

COMPLEO AAC INTERNAL WALL INSTALLATION CHECKLIST

This checklist has been developed as a step by step reminder to assist the contractor / installer to ensure that the correct process is followed, and that all project details have been considered prior to, or during the installation process. This checklist will also assist the construction team with the supervision of the Compleo Internal Wall Installation.

Builder / Site Contact:
Contractor / Installer Details:
Project Name / Address:
Building / Floor Level:
Other Description of Area:

STEP BY STEP CHECKLIST	YES / NO	ACTION REQUIRED
Pre-Installation:		
1	Ensure that the required Compleo documentation has been provided to the construction and installation crews	
2	If unsure of the project specifications / requirements, It is advisable to consult with a Compleo representative prior to project commencement.	
3	Check the required panel length (for floor to ceiling height) and accessories well in advance to ensure material availability.	
4	Has the correct material handling and installation equipment been determined and available for use?	
5	Have the materials been supplied in good condition and suitable for use?	
6	Is the project ready for panel installation?	

STEP BY STEP CHECKLIST		YES / NO	ACTION REQUIRED
Installation of the Compleo Internal Wall Panel System			
7	Has the slotted angle been installed at the head and base in accordance with the specifications? (100mm from edges and 600mm centers)		
8	Has the BindEx Fire and Acoustic Sealant been applied correctly to the slotted angle at the head?		
9	Has the Compleo 3 in 1 been applied to the base of the wall to level the panels during installation? (maximum 10mm thick). Alternatively BindEx Fire and Acoustic Sealant can be used to seal gaps under the panels.		
10	Have the panels been fixed to the slotted angles with 14-10x65 Hex head Type 17 screws?		
11	Have the panels been glued together correctly, full adhesive joints, with no gaps at the panel joints?		
12	Has the appropriate deflection gap been provided (20mm maximum) and has the deflection gap been correctly filled with the backing rod and BindEx		
13	Are there any corner or splay joints applicable, if so have they been glued and screwed as per specifications?		
14	Have Control Joints been installed as required, i.e. at 6m spacing's and where they abut dissimilar materials and been provided with a 10mm minimum gap, and filled with a foam backing rod and BindEx Fire and Acoustic Sealant as per specifications?		
15	Were there any damaged panels installed and where they suitable for use after being repaired?		
After Panel Installation			
16	Have door jambs been installed (supplied by others) as specified?		
17	Has steel stud frame been installed as specified?		
18	Has the correct insulation been installed as specified?		
19	Has the plasterboard lining been installed and finished in accordance with manufacturer's recommendations?		
20	Have all Penetrations been installed correctly?		

THIS CHECKLIST HAS BEEN FOLLOWED AND THE PANEL INSTALLATION HAS BEEN COMPLETED AS REQUIRED TO AN ACCEPTABLE LEVEL FOR THE FOLLOWING CONTRACTOR.

CONTRACTOR / INSTALLER

Name: _____

Signature: _____ **Date:** _____