



工程指示 / 要求簡箋(E.I.)

工程指示編號：EI / 10010 / 18

修改版次：-

工程編號：J - 837

工程名稱：觀塘裕民坊

工程項目：佛沙窗 佛沙場用檢查窗表格

收件人：王良 / 生統

發件人：Eric Liu

日期：06/12/2018

要求提供 / 確認 事項：

- ( ) 初步鋁料 B.M.                      ( ) 加工拆圖，然後生產                      ( ) 尺寸表
- ( ) 正式鋁料 B.M.                      ( ) 技術上資料 / 指示                      ( ) 報價
- ( ) 配件 B.M.                              ( ) 樣辦或貨品說明書                      ( ) 分判合約
- ( ) 其他：\_\_\_\_\_

內容：

請用此表格 1-5 作檢查送到佛沙場的佛沙窗

每次收窗後完成的表格請傳報告給香港，用作交大判確認收窗用

請留意：1) 要加磨耳數量在表格 2 內      (2) 加是否有裝水線石馬在表 2

謝謝！

請在 2018 / 12 / 07 前完成上列要求。

附：5 頁表格+5 頁

以上項目為：

- 原合約工程包                       原合約工程加 / 減賬                       新工程報價

原因：-

分發東莞各部門：

- ( ) 生產技術總監  連附件      ( ) 技術部  連附件      ( ) 生產部  連附件      ( ) 機械設計部  連附件
- ( ) 採購部  連附件      ( ) 生產統籌部  連附件 *梅*
- ( ) 質檢部  連附件 *張*      ( ) 會計部  連附件      ( ) 報關組  連附件      ( ) 其他 \_\_\_\_\_  連附件

分發香港各部門：

- ( ) 行政部  連附件      ( ) 會計部  連附件      ( ) 統籌部  連附件      ( ) 工程部地盤科文  連附件
- ( ) 採購部  連附件      ( ) QS 部  連附件      ( ) 維修部  連附件      ( ) 其他 \_\_\_\_\_  連附件

傳遞編號：

發件人簽署：*Eric Liu*

HK 1868 / 18

項目經理簽署：*[Signature]*





佛沙脱模后铝窗质量状态检验表(表3)

工程号：J-

佛沙编号	窗号	检验日期	质量状态	责任归属	质量检验报告编号	维修结果	日期	美而特签名	预制厂签名
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					
			<input type="checkbox"/> 接受 <input type="checkbox"/> 不接受	<input type="checkbox"/> 中威 <input type="checkbox"/> 美而特					

备注：请在对应的□内打“√”



## 质量检验报告（表5）

Quality Inspection Report

Q.I.REPORT NO. 质量检验报告编号： \_\_\_\_\_

PROJECT NO. 项目编号： \_\_\_\_\_ PROJECT NAME 项目名称： \_\_\_\_\_

DRAWING NO.物料编号/图号： \_\_\_\_\_ INSPECTED BY 检查员： \_\_\_\_\_

N.C.REP.NO.不合格项目报告编号： \_\_\_\_\_ REPORT DATE 报告日期： \_\_\_\_\_

LOT QTY 数量： \_\_\_\_\_ SAMPLING 抽样标准： \_\_\_\_\_

INSPECTION 检验工序 编号	SAMPLE SIZE 抽查 数量	DEFECTIVE 次品			DEFECT RAITO	DESCRIPTION OF DEFECT  次品描述
		CRI	MAJ	MIN	次品率	
			严重	轻微		

图示：

  
  
  
  
  
  
  
  
  
  

APPROVAL BY核准人： _____	APPROVAL DATE 核准日期： _____
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COMMAND 处理意见：

  
  
  

CLAM FOR EXTRA COST额外成本索偿：Y有 <input type="checkbox"/> /N无 <input type="checkbox"/>	RESPONSIBLE BY 责任归属： _____
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FOLLOW UP BY 由谁跟进：美而特 <input type="checkbox"/>	OTHER ONE 其它 ( _____ )
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RESULT 结果：

  
  
  

部门：  生产统筹部       生产部       技术部       采购部 ( \_\_\_\_\_ )  
 C.C 分发：  \_\_\_\_\_       项目经理 ( \_\_\_\_\_ )

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可以 (A) 志 - 5 2 6 2 1 2 A

**Inspection Checklist for Precast Façade Factory**

Project : \_\_\_\_\_ Inspected by : \_\_\_\_\_  
 Façade Factory : \_\_\_\_\_ Date of inspection : \_\_\_\_\_

**PART 1 Steel Mould**

Check Area	Parameters	Acceptance Criteria	Result	Remarks
1.1 Steel Mould	Dimensions	The dimensions of the steel mould complied with approved drawing	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
	Condition	Steel moulds were properly fixed with bolts / screws and with adequate stiffness, smooth & clean surface, straight edges	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

**PART 2 Steel Reinforcement**

Check Area	Parameters	Acceptance Criteria	Result	Remarks
2.1 Steel Reinforcement	Sizes & number	Size, number, spacing and lap length of reinforcement bars were fixed as approved drawing	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2.2	Contamination	Reinforcement bars were clean, free from contamination of mould oil and cement paste	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2.3	Tying wires and tying devices	Reinforcement were securely fixed by tying wires / devices, the end of tying wires had not encroached into the concrete cover	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2.4	Spacers and chairs	Spacers, chairs and supports had been provided as specified	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2.5	Cover	Concrete cover to reinforcement not exceeded the tolerance of 5mm	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

**PART 3 Visual Inspection of Precast Façade**

Check Area	Parameters	Acceptance Criteria	Result	Remarks
3.1 Finished Products	Curing	Curing of façade unit complied with approved method	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3.2	Demoulding	Control cube achieved the specified strength before demoulding, dismantle of steel mould complied with approved method	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3.3	Product marks	All façades units were marked with identification number, casting dates and other necessary information	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3.4	Master register	All façade units had been recorded in the master register with casting dates, concrete grade and the final locations	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

**PART 4 Handling of Façade Unit**

Check Area	Parameters	Acceptance Criteria	Result	Remarks
4.1 Handling	Steel lifting frames	Purposed-made steel lifting frames had been provided as specified	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

**PART 5 Test Certificate and Quality Record**

Check Area	Parameters	Acceptance Criteria	Result	Remarks
5.1 Test / Origin Certificate	Controlled concrete cubes	Test report for controlled concrete cubes for demoulding properly kept in factory	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
5.2	28-day concrete cubes	Test report for concrete cubes at 28 days properly kept in factory	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
5.3 Quality Record	Curing and demoulding	Inspection record for curing and demoulding including curing period and time of demoulding properly kept in factory	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
5.4	Product records	Inspection record for product identification and delivery properly kept in factory	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

**PART 6 Factory Operation**

Check Area	Parameters	Acceptance Criteria	Result	Remarks
6.1 Concrete	Mixing of concrete	Mixing of concrete according to the approved designed mix	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
6.2 Quality Control Engineer	Continuous supervision	QCE supervise the quality assurance scheme in the factory continuously with full record and test certificates	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
6.3 Document	Control on materials delivery	Quality control procedures on the incoming materials are properly carried out	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	check
6.4 Corrective Action	Corrective Action	Record of Corrective Action Reports for non-compliance matters and customer complaints had been handled properly	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	① 未錄

**PART 7 Other Materials**

Check Area	Parameters	Acceptance Criteria	Result	Remarks
7.1 Aluminium Window	Equipotential bonding	Equipotential bonding was tested & accepted for future connection	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	② 尺寸正確
7.2	Standard of window	Random checking of window quality for any damage / visible scratch by removing surface protection	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	有無損壞
7.3	Application of caulking	Workmanship of caulking for window frame	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	③ 窗框、磚石
7.4	Protection to window frame	Properly protected with approved materials	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	④
7.5 Mosaic Tile / Glazed Wall Tile		Tile material and tile adhesive were applied in accordance with the approved sample and method	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	⑤ 足夠保護
7.6 Material Stock Checking		Checking of material stock for production, e.g. wall tiles, tile adhesive, .....etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

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Checklist for Façade Production before Concreting

Project : \_\_\_\_\_ Inspected by: \_\_\_\_\_  
 Façade Factory: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

		Precast Façade Serial Number									
1. <b>Steel Mould</b>	Dimensions										
	Fixing Quality & Stiffness										
	Surface & Edge Condition										
	Cleanliness										
	<b>2. Rebar Fixing</b>										
	Position & Spacing										
	Member Size & No.										
	Anchorage & lap										
	Cover & spacer										
3. <b>Window</b>	Type & Size										
	Setting Out										
	Fixing & Fixing Lug										
	Equipotential Bonding										
	Bracing & Protection										
4. <b>Cast-In Items</b>	Lifting anchor										
	Concealed conduit										
	E&M sleeve										
	Fitting & insert										
	<b>5. Cast-In Items</b>										
	Lifting anchor										

If failed in the re-inspection, this checklist should be attached into the Non-Conformance Report no. \_\_\_\_\_ Legend : "✓" Satisfactory; "x" Unsatisfactory; "N/A" Not Applicable  
 Date: 12 Dec 2017



X

X

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Checklist for Facade Quality on Site

Project : \_\_\_\_\_

Inspected by : \_\_\_\_\_

Facade Factory : \_\_\_\_\_

Date of inspection : \_\_\_\_\_

		Precast Facade Serial Number						
Concrete	1	Dimensions						
	2	No Honeycomb						
	3	No Crack						
	4	No Surface Defect						
	5	Serial Number & Casting Date						
	6	Surface Treatment						
	7	Construction Joint						
	8	Lifting Anchor						
Window	9	Type & Size						
	10	Window Position						
	11	No Scratch & No Damage						
	12	Equipotential Bonding						
	13	Window Frame Caulking						
	14	Protection to Window						
Tiling	15	Tapping Test						
	16	Tiling Workmanship						
	17	Tile Colour & Pattern						
	18	Protection to Tile						
Other	19	Lifting Anchor						
	20	Anchor Re-bar Size & No.						
	21	Re-bar Anchorage Length						
	22	Fitting & Insert						
Remark								

Legends " " Satisfactory  
 "X" Unsatisfactory  
 "N/A" Not Apply

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 12 Dec 2017

