READY TO INSPECT — FIELD CHECKLIST

Acoustical ceilings rough-in inspection checklist

Acoustical ceilings rough-in is the last time the work is fully visible. Once the cover inspection passes and the walls, ceilings and slabs close, every defect left behind becomes a demolition bill. This checklist walks the rough-in in the order the work goes in, with the photo each item needs before it gets buried. Work is commonly verified against ASTM C635 / C636, the applicable building code. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The ceiling foreman setting grid, or the GC's superintendent confirming above-ceiling trades are complete before tile is released. When: After the grid is hung and before tile is loaded, and only once the MEP work above the ceiling is complete and its own inspections are closed.

Grid layout and suspension

- [ ] Grid laid out square with balanced border tiles
  Main runners and cross tees square to the room, layout centered so border tiles are balanced and not slivered, grid level across the field.
  2 photos required
- [ ] Hanger wires spaced and tied to structure
  Wires at the required spacing along the mains, plumb and tight, tied to building structure and not to duct, pipe or conduit.
  2 photos required
- [ ] Grid components match the approved submittal
  Carton labels for mains, cross tees and wall angle photographed and matched to the submittal for profile, duty rating and finish color.
  1 photo required
- [ ] Hanger anchors set in structure as the detail shows
  Anchor type at the deck, joist or slab matches the approved detail, fully driven or wrapped, and not placed where the detail prohibits it.
  1 photo required
- [ ] Hanger wire gauge and wrap turns as specified
  Wire gauge matches the specification, each end wrapped with the tight turns the detail calls for, no kinked, nicked or spliced wires.
  1 photo required
- [ ] Main runner splices engaged and cross tees locked
  Every main splice seated, cross tee ends clicked into their slots with no loose or backed-out connections along the run.
  1 photo required
- [ ] Grid height set to the reflected ceiling plan
  Laser or level readings at the room corners and center match the ceiling height on the reflected ceiling plan, clear of window heads and soffits.
  1 photo required
- [ ] Obstructed hanger points spanned with a trapeze
  Where duct or pipe blocks a hanger location, a trapeze or supplementary member anchored to structure carries the wire, not the obstruction itself.
  No photo required

Seismic and perimeter

- [ ] Seismic bracing and perimeter clips where required
  Bracing wires, compression struts and perimeter attachment or clearance installed per the seismic design, edge conditions and expansion gaps as detailed.
  2 photos required
- [ ] Wall angle set level and fastened as detailed
  Wall molding snapped to a level line on every wall, fastened into studs or masonry at the spacing on the detail, tight to the wall with no bow.
  1 photo required

Above-ceiling readiness

- [ ] Above-ceiling MEP complete and inspected before tile
  Ductwork, piping, wiring and fire-stopping above the ceiling finished and their inspections closed, nothing left that needs the plenum reopened.
  2 photos required
- [ ] No other trade's work resting on or tied to the grid
  Conduit, cable, sprinkler drops and flex duct clear of the mains and tees, nothing using the grid or its hanger wires for support.
  1 photo required
- [ ] Top of grid and plenum cleared of scrap
  Cut-offs, fittings, bottles and loose insulation removed from the grid flanges and the plenum before tile closes it in.
  1 photo required
- [ ] Space conditions within the tile maker's limits
  Building enclosed, wet work such as taping and paint dry, and temperature and humidity confirmed with the super against the manufacturer's installation instructions.
  No photo required
- [ ] Access locations for valves and dampers coordinated
  Tiles that must stay liftable at valves, dampers, VAV boxes and junction points marked on the reflected ceiling plan with the trades that need them.
  No photo required