## Inspection Record for Airflow Control Devices

### Client: ________

### Subcontractor: ________

### Project No.: ________

### Subcontract P.O. No.: ________

### Project Name: ________

### System designation: ________

### Reference Document: BN-G-Y014, 14.2.3

## Items to inspect

<table>
<thead>
<tr>
<th>Subcontractor Remarks</th>
<th>Company Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Inspected initials/date</strong></td>
<td><strong>Hold Point initials/date</strong></td>
</tr>
</tbody>
</table>

1. **Check nameplate details**

2. **Check cleanliness as necessary**

3. **Check surface protection**
   - (galvanizing, special paint etc.)

4. **Check components with respect to airflow**

5. **Check following for completeness, conformity, air tightness, accessibility, mounting, fixing and functioning:**
   - **5.1 Damper actuators**
   - **5.2 Manual dampers for system balancing**
   - **5.3 Motorized dampers for flow control**
   - **5.4 Fire dampers (review certificate)**
   - **5.5 Terminal units**
   - **5.6 Splitter dampers**

**H - Company’s presence is mandatory for all activities in section.**

**h - Company’s presence is mandatory.**

### Accepted for Subcontractor

**Name: ________**

**Signature: ________**

**Date: ________**

### Accepted for Company

**Name: ________**

**Signature: ________**

**Date: ________**

### Accepted for Client

**Name: ________**

**Signature: ________**

**Date: ________**

*Company only initials for holdpoint*

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<tr>
<td>5.7 Pressure relief and backdraft dampers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.8 Diffuser, registers and grilles</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>5.9 Transition and door grilles</td>
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Reference Document: BN-G-Y014, 14.2.3

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