READY TO INSPECT — FIELD CHECKLIST

Expansion joint systems punch checklist

Expansion joint systems punch is where small misses become callbacks after the crew has demobilized. This checklist walks the finished work the way the owner and the next trade will see it, with the photo that closes each item instead of a note that reopens it. Work is commonly verified against manufacturer's published instructions, the applicable building code. Confirm the edition your authority having jurisdiction has adopted.

Who runs it: The joint-system installer on a callback, with the GC's superintendent closing joint punch items. When: During closeout, after the building has moved through a temperature cycle and after the first storms reveal leaking transitions.

Movement and wear

- [ ] Cover centering rechecked after a temperature swing
  Plate position and edge gaps compared with the as-set joint log; covers pinned to one side, binding or opened past the frame noted for the installer.
  1 photo required
- [ ] Seal gaskets still seated along the full run
  Rubber or foam seals held in their retainers end to end; pulled-out, flattened, split or missing lengths located and marked for replacement.
  1 photo required
- [ ] Finishes along both cover edges checked for cracking
  Tile, flooring and wall finish beside each cover checked for cracks or chipping that show the joint is binding or the finish was tied across it.
  1 photo required

Trace and re-seal

- [ ] Each defect located and photographed in context
  A close shot of the loose cover, torn seal or failed transition plus a wide shot placing it along the joint run.
  2 photos required
- [ ] Failed transitions traced to the source and re-sealed
  Leak or seal failure traced back to the actual transition or change of plane, re-sealed per the system, re-wetted and watched dry.
  No photo required

Secure and closure

- [ ] Loose covers re-anchored to sound substrate
  Cover re-anchored into solid concrete rather than re-driven into a spalled anchor, seated flat and centered again for movement.
  1 photo required
- [ ] No remaining joint items before signoff
  All joint punch items closed with photos before the runs are released to turnover.
  1 photo required
- [ ] Cover and seal cavity cleared of grit and debris
  Sand, construction grit and trash vacuumed out of cover pans, slide tracks and any internal gutter so the cover can travel and water can drain.
  1 photo required

Turnover

- [ ] Facilities staff walked through the joint runs
  Owner's staff shown where the joints run, what intact seals look like, how to keep tracks clean, and not to fasten, fill or caulk across a cover.
  No photo required
- [ ] Spare cover lengths or seal stock turned over if specified
  Any attic stock the specification calls for delivered, labeled with the system model and logged on the turnover transmittal.
  No photo required