SITE survey. APP

SITE SURVEY REPORT

Drying log template

Prepared for	14 Mill Lane, Ripon (fictional)
Date	16 Oct 2026
Site	14 Mill Lane, Ripon
Prepared by	A. Brennan

FORM

Drying log template

1. Restoration visit

Project or site	14 Mill Lane, Ripon: kitchen and hall leak (completed example)
Record reference	DL-0412-04
Record date	16 Oct 2026
Prepared by	A. Brennan, drying technician, Dalesway Restoration
Loss or restoration job reference	WD-26-0412, burst feed to the dishwasher
Date drying started	9 Oct 2026
Days drying	7
Drying plan and target reference	Drying plan DP-0412 revision 1: timber and plaster to the readings of the same materials in the unaffected dining room
Affected room temperature (°C)	22
Affected room relative humidity (%)	48
Outside or unaffected area temperature (°C)	12
Outside or unaffected area relative humidity (%)	81
Moisture in the air, affected room (g/kg)	7.9
Moisture in the air, outside or unaffected (g/kg)	7.0
Difference (g/kg)	0.8

2. Monitoring points

Monitoring point readings 1: P1, hall, skirting by the kitchen door

Point ID and room	P1, hall, skirting by the kitchen door
Material and location	Painted softwood skirting
Instrument and scale	Pin meter M-2, timber scale
Recorded reading	19

Dry standard (same scale)	14
Previous reading (same scale)	23
Basis of the dry standard	14% from the same skirting in the dining room, timber scale on M-2
Previous visit reference	23 on 13 October, visit DL-0412-03
Above the dry standard by	5.0
Change since the last visit	-4.0
Progress	Drying

Photo of the meter at the point



Monitoring point readings 2: P2, kitchen, sink wall plaster at 300 mm

Point ID and room	P2, kitchen, sink wall plaster at 300 mm
Material and location	Gypsum plaster on brick
Instrument and scale	Pin meter M-2, reference scale
Recorded reading	32
Dry standard (same scale)	18
Previous reading (same scale)	31
Basis of the dry standard	18 from the dining room wall plaster, reference scale on M-2
Previous visit reference	31 on 13 October, visit DL-0412-03
Above the dry standard by	14.0
Change since the last visit	1.0

Progress	Not drying

Monitoring point readings 3: P3, kitchen, base of the chimney breast

Point ID and room	P3, kitchen, base of the chimney breast
Material and location	Gypsum plaster on brick
Instrument and scale	Pin meter M-2, reference scale
Recorded reading	17
Dry standard (same scale)	18
Previous reading (same scale)	21
Basis of the dry standard	18 from the dining room wall plaster, reference scale on M-2
Previous visit reference	21 on 13 October, visit DL-0412-03
Above the dry standard by	-1.0
Change since the last visit	-4.0
Progress	At the dry standard

Monitoring point readings 4: P4, hall floor, 1 m inside the front door

Point ID and room	P4, hall floor, 1 m inside the front door
Material and location	Concrete floor, vinyl lifted
Instrument and scale	Non-invasive meter M-5, concrete scale
Recorded reading	3.1
Dry standard (same scale)	2.5
Previous reading (same scale)	3.6
Basis of the dry standard	2.5 from the hall floor by the stairs, concrete scale on M-5
Previous visit reference	3.6 on 13 October, visit DL-0412-03
Above the dry standard by	0.6
Change since the last visit	-0.5
Progress	Drying
Points read	4
At the dry standard	1
Still drying	2

Not drying since the last visit	1
Equipment running and changes since previous visit	One refrigerant dehumidifier (D-07) and two air movers in the kitchen. Air mover AM-12 turned to face the sink wall after P2 did not fall. 6 litres emptied from D-07 since 13 October.
Dehumidifiers running	1
Air movers running	2

Other photos



Readings do not automatically establish that a material is dry or safe to occupy. Record the competent person's assessment under the restoration plan.

3. Assessment and follow-up

Recorded assessment of progress	Day 7. P3 is at the dry standard; P1 and P4 are still falling. P2 on the sink wall has not fallen since 13 October: no active leak found under the sink or at the dishwasher valve, air mover moved to the wall. Not dry: do not refit the skirting, lay flooring or decorate yet.
Record status	Open
Next action or reason none is needed	Next visit 20 October. If P2 has still not fallen, drill test holes in the plaster and tell the loss adjuster.
Responsible person	A. Brennan
Reviewed by	K. Lowe, restoration supervisor

Reviewer acknowledgement

K. Lowe