SITE survey. APP

SITE SURVEY REPORT

Insulation inspection checklist

Prepared for	Hollins Close, Kendal (fictional)
Date	8 Oct 2026
Site	Hollins Close, Kendal
Prepared by	R. Bates

FORM

Insulation inspection checklist

1. Inspection scope

Project	Hollins Close, Kendal, plot 6
Record reference	INS-HC-006
Record date	8 Oct 2026
Prepared by	R. Bates, site manager, Fellside Homes
Drawing and specification revision	Wall build-up WB-02 rev C and roof build-up RB-01 rev B
Construction stage and accessible areas	Timber frame insulated, before vapour control layer and plasterboard. Ground and first floor external walls and the loft were accessible.

2. Insulated areas

Area records 1: Ground floor, rear wall, kitchen

Location and element	Ground floor, rear wall, kitchen
Product and batch reference	120 mm foil-faced PIR board between studs, batch PR-2209
Specified thickness in mm	120
Observed thickness in mm	120
Coverage and fit	No visible issue
Junction and penetration observations	Taped at the window head and around the extract duct.

Area records 2: First floor, bedroom 2, side wall

Location and element	First floor, bedroom 2, side wall
Product and batch reference	120 mm foil-faced PIR board between studs, batch PR-2209
Specified thickness in mm	120
Observed thickness in mm	100

Observed thickness in mm: measuring photo



Thinner than specified by (mm)	20

> Thinner than the specification. Check the approved product and thickness before it is covered.

Coverage and fit	No visible issue
Junction and penetration observations	Three boards in this bay are 100 mm, not 120 mm. Delivery note shows a 100 mm pack mixed in with the 120 mm order.

Location evidence photos



Area records 3: First floor, landing, front wall

Location and element	First floor, landing, front wall
Product and batch reference	120 mm foil-faced PIR board between studs, batch PR-2209
Specified thickness in mm	120

Observed thickness in mm	120
Coverage and fit	Gaps or compression
Gap, compression or access details	One board cut short beside the stud next to the landing window, leaving an open gap full height.
Largest gap (mm)	30

Largest gap (mm): measuring photo



Junction and penetration observations	Gap to be filled with expanding PIR foam and taped before the vapour control layer goes on.

Location evidence photos



Area records 4: Loft, over bedrooms 1 and 2

Location and element	Loft, over bedrooms 1 and 2
Product and batch reference	Mineral wool roll, 100 mm between joists and 200 mm across

Specified thickness in mm	300
Observed thickness in mm	180
Thinner than specified by (mm)	120

Thinner than the specification. Check the approved product and thickness before it is covered.

Coverage and fit	Gaps or compression
Gap, compression or access details	Insulation squashed under stored boards near the eaves over bedroom 1, about 180 mm left. The rest of the loft measured 300 mm.
Junction and penetration observations	Eaves ventilation trays in place. Boards to be taken out of the loft and the roll fluffed up or replaced.

Location evidence photos



Areas recorded	4
Thinner than specified	2
Gaps or compression	2
Not accessible	0
Areas needing action before cover	3

Record only accessible work. Compare with the approved specification and manufacturer instructions. In England, Approved Document L (Conservation of fuel and power), 2021 edition, gives the energy performance standards that the specification is designed to meet, and retrofit insulation under government schemes follows PAS 2035:2023. This record is not a certificate of regulatory compliance.

3. Review and next action

Record status	Open

Next action or reason none is needed	Replace the three 100 mm boards in bedroom 2 with 120 mm boards, fill and tape the landing gap, clear the stored boards from the loft and restore the roll. Recheck all three before the vapour control layer and plasterboard go on.
Responsible person	D. Kerr, timber frame supervisor, Fellside Homes
Reviewed by	R. Bates, site manager
Reviewer acknowledgement	