[CompanyName]

Industrial Coating and Painting

Quality Assurance/Quality Control Plan

[ProjectName]
[ProjectNumber]

Management acceptance

This Construction Quality Assurance/Quality Control Plan has been reviewed and accepted.

Endorsed By: (Name / Title)	[QualityManagerName], Quality Manager		
Signature:	*[QualityManagerName]*	Date:	[Date]
Version	1.0	Notes	Initial Issue

SIGNATURE SHEET

Plan Preparer

This [CompanyName] Project Quality Assurance/Quality Control Plan was prepared in accordance with the contract specifications and requirements of the [CompanyName] quality system and approved by:

[QualityManagerName] / [Date]

[QualityManagerName], Quality Manager /Date

Approval by Company Officer

This [CompanyName] Project Quality Assurance/Quality Control Plan is approved by:

[PresidentName] / [Date]

[PresidentName] President /Date

Plan Concurrence

[CompanyName] Project Quality Assurance/Quality Control Plan concurrence by:

[ProjectManagerName] / [Date]

[ProjectManagerName], Project Manager /Date

[SuperintendentName] / [Date]

[SuperintendentName], Superintendent /Date

PROJECT-SPECIFIC COATING QUALITY PLAN

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F. Personnel Qualifications and Technical Certifications

[CompanyName] ensures that only knowledgeable, capable employees carry out the planning, execution, and control of the project.

We train our employees in quality standards and procedures based on project requirements as well as their job positions. Then we validate their capabilities before they are assigned to carry out their quality job responsibilities on the project. Ongoing monitoring of performance continually validates the qualifications of each employee.

The Quality Manager qualifies employee capabilities to ensure that they are capable of completely carrying out their assigned quality responsibilities including the following capabilities:

- Knowledge of Company quality standards
- Knowledge of job responsibilities and authority

Personnel Certification Requirements

[CompanyName] complies with personnel certification requirements including those listed below.

Personnel Certification Standards

- AMPP QP 1 - Standard Procedure for Evaluating Qualifications of Industrial and Marine Painting Contractors
- AMPP QP 6 - Standard Procedure for Evaluating Qualifications of Contractors Who Apply Thermal Spray (Metallizing) for Corrosion Protection of Steel and Concrete Structures
- AMPP CAS - Coating Applicator Specialist Certification

I. QUALITY TRAINING

[CompanyName] will conduct project-specific training to assure all company and supplier personnel have the knowledge necessary to carry out their quality responsibilities.

The Quality Manager ensures that all employees receive training relevant to their quality responsibilities.

The Quality Manager ensures that all subcontractors and suppliers receive training on relevant elements of the [CompanyName] Quality System, Project Quality Assurance/Quality Control Plan, and quality standards.

The Quality Manger identifies the training needs of all personnel performing activities that affect quality. Training topics may include:

- The [CompanyName] Quality System
- The [CompanyName] Quality Policy
- Operating policies identified in the Quality Manual
- Quality standards cited in the Quality Manual, or project documents, or records
- Relevant quality standard operating procedures

planned customer training activities will be included on the Training Plan and Log form.

After a training activity is completed, a record of both the training activity and the training participants will be maintained on a Training Plan and Log form. A Training Plan and Log form is included as an exhibit in this subsection.

[CompanyName]
Training Plan

Project ID	Project Name	Preparer	Date	
[ProjectNumber]	[ProjectName]	[QualityManagerName]		

Training Title/ID	Training Description	When Required (Date, milestone, or event)	Planned Participants (Job Position/Organization)	Notes

[CompanyName]
Training Log

Project ID	Project Name				
[ProjectNumber]	[ProjectName]				

Training Title/ID	Training Date	Participant Name	Participant Signature	Trainer Signature Of Completion	Notes

J. PROJECT QUALITY SPECIFICATIONS

[CompanyName] personnel, subcontractors, and suppliers are accountable for compliance with standards-based written specifications.

To achieve expectations reliably and consistently, specifications are clearly spelled out, not only for results but also for processes. Specifications apply to materials, work steps, qualified personnel and subcontractors and suppliers, safe work rules, and environmental work conditions.

Standards ensure that results are specified rather than left to discretionary practices.

MATERIAL SPECIFICATIONS

The Quality Manager ensures that all types of materials and equipment that affect quality are identified and controlled.

- Appearance
- Product identification for traceability.

The Quality Manager identifies controlled material and equipment that apply to the project. Only approved materials are used in the construction process.

EQUIPMENT SPECIFICATIONS

The selection and use of equipment are controlled to assure the use of only correct and acceptable equipment on the project.

The Quality Manager determines the specifications of required equipment that affect quality and the specifications of quality-controlled equipment.

When equipment is received, the Superintendent verifies that equipment is as specified.

WORK PROCESS SPECIFICATIONS

The Quality Manager ensures that work processes are controlled to ensure that the specified requirements are met. When appropriate, the Quality Manager will specify project quality standards for work processes that may include:

- References to documented procedures such as manufacturer's installation instructions
- Procedures for carrying out process steps
- Methods to monitor and control processes and characteristics
- Acceptability criteria for workmanship

- Tools, techniques, and methods to be used to achieve the specified requirements.

[COMPANYNAME] QUALITY STANDARDS

All [CompanyName] activities comply with generally accepted good workmanship practices and industry standards.

The Quality Manager identifies supplemental requirements for industry standards that apply to a specific project when it is not otherwise specified by the contract, contract technical specifications, or approved drawings.

All [CompanyName] activities conform to the company quality standards.

COMPLIANCE WITH INDUSTRY STANDARDS

Standards and Codes that may apply to this project include those listed below.

SURFACE PREPARATION AND APPLICATION STANDARDS

- AMPP SP 1 - Solvent Cleaning
- AMPP SP 2 - Hand Tool Cleaning
- AMPP SP 3 - Power Tool Cleaning
- AMPP SP 5/NACE No. 1 - White Metal Blast Cleaning
- AMPP SP 6/NACE No. 3 - Commercial Blast Cleaning
- AMPP SP 7/NACE No. 4 - Brush-Off Blast Cleaning
- AMPP SP 10/NACE No. 2 - Near-White Blast Cleaning
- AMPP SP 11 - Power Tool Cleaning to Bare Metal
- AMPP SP 16 - Brush-Off Blast Cleaning of Coated and Uncoated Galvanized Steel, Stainless Steels, and Non-Ferrous Metals

COATING SYSTEM PERFORMANCE STANDARDS

- AMPP Paint 38 - Single-Component Moisture-Cure Weatherable Aliphatic Polyurethane Topcoat, Performance-Based
- AMPP Paint 42 - Epoxy Polyamide/Polyamidoamine Primer, Performance-Based
- AMPP PS 28.01 - Two-Coat Zinc-Rich Polyurethane Primer/Aliphatic Polyurea Topcoat System, Performance-Based
- AMPP PS 28.02 - Three-Coat Moisture-Cured Polyurethane Coating System, Performance-Based

ENVIRONMENTAL AND SAFETY STANDARDS

- AMPP Guide 6 - Guide for Containing Surface Preparation Debris Generated During Paint Removal Operations
- AMPP AB 4 - Recyclable Encapsulated Abrasive Media

GENERAL BEST PRACTICES

- AMPP Painting Manual - Good Painting Practice, Steel Structures Painting Manual

K. Material Inspection Traceability and Quality Controls

Products and materials are controlled to assure the use of only correct and acceptable items. Controls include identification of the inspection status. Materials that require lot control traceability and the method of traceability are listed on the Controlled Materials form included as an exhibit in this subsection.

Identification of Lot Controlled Materials

The Quality Manager determines types of project materials that require quality controls.

For each type of quality-controlled material, the Quality Manager determines lot control traceability requirements, if any, and specifies the means of lot identification. Identification methods may include physical labels, tags, markings and/or attached certification documents.

Industrial Coating and Painting Material Lot Traceability

The use of Industrial Coating and paint system materials are recorded including:

- Product information (manufacturer, model, color)
- Quantity
- Application area

Controlled Industrial Coating and Painting Materials

Controlled Industrial Coating and painting materials include:

- Industrial Coating Acrylic Paint systems
- Industrial Coating Epoxy Paint systems
- Industrial Coating Polymer Paint systems
- Cleaning solvents
- Abrasive media
- Fillers, Caulks and Sealants

Controlled Industrial Coating and Painting Equipment

Controlled Industrial Coating and painting equipment includes:

- Spray guns and systems
- Compressors
- Application hand tools including brushes, rollers, and squeegees

MATERIAL RECEIVING AND INSPECTION

When lot-controlled materials are received, the Operations Manager inspects the materials and verifies that materials have the specified lot identifications. Received materials are listed on the Material Receiving and Inspection Report form or Metals Materials Receiving and Inspection form included as an exhibit in this subsection.

EQUIPMENT INSPECTIONS

All equipment is inspected and maintained daily or prior to use based on the manufacturer's instructions. This includes all equipment whether in use or not while on the jobsite.

The Superintendent ensures that each work task that uses equipment proceeds only after the equipment has been accepted by the equipment quality inspection or test.

The equipment inspection includes a verification of the following:

- Equipment is in good working condition and that there is no need for repair
- Equipment maintenance has been performed to meet manufacturer's specifications
- Equipment is safe to use

PRESERVATION AND PROTECTION OF MATERIALS AND COMPLETED WORK

[CompanyName] will preserve and protect work in process, completed work, component parts, materials, and when applicable, delivery to the destination to maintain compliance with project requirements and standards. This includes handling, storage, protection from natural elements, and reducing risks of damage.

Completed work is protected from damage as specified by government regulations, contract technical specifications, industry standards, or product installation instructions.

The Quality Manager identifies supplemental protection requirements that apply to a specific project when they are necessary to assure quality results.

MATERIAL AND EQUIPMENT STORAGE

The Superintendent ensures all materials and equipment will be delivered, stored, handled, and maintained in a manner that protects them from damage, moisture, dirt, and intrusion of foreign materials.

- The Superintendent or qualified receiving inspector will record the item(s) on the Material and Equipment Receiving Inspection form and note that preventive maintenance is required
- Tag or label the material / equipment
- Record, on the tag or label, the type of preventive maintenance required, how often preventive maintenance is to be performed, and the date it was performed

Stored materials will be segregated to prevent cross contamination and limit losses should a delivery be rejected.

The Superintendent surveys stored materials and equipment during daily jobsite reviews to verify preventive maintenance requirements are being performed as required, and to identify if any material any material and/or equipment that have incurred damage or otherwise become defective and therefore unfit for use.

[CompanyName]
Controlled Materials Form

Contract ID	Contract Name	Preparer	Date	
[ProjectNumber]	[ProjectName]			

Contract Section/ Activity ID	Material	Intended Use (If description is necessary)	Lot Traceability Requirements	Method for identification of Approved Inspection Status

[CompanyName]
Material Inspection and Receiving Report

Contract ID	Contract Name	Purchase Order No.	Supplier	Bill of Lading No.	Date
[ProjectNumber]	[ProjectName]				

Item No.	Stock/Part No.	Description	Quantity Received	Condition	Marking	Accept	Conditional Use	Reject
						☐	☐	☐
						☐	☐	☐
						☐	☐	☐
						☐	☐	☐
						☐	☐	☐
						☐	☐	☐

Receiving Quality Control

ACCEPTANCE

Listed items have been accepted by me or under my supervision

☐Conform to contract specifications EXCEPT as noted herein or on supporting documents.
☐Received in apparent good condition EXCEPT as noted

Signature of authorized person and date: _____

EXCEPTIONS:

L. Inspection and Test Plan

The Quality Inspection and Test Plan form lists inspections and tests (other than work task inspections) that will be performed on this project.

Results of inspections and tests will be recorded on the Inspection and Test Form.

Form exhibits are included as an exhibit in this subsection.

Inspection and Testing Standards

Inspection and testing standards that may apply to this project include those listed below.

Inspection and Testing Standards

- ASTM D3276 - Standard Guide for Painting Inspectors (Metal Substrates)
- AMPP PA 2 - Measurement of Dry Coating Thickness with Magnetic Gages
- AMPP TU 11 - Inspection of Fluorescent Coating Systems

Independent Measurement and Tests

The Quality Manager ensures that quality tests that apply to a specific project are clearly identified. Tests for a project include:

- Purchaser required quality tests as specified by the contract, contract technical specifications, contract drawings, and approved submittals.
- Additional quality tests necessary to assure quality results.

Hold Points for Purchaser Inspection

The Superintendent stops work when reaching a hold point specified on the inspection and test plan. The Superintendent ensures that work proceeds only with purchaser approval.

Calibration of Inspection, Measuring, and Test Equipment

The Quality Manager determines inspection, measuring, and test equipment that will be controlled, calibrated, and maintained.

The Quality Manager evaluates the project requirements and determines if there are measuring devices that require controls to assure quality results.

For each type of device, the Quality Manager identifies:

- Restrictions for selection
- Limitations on use.

- Calibration requirements including the frequency of calibration. All calibrations must be traceable to national measurement standards.

When a measurement device is found not to conform to operating tolerances, the Quality Manager validates the accuracy of previous measurements.

INDUSTRIAL COATING AND PAINTING CONTROLLED MEASURING DEVICES

Industrial Coating and paint measuring devices that are controlled include

- Wet Industrial Coating measuring devices
- Dry Industrial Coating measuring devices
- Surface profile measuring devices
- Concrete surface testing devices

[CompanyName]
Inspection and Test Plan and Log

Project Number	Project Name	
[ProjectNumber]	[ProjectName]	**(All tests verified by Superintendent and/or QC Manager)**

Item	Spec Section Number and Title		Applicable Standard	Inspections & Tests Description	Test and Inspection Methods	Number required	Time Schedule/ Frequency	Inspection/ Test By	Sample Reqd. Yes/No	Unique characteristics of QC Service
1.										
2.										
3.										
4.										
5.										
6.										
7.										
8.										
9.										
10.										
11.										
12.										
13.										
14.										
15.										

[CompanyName][CompanySuffix]
Testing & Inspection Results Log

Project ID	Project Name	Preparer	Date
[ProjectNumber]	[ProjectName]		

Report ID /Date of Issue	Description of Inspection / Test	Report Date	Results		Type of Corrective Action
			Approved	Rejected	

[CompanyName]
Test Equipment Calibration Plan and Log

Project ID	Project Name	Preparer	Date	
[ProjectNumber]	[ProjectName]			

Type of measuring device	Calibration Type and Frequency	Measuring Device ID	Calibrated By/ Calibration Date	Calibration certificate #	Next Calibration Due Date
					Project Start