

Construction quality control plan

A quality control plan is the document that says how quality gets verified on this job, by whom, and what evidence gets kept. Most plans fail on the last part: the process is described but the record is never defined, so nothing is auditable afterwards.

Who runs it: QA/QC manager writes it; the project manager owns it; every trade works to it. When: Written before mobilisation, reviewed at each definable feature of work, and updated when scope changes.

Roles and authority

- ☐ QC manager named with the authority to stop work
The plan states who can reject work and to whom they report, not the same person as production. No photo required
- ☐ Each definable feature of work has a named responsible party
A list of features with an owner, not a generic org chart. No photo required
- ☐ Testing agencies and special inspectors identified
Scope, qualification and reporting path for each third party. No photo required

Three-phase control

- ☐ Preparatory phase held before each feature of work
Submittals approved, materials on site and conforming, crew briefed on the acceptance criteria. 2 photos required
- ☐ Initial phase inspection on the first installation
Establish the workmanship standard on a real installation everyone can see and photograph. 3 photos required
- ☐ Follow-up inspections at defined intervals
Frequency stated in the plan, with a record of each one, not 'as required'. 2 photos required

Documentation

- ☐ Every inspection produces a dated, attributable record
Who inspected, what was inspected, what the result was, and the photos that support it. 2 photos required
- ☐ Records are tamper evident and retained
The plan states how records are stored and how alteration would be detected. 1 photo required
- ☐ Test and material certifications filed against the feature of work
Certifications traceable to the installation they cover, not a pile at the end of the job. 1 photo required

Nonconformance

- ☐ Nonconformance report raised on rejection
Numbered, described, photographed and assigned, with the accepted disposition recorded. 2 photos required
- ☐ Corrective action verified and closed with evidence
A closing photo and a signature, not just a status change. 2 photos required
- ☐ Recurring nonconformances trigger a process change
The plan says what happens when the same item fails three times. No photo required