

# Pre-handover Internal Quality Assurance Check

## Construction

### BATHROOM

Are doors working freely?

Yes

No

Na

Are all lights working?

Yes

No

Na

Are windows working freely?

Yes

No

Na

Are power points installed properly?

Yes

No

Na

Is door hardware well fitted?

Yes

No

Na

Is the paintwork in good condition?

Yes

No

Na

Are floor coverings complete?

Yes

No

Na

Are light fittings damage-free and clean?

Yes

No

Na

Are toilets properly installed?

Yes

No

Na

Are toilets damage-free?

Yes

No

Na

Is the toilet seat working properly?

Yes

No

Na

Is a vanity plug available?

Yes

No

Na

Is vanity in good condition?

Yes

No

Na

Is the towel rail correctly fixed?

Yes

No

Na

is towel rail correctly installed?

Yes

No

Na

Does towel rail have a connection to power?

Yes

No

Na

Are bath plugs available?

Yes

No

Na

Is the bath correctly installed?

Yes

No

Na

Is the shower door working properly?

Yes

No

Na

Is the shower door in good condition?

Yes

No

Na

Is the shower properly installed?

Yes

No

Na

Is the shower damage-free?

Yes

No

Na

Are shower tiles sealed with walls?

Yes

No

Na

Is the shower shelf properly installed?

Yes

No

Na

Is mirror damage-free?

Yes

No

Na

Is the toilet roll holder properly installed

Yes

No

Na

Is the toilet roll holder fixed to the wall?

Yes

No

Na

## BEDROOM 2

Are all lights working?

Yes

No

Na

Are windows working freely?

Yes

No

Na

Are power points installed properly?

Yes

No

Na

Is door hardware well fitted?

Yes

No

Na

Is the paintwork in good condition?

Yes

No

Na

Are floor coverings complete?

Yes

No

Na

Are doors working freely?

☐ Yes☐ No☐ Na

Are light fittings damage-free and clean?

☐ Yes☐ No☐ Na

Are wardrobes in good condition?

☐ Yes☐ No☐ Na

Are shelves fitted correctly?

☐ Yes☐ No☐ Na

Are wardrobe rails fitted correctly?

☐ Yes☐ No☐ Na

### BEDROOM 3

Are all lights working?

☐ Yes☐ No☐ Na

Are windows working freely?

☐ Yes☐ No☐ Na

Are power points installed properly?

☐ Yes☐ No☐ Na

Is door hardware well fitted?

☐ Yes☐ No☐ Na

Is the paintwork in good condition?

Yes

No

Na

Are floor coverings complete?

Yes

No

Na

Are doors working freely?

Yes

No

Na

Are light fittings damage-free and clean?

Yes

No

Na

Are wardrobes in good condition?

Yes

No

Na

Are shelves fitted correctly?

Yes

No

Na

Are wardrobe rails fitted correctly?

Yes

No

Na

#### BEDROOM 4

Are all lights working?

Yes

No

Na

Are windows working freely?

☐ Yes☐ No☐ Na

Are power points installed properly?

☐ Yes☐ No☐ Na

Is door hardware well fitted?

☐ Yes☐ No☐ Na

Is the paintwork in good condition?

☐ Yes☐ No☐ Na

Are floor coverings complete?

☐ Yes☐ No☐ Na

Are doors working freely?

☐ Yes☐ No☐ Na

Are light fittings damage-free and clean?

☐ Yes☐ No☐ Na

Are wardrobes in good condition?

☐ Yes☐ No☐ Na

Are shelves fitted correctly?

☐ Yes☐ No☐ Na

Are wardrobe rails fitted correctly?

☐ Yes☐ No☐ Na

## ENSUITE

Are all lights working?

☐ Yes☐ No☐ Na

Are windows working freely?

☐ Yes☐ No☐ Na

Are power points installed properly?

☐ Yes☐ No☐ Na

Is door hardware well fitted?

☐ Yes☐ No☐ Na

Is the paintwork in good condition?

☐ Yes☐ No☐ Na

Are floor coverings complete?

☐ Yes☐ No☐ Na

Are doors working freely?

☐ Yes☐ No☐ Na

Are light fittings damage-free and clean?

☐ Yes☐ No☐ Na



Are toilets installed properly?

Yes

No

Na

Is the toilet seat operational?

Yes

No

Na

Is the vanity well installed?

Yes

No

Na

Is vanity damage-free?

Yes

No

Na

Is a vanity plug available?

Yes

No

Na

Is the towel rail correctly fixed?

Yes

No

Na

is towel rail correctly installed?

Yes

No

Na

Does towel rail have a connection to power?

Yes

No

Na

Are bath plugs available?

Yes

No

Na

Is the bath correctly installed?

Yes

No

Na

Is the shower door working properly?

Yes

No

Na

Is the shower door in good condition?

Yes

No

Na

Is the shower properly installed?

Yes

No

Na

Is the shower damage-free?

Yes

No

Na

Are shower tiles sealed with walls?

Yes

No

Na

Is the shower shelf properly installed?

Yes

No

Na

Is mirror damage-free?

Yes

No

Na

Is toilet roll holder properly installed

Yes

No

Na

is the toilet roll holder fixed to the wall?

Yes

No

Na

## ENTRY

Is the front door freely working?

Yes

No

Na

Are floor coverings complete?

Yes

No

Na

Is the hardware in the front door installed?

Yes

No

Na

Are all lights working?

Yes

No

Na

Is paintwork of excellent quality?

Yes

No

Na

Are light fittings of good quality?

Yes

No

Na

Are all power points working

Yes

No

Na

Are light fittings damage-free and clean?

☐ Yes☐ No☐ Na

## EXTERIORS

Exteriors

☐ Yes☐ No☐ Na

Is flashing complete?

☐ Yes☐ No☐ Na

Are ORGs hunched?

☐ Yes☐ No☐ Na

Are the amount of cesspits as per the plan?

☐ Yes☐ No☐ Na

Are downpipes correctly installed?

☐ Yes☐ No☐ Na

Are downpipes secure?

☐ Yes☐ No☐ Na

Is cladding complete?

☐ Yes☐ No☐ Na

Are soakers correctly installed?

☐ Yes☐ No☐ Na

Are soffits free from damage?

Yes

No

Na

Is the garage door sealed?

Yes

No

Na

Signature

SIGNATURE

Date

DATE

2017-01-01

## FAMILY ROOM

Are all lights working?

Yes

No

Na

Are windows working freely?

Yes

No

Na

Are power points installed properly?

Yes

No

Na

Is door hardware well fitted?

Yes

No

Na

Is the paintwork in good condition?

☐ Yes☐ No☐ Na

Are floor coverings complete?

☐ Yes☐ No☐ Na

Are doors working freely?

☐ Yes☐ No☐ Na

Are light fittings damage-free and clean?

☐ Yes☐ No☐ Na

## GARAGE

Is the garage door working with remotes?

☐ Yes☐ No☐ Na

Are remotes functioning properly?

☐ Yes☐ No☐ Na

Is the door head tidy?

☐ Yes☐ No☐ Na

Are all lights working?

☐ Yes☐ No☐ Na

Are all doors working freely?

☐ Yes☐ No☐ Na

Are windows working freely?

Yes

No

Na

Are all power points installed properly?

Yes

No

Na

Is the floor clean and tidy?

Yes

No

Na

Is the door hardware fitted properly?

Yes

No

Na

Is the ceiling hatch properly installed?

Yes

No

Na

Is paintwork of excellent quality?

Yes

No

Na

Is the fiber hub fitted well?

Yes

No

Na

Are all light fittings clean?

Yes

No

Na

Are all light fittings free of damage?

Yes

No

Na

Is the water valve cover damage-free?

Yes

No

Na

Is the water valve cover clean

Yes

No

Na

Is general building features compliant?

Yes

No

Na

## GENERAL

Is the gas working?

Yes

No

Na

Is the water on?

Yes

No

Na

Is the power on?

Yes

No

Na

## HALLWAY

Are all lightings in good condition?

Yes

No

Na

Are windows freely working?

Yes

No

Na



Are all power points correctly installed?

Yes

No

Na

Are doors working freely?

Yes

No

Na

Are windows working freely?

Yes

No

Na

Is paintwork of good quality?

Yes

No

Na

Is door hardware of good quality?

Yes

No

Na

Are light fittings clean?

Yes

No

Na

Are light fittings damage-free?

Yes

No

Na

Are floor coverings clean?

Yes

No

Na

Are general conditions compliant?

Yes

No

Na

## KITCHEN

Is the cooktop working?

☐ Yes☐ No☐ Na

Is the dishwasher working?

☐ Yes☐ No☐ Na

Is the wall oven operational?

☐ Yes☐ No☐ Na

Is rangehood working?

☐ Yes☐ No☐ Na

Is top ware working?

☐ Yes☐ No☐ Na

Is the waste disposal system working

☐ Yes☐ No☐ Na

Are soft close drawers working?

☐ Yes☐ No☐ Na

Are lights working?

☐ Yes☐ No☐ Na

Is tapware operational?

☐ Yes☐ No☐ Na

Are all power points working?

☐ Yes☐ No☐ Na

Is splashback tidy?

☐ Yes☐ No☐ Na

Is waste cut out tidy?

☐ Yes☐ No☐ Na

Are cabinets handles leveled?

☐ Yes☐ No☐ Na

Are all cabinet doors and drawers aligned?

☐ Yes☐ No☐ Na

Are all benches damage-free?

☐ Yes☐ No☐ Na

Is paintwork of good quality?

☐ Yes☐ No☐ Na

Are cabinet toe kicks damage-free?

☐ Yes☐ No☐ Na

Are WIP doors working freely?

☐

Yes

☐

No

☐

Na

Are door handles well fitted?

☐

Yes

☐

No

☐

Na

Are floor coverings complete?

☐

Yes

☐

No

☐

Na

Are light fittings damage-free and clean?

☐

Yes

☐

No

☐

Na

Dining room

☐

Yes

☐

No

☐

Na

Are all lights working?

☐

Yes

☐

No

☐

Na

Are windows working freely?

☐

Yes

☐

No

☐

Na

Are power points installed properly?

☐

Yes

☐

No

☐

Na

Is door hardware well fitted?

☐

Yes

☐

No

☐

Na

Is the paintwork in good condition?

Yes

No

Na

Are floor coverings complete?

Yes

No

Na

Are doors working freely?

Yes

No

Na

Are light fittings clean and free from damage?

Yes

No

Na

## LAUNDRY

Are HWC restraints fitted?

Yes

No

Na

Is HWC installed?

Yes

No

Na

Is running water available?

Yes

No

Na

Is the laundry tub installed?

Yes

No

Na

Are all taps working and have running water?

Yes

No

Na

Are all lights working?

Yes

No

Na

Are power points well installed?

Yes

No

Na

Are shelvings in the linen cupboard installed correctly?

Yes

No

Na

Is a power point installed for all appliances?

Yes

No

Na

Are doors working freely?

Yes

No

Na

Are windows working freely?

Yes

No

Na

Is the paintwork of excellent quality?

Yes

No

Na

Is door hardware properly installed?

Yes

No

Na

Are light fittings clean and damage-free?

☐ Yes☐ No☐ Na

Is the laundry tub sealed with a wall?

☐ Yes☐ No☐ Na

Is approved foot protection used?

☐ Yes☐ No☐ Na

## LIVING ROOM

Are all lights working?

☐ Yes☐ No☐ Na

Are windows working freely?

☐ Yes☐ No☐ Na

Are power points installed properly?

☐ Yes☐ No☐ Na

Is door hardware well fitted?

☐ Yes☐ No☐ Na

Is the paintwork in good condition?

☐ Yes☐ No☐ Na

Are floor coverings complete?

☐ Yes☐ No☐ Na

Are doors working freely?

Yes

No

Na

Are light fittings damage-free and clean?

Yes

No

Na

## MASTER BEDROOM

Are all lights working?

Yes

No

Na

Are windows working freely?

Yes

No

Na

Are power points installed properly?

Yes

No

Na

Is door hardware well fitted?

Yes

No

Na

Is the paintwork in good condition?

Yes

No

Na

Are floor coverings complete?

Yes

No

Na

Are doors working freely?



☐ Yes☐ No☐ Na

Are light fittings damage-free and clean?

☐ Yes☐ No☐ Na

## OTHERS

Others

☐ Yes☐ No☐ Na

Are all lights working?

☐ Yes☐ No☐ Na

Are windows working freely?

☐ Yes☐ No☐ Na

Are power points installed properly?

☐ Yes☐ No☐ Na

Is door hardware well fitted?

☐ Yes☐ No☐ Na

Is the paintwork in good condition?

☐ Yes☐ No☐ Na

Are floor coverings complete?

☐ Yes☐ No☐ Na

Are doors working freely?

Yes

No

Na

Are light fittings damage-free and clean?

Yes

No

Na

## STUDY

Are all lights working?

Yes

No

Na

Are windows working freely?

Yes

No

Na

Are power points installed properly?

Yes

No

Na

Is door hardware well fitted?

Yes

No

Na

Is the paintwork in good condition?

Yes

No

Na

Are floor coverings complete?

Yes

No

Na

Are doors working freely?

☐ Yes☐ No☐ Na

Are light fittings damage-free and clean?

☐ Yes☐ No☐ Na

Are wardrobe rails fitted properly?

☐ Yes☐ No☐ Na

Are wardrobe shelves fitted in good condition?

☐ Yes☐ No☐ Na

## WALK-IN ROBE

Are all lights working?

☐ Yes☐ No☐ Na

Are windows working freely?

☐ Yes☐ No☐ Na

Are power points installed properly?

☐ Yes☐ No☐ Na

Is door hardware well fitted?

☐ Yes☐ No☐ Na

Is the paintwork in good condition?

☐ Yes☐ No☐ Na

Are floor coverings complete?

Yes

No

Na

Are doors working freely?

Yes

No

Na

Are light fittings damage-free and clean?

Yes

No

Na

Are rails fitted well?

Yes

No

Na

Are shelves well fitted?

Yes

No

Na

## WC

Are all lights working?

Yes

No

Na

Are windows working freely?

Yes

No

Na

Are power points installed properly?

Yes

No

Na

Is door hardware well fitted?

☐ Yes☐ No☐ Na

Is the paintwork in good condition?

☐ Yes☐ No☐ Na

Are floor coverings complete?

☐ Yes☐ No☐ Na

Are doors working freely?

☐ Yes☐ No☐ Na

Are light fittings damage-free and clean?

☐ Yes☐ No☐ Na

Is the toilet well installed?

☐ Yes☐ No☐ Na

Is the toilet seat installed and in good condition?

☐ Yes☐ No☐ Na

Is basin installed

☐ Yes☐ No☐ Na

Is basin plug supplied?

☐ Yes☐ No☐ Na

Is tapware working properly?

☐

Yes

☐

No

☐

Na

Is the towel rail correctly fixed?

☐

Yes

☐

No

☐

Na

is towel rail correctly installed?

☐

Yes

☐

No

☐

Na

Does towel rail have a connection to power?

☐

Yes

☐

No

☐

Na

Is the mirror in good condition?

☐

Yes

☐

No

☐

Na

Is the toilet roll holder properly installed

☐

Yes

☐

No

☐

Na

Is the toilet roll holder fixed to the wall?

☐

Yes

☐

No

☐

Na