



HVAC Ductwork Rough-In Inspection Checklist

Interactive checklist for HVAC ductwork rough-in inspection. Tick, comment, and export as PDF/Excel with QR code authentication.

Project:

Date:

Filled by:

Duct Layout Verification

1	Check that the duct layout matches the approved design drawings.
2	Verify duct dimensions to ensure they conform to specifications.
3	Ensure ducts are installed at the correct elevations according to plans.

Duct Alignment and Support

4	Inspect duct alignment for straightness and proper orientation.
5	Confirm that duct supports and hangers are installed per the manufacturer's guidelines.
6	Check for adequate clearance between ducts and structural elements.

Sealing and Insulation

7	Inspect duct joints and seams for proper sealing to prevent air leaks.
8	Verify that insulation is correctly applied and secured on all ductwork.
9	Check for signs of condensation or moisture around ductwork.

Connection and Transition Checks

10	Ensure all duct connections are tight and secure.
11	Verify that transition pieces between different duct sizes are properly installed.
12	Inspect damper installations for accessibility and functionality.

Final Inspection and Documentation

13	Conduct a final walkthrough to verify all inspection points are addressed.
14	Document any deviations from the plan with photographs and notes.
15	Ensure all documentation is complete and filed for future reference.

Comments:

Filled by:

Signature:

Introduction	How to use this checklist
Inspecting HVAC ductwork rough-in before covering is a critical phase in construction, ensuring that all duct installations meet specified standards and are free from defects. This process involves checking the layout, alignment, and connections of ductwork systems in buildings to ensure efficient air flow and system functionality. This checklist focuses on pre-cover inspections, offering a step-by-step guide to verify the quality and compliance of duct installations. By using this interactive checklist, professionals can tick off completed tasks, add comments, and export their reports, ensuring a thorough and documented inspection process.	1. Gather necessary tools: flashlight, measuring tape, camera, inspection mirror, and safety gear. 2. Launch interactive mode by clicking 'Use this checklist' or 'Start Interactive Checklist'. 3. Tick each item online as you complete it to ensure thoroughness. 4. Add comments to note any issues or actions taken during the inspection. 5. Share or download your completed checklist as a PDF or Excel file, complete with a QR code for authentication.