

Pre-Pour Inspection Checklist

Cavoren ITP | Pre-pour field record | Blank form for project completion

For ordinary cast-in-place slab and footing pre-pour checks. Complete the project fields below.

Project		Contractor / client	
Element / pour number		Location / grid	
Inspection date		Drawing / revision	

Checks PP-01 to PP-04

Check	Project requirement / reference	Site record
PP-01 Project documents and pour identification Confirm this checklist identifies the correct project, element and pour; check current approved drawings, specification, mix approval and required test arrangements are available.	Acceptance / values: _____ Drawing / spec ref: _____	Result: Pass / Fail / N/A / Pending Observation: _____ Issue / evidence: _____ Inspector initials / date: ____ Recheck ref / date: _____
PP-02 Set-out and dimensions Check element location, grid references, dimensions and levels against the approved drawings.	Acceptance / values: _____ Drawing / spec ref: _____	Result: Pass / Fail / N/A / Pending Observation: _____ Issue / evidence: _____ Inspector initials / date: ____ Recheck ref / date: _____
PP-03 Founding or substrate Check exposed founding surface or substrate type, level and condition; confirm any required geotechnical or design release is recorded.	Acceptance / values: _____ Drawing / spec ref: _____	Result: Pass / Fail / N/A / Pending Observation: _____ Issue / evidence: _____ Inspector initials / date: ____ Recheck ref / date: _____
PP-04 Formwork and temporary works Check formwork line, level, dimensions, support/bracing, tightness, cleanliness, release-agent condition and access for placement.	Acceptance / values: _____ Drawing / spec ref: _____	Result: Pass / Fail / N/A / Pending Observation: _____ Issue / evidence: _____ Inspector initials / date: ____ Recheck ref / date: _____

Pre-pour checks continued

Project: _____ Element / pour: _____ Location / grid: _____

Check	Project requirement / reference	Site record
PP-05 Reinforcement identification and traceability Check reinforcement type, size and identification against the approved bar schedule; confirm project-required certificates or traceability records are available.	Acceptance / values: _____ Drawing / spec ref: _____	Result: Pass / Fail / N/A / Pending Observation: _____ Issue / evidence: _____ Inspector initials / date: _____ Recheck ref / date: _____
PP-06 Reinforcement placement and cover Check bar arrangement, spacing, laps, anchorage, supports, specified cover and congestion against structural details.	Acceptance / values: _____ Drawing / spec ref: _____	Result: Pass / Fail / N/A / Pending Observation: _____ Issue / evidence: _____ Inspector initials / date: _____ Recheck ref / date: _____
PP-07 Cast-in items, services and joints Check applicable cast-in plates, bolts, sleeves, conduits, waterstops, construction/isolation joints and other embedded items for type, location, level and secure fixing.	Acceptance / values: _____ Drawing / spec ref: _____	Result: Pass / Fail / N/A / Pending Observation: _____ Issue / evidence: _____ Inspector initials / date: _____ Recheck ref / date: _____
PP-08 Pre-pour area readiness and release Confirm preceding checks are complete, debris and standing water are addressed as required by project documents, access is ready, open issues are dispositioned, and the required project release decision is recorded.	Acceptance / values: _____ Drawing / spec ref: _____	Result: Pass / Fail / N/A / Pending Observation: _____ Issue / evidence: _____ Inspector initials / date: _____ Recheck ref / date: _____

Issues, rechecks and pour release

Project: _____ Element / pour: _____ Location / grid: _____

Item / date	Issue / corrective action	Disposition / recheck	Evidence reference	Responsible person / sign / date

Release decision: ☐ Ready to pour ☐ Not released ☐ Pending conditions Date / time: _____

Open conditions / release basis / required client notice: _____

Contractor representative name / signature: _____ Date / time: _____

Client / reviewer name / signature (only if required by project): _____ Date / time: _____

Scope includes pre-placement document, set-out/founding, formwork, reinforcement, cast-in/joint, area-readiness and release checks. Excludes delivery/testing, placement, compaction, finishing, curing, post-pour, precast, prestressing, shotcrete, piles and specialist repair.

Use current approved project documents to fill each acceptance criterion and reference. This blank baseline supplies no engineering values or completed results. Project documents govern release, notice and any contractual Hold / Witness Point.

Release authority and notice follow the contract. This record is not a contractual Hold / Witness Point unless assigned by project documents.

Topic sources: Cavoren concrete baseline CON-01 to CON-08; TMR MRTS70 (Queensland transport-specific topic evidence); Hutchies public concrete examples. No universal acceptance values are established.

Cavoren ITP | <https://itp.cavoren.net/checklists/pre-pour/>