SITE survey. APP

SITE SURVEY REPORT

Painting Inspection Checklist

Prepared for	Larkfield Dental Practice
Date	16 Oct 2026
Site	Larkfield Dental Practice, Cheltenham
Prepared by	H. Pemberton

FORM

Painting Inspection Checklist

1. Job details

Project	Larkfield Dental Practice, Cheltenham: painting inspection (completed example)
Site address	22 Mayfield Crescent, Cheltenham GL50 2XE
Client	Larkfield Dental Practice
Location (GPS)	51.8981, -2.0812
Inspection date	16 Oct 2026
Inspected by	H. Pemberton
Painting contractor	Cotswold Edge Decorators Ltd
Job, order or contract reference	Order BI-2291
Country	UK
Year the building was built (approximate)	1895
Work	Interior
Stage of this inspection	Final inspection
Scope of the painting work	Redecorate Surgery 1, Surgery 2 and the waiting room during the refit: walls and ceilings two coats of washable matt, woodwork two coats of water-based satin.

This is a painting and decorating quality record: preparation, products, conditions, coats, finish and touch-ups. It does not test for lead or certify the work. For protective coatings on structural steel, use the Coating and Corrosion Inspection form.

2. Specification, maker's limits and products

Specification or paint schedule reference	Decoration schedule DS-02 rev A
Paint maker	Hallam Coatings Ltd
Temperature unit	°C
Lowest air temperature for application ({temp_unit})	8
Lowest surface temperature for application ({temp_unit})	8

Highest relative humidity for application (%)	80
Highest substrate moisture content	16
Film thickness unit	microns

Products used 1: Walls and ceilings

Used on	Walls and ceilings
Product specified	Hallam durable washable matt
Colour reference specified	Sage Mist HC-214
Product used	Hallam durable washable matt
Colour reference on the tin	Sage Mist HC-214
Batch number	B-EXAMPLE-0912 and B-EXAMPLE-0977
Against the specification	As specified
Each surface painted from one batch, or tins mixed together first?	No

Photo of the tin labels



Products used 2: Skirtings, architraves, doors and window boards

Used on	Skirtings, architraves, doors and window boards
Product specified	Hallam water-based satin
Colour reference specified	Brilliant white
Product used	Hallam water-based satin

Colour reference on the tin	Brilliant white
Batch number	B-EXAMPLE-0855
Against the specification	As specified
Each surface painted from one batch, or tins mixed together first?	Yes
Products recorded	2
Not as specified	0

3. Lead paint and protection

> Lead in old paint (UK). HSE says you are most at risk of lead exposure when removing existing paint in properties built before the 1980s, stripping old paint with blow lamps or gas torches, or dry sanding it. You do not need a lead survey, but you must decide in your risk assessment whether the work will expose anyone to lead (Control of Lead at Work Regulations 2002, regulation 5). HSE advises: strip old paint only if it is flaking, chipping or a risk to children; where it is in poor condition use chemical stripper, wet abrasive paper and on-tool extraction; where it is in good condition key it with wet abrasive paper; bag the debris, cloths and paper.

Lead in the existing paint	Not tested: presumed present, lead-safe methods used
How old paint is being prepared	Wet abrading
Lead controls in place	Original 1890s skirtings and architraves in sound condition. Keyed with wet abrasive paper only, no stripping. Debris and paper bagged daily.
Furniture, fittings and floors moved or covered	Acceptable
Ironmongery, switch plates and fittings removed or masked	Acceptable
Adjacent finishes, glass and floors masked	Acceptable
Area ventilated and dust controlled	Acceptable
Wet paint signs and access kept clear for others using the building	Acceptable
Access equipment safe for the work	Acceptable
Protection items needing action	0
Not checked	0

Photos of the protection



4. Rooms and areas

Rooms and areas 1: Surgery 1

Room or area	Surgery 1
Surfaces painted	Walls, Ceilings, Woodwork and trim, Doors and frames, Windows
Inspected under	Daylight and the room lighting
Surfaces clean, dry and free of dust and grease	Acceptable
Cracks and holes filled and sanded flush	Acceptable
Old coatings sound, or loose paint removed and edges feathered	Acceptable
Bare areas, new plaster, knots and stains primed or sealed	Acceptable
Gaps at trim, frames and skirtings caulked	Acceptable
Air temperature	18
Surface temperature	17
Relative humidity (%)	55
Substrate moisture reading	11
Against the maker's limits	Within the limits entered
Coats specified	2
Coats applied	2

Coats	As specified
Coverage even, no misses or grinning	Acceptable
Colour matches the approved colour reference or sample	Acceptable
Sheen even and as specified	Acceptable
No runs, sags or curtains	Action needed
What needs doing, or why not checked	Runs in the second coat on the window wall below the sill, three places. Flat back when hard and recoat the wall.
No brush, roller or lap marks beyond the agreed standard	Acceptable
Cutting-in straight and clean at ceilings, corners and trim	Acceptable
No overspray or paint on glass, fittings, floors or other finishes	Acceptable
No damage, dirt or bits in the finish	Acceptable

Touch-ups in this room 1: Runs below the window sill

Touch-up	Runs below the window sill
Type	Run or sag
Where	Window wall, 300 to 600 mm below the sill, left of the radiator
Approximate size of the area (m)	0.6

Photo



Status	Open

Touch-ups still open in this room	1
Room status	Touch-ups needed

Rooms and areas 2: Waiting room

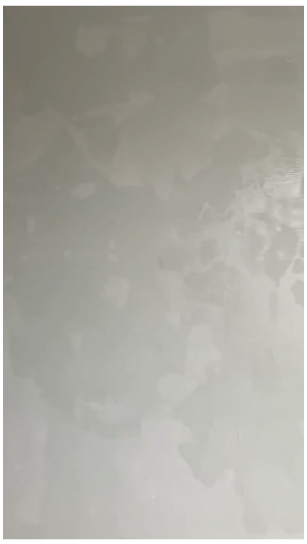
Room or area	Waiting room
Surfaces painted	Walls, Ceilings, Woodwork and trim, Doors and frames
Inspected under	Daylight and the room lighting
Surfaces clean, dry and free of dust and grease	Acceptable
Cracks and holes filled and sanded flush	Acceptable
Old coatings sound, or loose paint removed and edges feathered	Acceptable
Bare areas, new plaster, knots and stains primed or sealed	Acceptable
Gaps at trim, frames and skirtings caulked	Acceptable
Air temperature	17
Surface temperature	16
Relative humidity (%)	58
Substrate moisture reading	12
Against the maker's limits	Within the limits entered
Coats specified	2
Coats applied	2
Coats	As specified
Coverage even, no misses or grinning	Acceptable
Colour matches the approved colour reference or sample	Action needed
What needs doing, or why not checked	Feature wall shows lighter patches where tins from the second batch were used without mixing. Recoat the whole wall from boxed tins.
Sheen even and as specified	Acceptable
No runs, sags or curtains	Acceptable
No brush, roller or lap marks beyond the agreed standard	Acceptable

Cutting-in straight and clean at ceilings, corners and trim	Acceptable
No overspray or paint on glass, fittings, floors or other finishes	Acceptable
No damage, dirt or bits in the finish	Acceptable

Touch-ups in this room 1: Colour mismatch on the feature wall

Touch-up	Colour mismatch on the feature wall
Type	Colour or sheen mismatch
Where	Feature wall opposite the entrance, whole wall
Approximate size of the area (m)	4.2

Photo



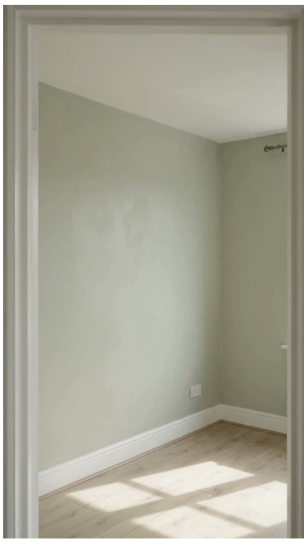
Status	Open
Touch-ups still open in this room	1
Room status	Another coat needed

Rooms and areas 3: Surgery 2

Room or area	Surgery 2
Surfaces painted	Walls, Ceilings, Woodwork and trim, Doors and frames
Inspected under	Daylight and the room lighting
Surfaces clean, dry and free of dust and grease	Acceptable
Cracks and holes filled and sanded flush	Acceptable

Old coatings sound, or loose paint removed and edges feathered	Acceptable
Bare areas, new plaster, knots and stains primed or sealed	Acceptable
Gaps at trim, frames and skirtings caulked	Acceptable
Air temperature	18
Surface temperature	17
Relative humidity (%)	54
Substrate moisture reading	10
Against the maker's limits	Within the limits entered
Coats specified	2
Coats applied	2
Coats	As specified
Coverage even, no misses or grinning	Acceptable
Colour matches the approved colour reference or sample	Acceptable
Sheen even and as specified	Acceptable
No runs, sags or curtains	Acceptable
No brush, roller or lap marks beyond the agreed standard	Acceptable
Cutting-in straight and clean at ceilings, corners and trim	Acceptable
No overspray or paint on glass, fittings, floors or other finishes	Acceptable
No damage, dirt or bits in the finish	Acceptable
Touch-ups still open in this room	0

Room photos



Room status	Ready for handover
Rooms and areas inspected	3
Ready for handover	1
Room checks needing action	2
Touch-ups still open	2
Rooms painted outside the maker's limits	0
Rooms with fewer coats than specified	0

5. Clean-up and handover

Protection, dust sheets and masking removed without lifting the paint	Acceptable
Ironmongery, switch plates and fittings put back	Acceptable
Paint removed from glass, floors, fittings and hardware	Acceptable
Waste paint, tins, rags and abrasive paper removed from site	Acceptable
Other finishes damaged during the work recorded and put right	Acceptable
Spare paint labelled with product, colour reference and room, left for the client	Acceptable
Paint schedule of products and colours by room handed over	Acceptable
Clean-up items needing action	0

Not checked	0

6. Result, actions and sign-off

Items needing action	2
Result	Action needed before handover
Touch-ups still open (counted separately)	2

Actions 1: Flat back the runs below the Surgery 1 window sill and recoat the window wall.

Action	Flat back the runs below the Surgery 1 window sill and recoat the window wall.
Priority	Before handover
Who will do it	D. Okoro
Due by	20 Oct 2026
Status	Open

Actions 2: Box the remaining Sage Mist tins and recoat the whole waiting room feature wall.

Action	Box the remaining Sage Mist tins and recoat the whole waiting room feature wall.
Priority	Before handover
Who will do it	D. Okoro
Due by	20 Oct 2026
Status	Open
Actions still open	2
Decision	Ready once the listed touch-ups are done
Next check or re-inspection date	21 Oct 2026
Summary for the client	Surgery 2 is finished and ready. Surgery 1 has runs below the window to put right, and the waiting room feature wall needs a full recoat from one mixed batch to cure the patchy colour. All conditions were within the maker's limits and two coats went on everywhere. Re-inspect on 21 October before the practice reopens.
Inspector name	H. Pemberton

Inspector signature



Painting contractor name	D. Okoro

Painting contractor signature



This record shows what was seen and measured on the day. It does not test for lead or certify the paintwork.