1. Project Quality Plan (PQP)

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Project: _____
Client: _____
Consultant: _____
Main Contractor: Hateen Tech. Cont. L.L.C.

Contents:

1. Purpose and Objectives
2. Project Scope
3. Quality Policy
4. Project Organization & Responsibilities
5. Applicable Codes, Standards & Specifications
6. Document and Drawing Control
7. Material Submittal & Approval Procedure
8. Procurement & Supplier Control
9. Material Receiving, Inspection & Storage
10. Method Statement Control
11. Inspection & Test Plan (ITP)
12. Inspection & Testing Procedures
13. Site Quality Control
14. Testing & Commissioning
15. Non-Conformance Report (NCR) Procedure
16. Corrective Action Report (CAR) Procedure
17. Calibration Control
18. Equipment & Machinery Maintenance
19. Training & Competency
20. Internal Quality Audits
21. Customer Complaints
22. Handover & Closeout Documentation
23. Quality Records & Retention
24. Quality KPIs / Monitoring
25. Appendices – Forms, Checklists & Registers

2. Work Method Statements

For each MEP activity, the WMS should contain:

- Purpose
- Scope of Work
- References
- Responsibilities
- Manpower
- Tools & Equipment
- Materials
- Pre-installation requirements

- Detailed work procedure
- Inspection and testing
- Quality control requirements
- HSE requirements
- Environmental controls
- Acceptance criteria
- Records
- Inspection & Test Plan
- Process flowchart

Recommended WMS List

Electrical

1. Cable Tray & Trunking Installation
2. LV Cable Installation
3. Cable Termination & Glanding
4. DB/SMDB Installation
5. Earthing & Bonding
6. Lightning Protection System (LPS) Installation
7. Lighting Installation
8. Small Power Installation
9. Testing & Commissioning of Electrical Systems

Mechanical

10. HVAC Ductwork Installation
11. Chilled Water / Condenser Water Piping
12. HVAC Equipment Installation
13. Insulation Works
14. Pressure Testing & Flushing
15. Testing & Commissioning of HVAC Systems

Plumbing / Fire Fighting

16. Water Supply Piping
17. Drainage & Soil/Waste Piping
18. Plumbing Fixtures Installation
19. Fire Fighting Pipe Installation
20. Fire Fighting Equipment Installation
21. Hydrostatic Pressure Testing
22. Testing & Commissioning

General

23. Material Receiving & Inspection
24. Equipment / Machinery Maintenance
25. Snagging & Rectification
26. Project Handover & As-Built Documentation