection Reports not more than one (1) working day after each inspection.

Typical Registers / Files Maintained (as required)

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

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- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

9.0 WORKMANSHIP

The Company plans and carries out work activities that may include workmanship requirements for:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

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DAILY QUALITY CONTROL REPORT

Name:	Your Company Name		
Address:			
Contract No:		Date:	
Report No:			
Description and Location of Work:			
Weather:	<input type="checkbox"/> Clear <input type="checkbox"/> P. Cloudy <input type="checkbox"/> Cloudy	Temperature:	Min_____Max_____
Rainfall:	_____ inches		

Contractor/Subcontractors and Area of Responsibility with Labor Count for Each

a.	
b.	
c.	
d.	

Equipment Data: (indicate items of equipment, other than hand tools and whether or not used)

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. [REDACTED]

6. [REDACTED]			
VERIFICATION			
The above report is [REDACTED]			
[REDACTED]			
Project Inspector:			

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☐ Nonconformance ☐ Continuous Improvement Opportunity ☐ Calculated Risk Release

DATE RECEIVED: _____

SHEET _____ OF _____

[illegible]

QUALITY CONTROL REPORT

Contractor's Name:			
Contractor's Address:			
Contract No:			Date:
Report No:			
Description and Location of Work:			
Weather:	<input type="checkbox"/> Clear <input type="checkbox"/> P. Cloudy <input type="checkbox"/> Cloudy	Temperature:	Min _____ Max _____
Rainfall:	_____ inches		
Contractor/Subcontractors and Area of Responsibility with Labor Count for Each			
a.			
b.			
c.			
d.			
Equipment Data: (indicate items of equipment, other than hand tools, at the jobsite, and whether or not used)			
1.			
2.			
3.			
4.			
5.			

