

Final Inspection Checklist



Following completion, a final inspection should be carried out to ensure that the installation is of the highest standard and we recommend that there should be a formal procedure for checking the work, using a checklist similar to the one shown below. We also recommend that these checks should be carried out in the presence of the customer, who should be familiarised with the operation, and Bereco operating and maintenance instructions should be left with the customer.

Inspection	Area to be checked	Yes/No
Visual Appearance	1. Windows installed plumb, square and vertical.	
	2. Exposed faces including beads free from surface damage.	
	3. Window and frame clean and all protective film removed.	
	4. Check for damage around surrounding aperture.	
	5. Check all internal trims are installed correctly.	
	6. Check the site is clean and all debris is removed.	
Glazing	1. Glazing as specified.	
	2. No cracks or scratches on glass, or signs of unit failure.	
	3. Obscure glass is oriented the correct way.	
Operation	1. All opening sashes open and close correctly	
	2. No air gaps between seals and frames.	
	3. No scraping or rubbing between Espagnolette and keepers.	
	4. When doors slam, no bounce, or outer frame movement	
	5. All operation gear correctly lubricated.	
	6. All hardware attached with correct number of fixings.	
Sight Lines	1. Visually correct.	
	2. Adjacent vents aligned.	
Sealing	1. Sealant to be continuous around frame run.	
	2. No excess sealant to be present on frame faces.	
Bay Windows	1. Ensure no settlement of structure when temporary supports removed.	
	2. Check that flashings and DPC have not been disturbed or damaged	