



**VERITAS**

construction quality guidebook for new property owners

*Front Cover*  
**CORTEN STEEL HOUSE**  
Kuala Lumpur

*Inside Front Cover*  
**CORTEN STEEL HOUSE**  
Kuala Lumpur







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Investing in the future - Sustainability and Wellbeing

Disclaimer



# INTRODUCTION

Property ownership, whether as individual or corporate, will often necessitate a sizeable financial investment over a particular duration. A good quality product will always be expected, regardless of the amount invested in the property. This shall require the property to be adequately assessed for its quality when it is handed over from the developer. Assessment on the quality of workmanship may be conducted without engaging a professional if the right knowledge and tools are available at hand.

VQ CHECK is a simple **self-assessment** tool developed by VERITAS with over 34 years in the construction industry. It is benchmarked against industry best practices as well as based on the quality standards specified in Construction Industry Standards (CIS 7) to assess the **quality of workmanship** of your property.

**VQ CHECK objectives:**

- To help educate the new property owners on the industry best practices.
- To share and supplement the knowledge that is already available.
- To promote the best practices in the industry on quality of workmanship.

As technology advances, there will always be new materials being introduced. Therefore, this guidebook shall by no means remain static but shall continue to be updated to be abreast with new materials . Nonetheless, what's shared in this guidebook are measures that are reasonably practicable and attainable.

This guidebook does not address material quality or durability, aesthetic preferences, or design suitability.

This guidebook is not an exhaustive compilation of all that should be looked into during self-assessment but a sample of some of the more relevant items to keep in mind. Readers should seek industry's expert assistance for more detailed information and guidance.



**NOTE:**  
The Construction Industry Development Board Malaysia (CIDB) developed CIS 7 as a standard for the quality of workmanship in building projects in Malaysia. The use of CIS 7 is optional, and adherence to the standards does not guarantee freedom from legal and contractual duties.

# BASIC PREPARATION

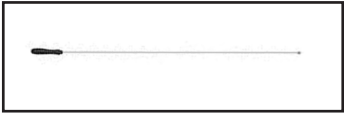
It is critical for power and water supply to be available on the assessment day.

The essential tools needed to conduct the assessment shall include:

- Drawings** – floor plans, elevations, sections.
- Sales & Purchase Agreement** – with relevant measurements and specifications.
- Writing implements** – pencil, pen, chalk, and a marker pen (non-permanent).
- Camera** – with adequate resolution.
- Torchlight** – the brighter, the better.
- Sticker** – to mark the defects.
- Measuring tape** – various lengths depending on unit size.



**Tapping rod** – advisable to use a fixed type rather than a telescopic type.



**Spirit level** – various lengths.

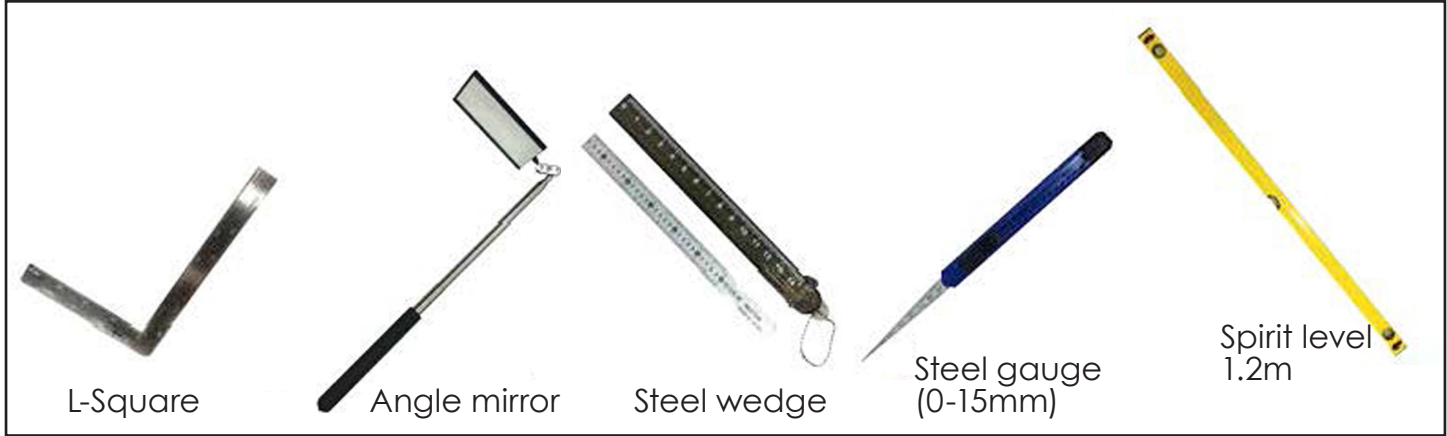


**VQ Check** – quick assessment checklist.



**Additional tools for assessment.**

- L-square
- Angle mirror
- Spirit level 1.2m
- Steel gauge (0-15mm)
- Steel wedge



**NOTE:**  
The evaluation is mostly visual. If the naked eyes can see the defects, then there will undoubtedly be a problem with the workmanship.

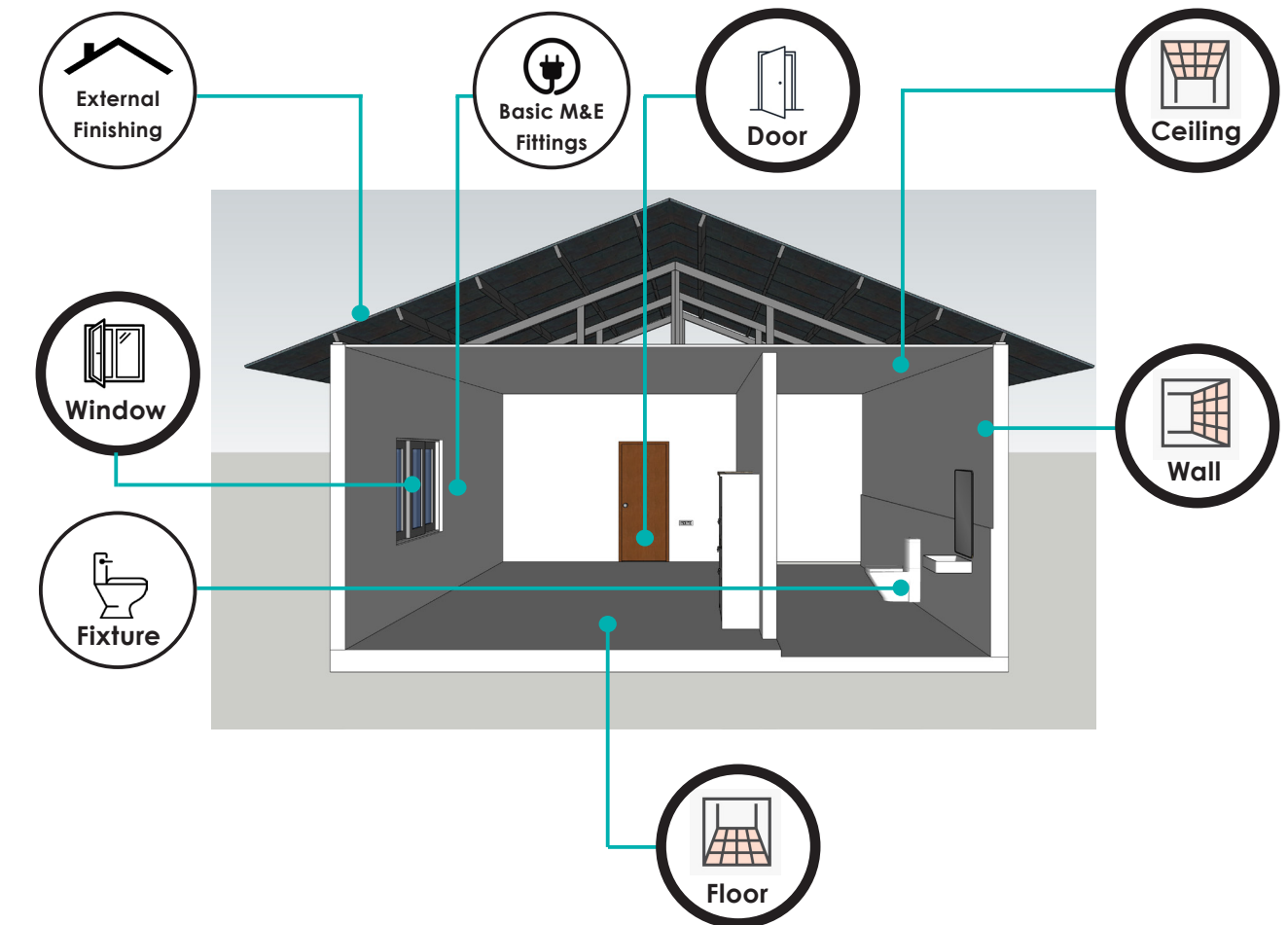




## VQ CHECK METHOD: 5+3

## VQ CHECK METHOD: 5+3

VQ Check is a simple assessment process for the Architectural finishes assessment that focuses on **five (5) internal finishing** components of **floor, wall, ceiling, door** and **windows**.



We must also evaluate the **Fixtures, Basic M&E (mechanical & electrical) fittings** and **External Finishing** in addition to these Architectural internal finishes.

**Fixtures** include wardrobes, kitchen cabinets, vanity tops, mirrors, bathtubs, water closets, shower screens, sinks, basins, signs, railings, unit number plates, grille doors and other permanent fixtures.

**Basic M&E fittings** include plumbing, sanitary fittings (e.g. gully and floor trap), and M&E fittings, including the power point, telephone point, smoke alarm, CCTV, alarm system, etc.

**External Finishing** that is selectively mentioned in this guidebook is for the roof, car park/car porch, and building apron and perimeter drain.

Each of the finishing components has **five (5) defect categories**. Kindly refer to the following pages to clarify the **five (5) defect categories** to be assessed.

### NOTE:

**We must be reasonable in our judgement because it is impossible to design a defect-free structure in most cases.**



# ASSESSMENT CRITERIA: FLOOR

## FINISHING

- In General - No stain marks or scratches on the floor finishing.
- Ceramic, Marble, Granite & Timber Finish – To have a consistent colour tone.
- Screed Finish – Surface should not be unduly rough or patchy.
- Timber & Terrazo Finish – No discolouration
- Carpet should be in good condition.

## ALIGNMENT & EVENNESS

- Floor surface to be even and should be equal or not more than 3mm over 1.20m.
- Gradient at the wet areas should be in the right direction (towards the floor trap).
- Variance in staircase lengths of treads and risers must not exceed 5mm from dimension specified.
- Carpet surface should be stretched firm and even.
- Timber strips/panels to rest firmly on backing.

## CRACKS & DAMAGES

- No visible damages/defects should be seen on the floor (e.g., chipping, broken tiles, cracked tiles, etc.).

## HOLLOWNESS & DELAMINATION

- Tile & Marble Floor - No hollow sound when tapped with a hard object/tapping rod.
- Carpet, tiles & timber strips - No sign of delamination.

## JOINTING

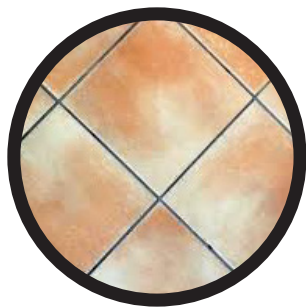
- Jointing between floor finishes must be consistent, neat and aligned.
- Thickness of the skirting must be consistent
- No holes, over grout, under grout and stains on the jointing.
- No visible gaps between timber strips.
- Carpet surface should have no visible joint.
- Lippage between 2 tiles, marbles or granites should not be more than 1mm.
- Edges of the floor are properly sealed.
- No visible gap between the edges of skirting and the floor.



Rust stains on floor tile



Damaged floor tile



Tiled floor Discolouration



Uneven surface



Timber floor Discolouration



Buckled and cracked tiles

# ASSESSMENT CRITERIA : WALL

## FINISHING

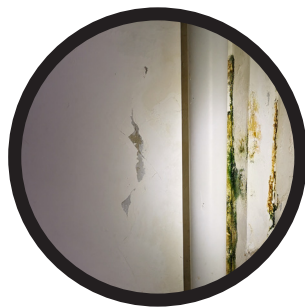
- In General - No stain marks or scratches on the wall finishing.
- Ceramic, Marble, Granite & Timber Finish – To have a consistent colour tone.
- Plaster & Paint Finish – Surface should be evenly painted and with no brush marks.

## ALIGNMENT & EVENNESS

- Wall surface to be even and should be equal or not more than 3mm over 1.20m.
- Walls meet at right angle with equal or not more than 4mm over 300mm.
- Verticality of wall should be equal or not more than 3mm over 1.20m.
- Plaster & Paint Finish - Surface should not be unduly rough or patchy.
- Wall Paper Finish – Should be stretched and have an even surface.

## CRACKS & DAMAGES

- No visible damages/defects should be seen on the wall finish (e.g., chipping, broken tiles, cracked tiles, etc.)
- No visible damages/defects should be seen on the skirting or cornice.
- Paint work should not peel or flake (due to efflorescence).



Mould found on wall finish



Cracks



Inconsistent tile joints



Efflorescence of paint

## HOLLOWNESS & DELAMINATION

- No hollow sound when tapped with a hard object/tapping rod.
- Wall Paper - No sign of delamination.
- Paint work should not be wrinkling.

## JOINTING

- Jointing between wall tiles, marbles, granites claddings or glass panels finishes must be consistent, neat and aligned.
- Edges of walls to be straight, aligned and consistent.
- No holes, over grout, under grout and stains on the jointing.
- No visible gaps between timber strips/panels.
- Wall Paper Finish – Joints should not be visible.
- Wall Paper Finish – Edges should be properly anchored, neatly laid and finished.
- No visible gap between the wall and the edges of skirting or cornice.



Discolouration or Bleeding of paint



Wrinkling of paint



# ASSESSMENT CRITERIA: CEILING

## FINISHING

- In General - No stain marks or scratches on the ceiling finishing.
- In General - Consistent colour tone.
- Plaster/Skim Coat – No pin holes.
- Plaster/Skim Coat – Formwork joints are grounded smooth.
- Suspended Ceiling/Grid system – No sign of corrosion.

## ALIGNMENT & EVENNESS

- Ceiling surface to be smooth, even, not wavy and not sagging.
- Edges of ceiling to be straight and aligned.
- Ceiling manhole to be flushed.
- Suspended Ceiling/Grid system – Rails should be visually straight.

## CRACKS & DAMAGES

- No visible damages/defects should be seen on the ceiling (e.g., crack, chipping, spalling, leakage mark, etc.)
- Ceiling tee not to be dented or crooked.

## ROUGHNESS AND PATCHINESS

- Surface to be smooth with no patchy surface due to touch-up works.

## JOINTING

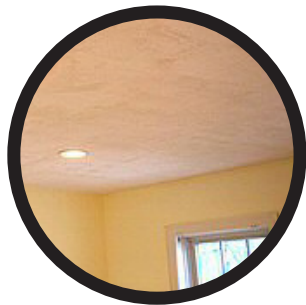
- Jointing must be consistent, aligned and neat.
- Jointing surrounding the ceiling manhole to be consistent and neat.
- Consistent or no visible gap between ceiling and wall.
- Suspended Ceiling/Grid system – access opening joints should be neat and have consistent width.
- No visible gap between the edges of the cornice and the ceiling.



Cracked plaster ceiling



Water marks - mold found on ceiling finishes



Uneven surface



Obscured Moulding



Sagging on ceillin plaster



Water Seepage

# ASSESSMENT CRITERIA : DOOR

## JOINTS AND GAPS

- No visible gap between door frame and wall.
- Neat joints between door frame and wall (internally and externally).
- Consistent gap between door leaf and frame and the gap shall not be more than 5mm.

## ALIGNMENT & EVENNESS

- Aligned and level with wall openings.
- Door to be flush with each other and door frame.
- Door leaf and frame corners maintained at right angles.
- No rattling sound when the door is closed.
- Double leaf doors to flush with each other.

## MATERIALS & DAMAGES

- No stain marks and any visible damage including cracks, paint drip and brush marks.
- No sags, warping or bulging of door leaf and frame.
- Timber/Wooden Door Leaf/Frame – No sign of rot or wood attacking pest.
- Timber/Wooden Door Leaf/Frame – Door joints and nail holes filled up, sanded with



Missing screw at the door hinge



Rusted door frame



Buckling or Sagging of doors



Excessive gap under the door frame



Cracks in door frame or panel



Peeling off laminate

- good paintwork.
- Metal/Aluminium Door Leaf/Frame - No sign of corrosion and dents.
- Laminated Composite Door – No peeling of laminate and cracks.
- Glass Door – Glazing clean and evenly sealed with gasket.
- Good paintwork (including top and bottom of door leaf).
- Consistent colour tone.

## FUNCTIONALITY

- Ease in opening, closing and locking.
- No squeaky sound during opening and closing of the door.
- Lockset should be functional.

## ACCESSORIES DEFECTS

- Accessories with good fit and no stains.
- No sign of corrosion or missing or defective accessories.
- Fasteners are levelled and flushed. Fasteners should be fastened properly.
- For timber frame, no additional timber shim added for site adjustment should be detected.



# ASSESSMENT CRITERIA : WINDOW

## JOINTS AND GAPS

- No visible gap between window frame and wall.
- Neat joints between window frame and wall (internally and externally).
- Consistent gaps for joints at window leaf and frame.

## ALIGNMENT & EVENNESS

- Aligned and level with wall openings.
- Window to be flush with window frame.
- Window leaf and frame corners maintained at right angles.

## MATERIALS & DAMAGES

- No stain marks and any visible damage including cracks, paint drip and brush marks.
- No sags, warping or bulging of window leaf and frame.
- Timber/Wooden Window Leaf/Frame – No sign of rot or wood attacking pest.
- Timber/Wooden Window Leaf/Frame – Window joints and nail holes filled up, sanded with good paintwork.
- Metal/Aluminium Window Leaf/Frame - No sign of corrosion and dents.

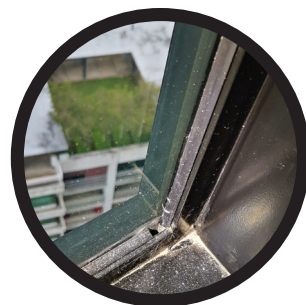
- Glazing clean and evenly sealed with gasket.
- Good paintwork.
- Louvered window with glass panels of correct length.

## FUNCTIONALITY

- Ease in opening, closing and locking.
- No squeaky sound during opening and closing of the window.
- Lockset should be functional.
- No sign of rain water seepage.
- Weep holes are provided (if specified).

## ACCESSORIES DEFECTS

- Accessories with good fit and no stains.
- No sign of corrosion or missing or defective accessories.
- Fasteners are levelled and flushed. Fasteners should be fastened properly.



Gasket not fully applied



Paint stains on the window frame



Condensation in double paned windows



Glass cracks



Scratched glass



Water Seepage



# ASSESSMENT CRITERIA : FIXTURE

## JOINTS AND GAPS

- Neat and consistent joints surrounding the fixture.
- Welding joints need to be grounded and flushed.

## ALIGNMENT & EVENNESS

- Aligned and level.

## MATERIALS & DAMAGES

- No stain marks and visible damages/ defects should be detected at fixture.
- Colour to be consistent and uniformed.

## FUNCTIONALITY

- To be securely fixed, functional and safe.

## ACCESSORIES DEFECTS

- Accessories with good fit, no stains and no visible damages.
- No sign of corrosion, missing and defective accessories.



Screw at the shower screen found to be missing



Visible gap around the internal fixture (soap holder)



Stains marks on cabinet



Loose cabinetry



Paint peeling off hand rails



Rusted screws at door handle

# ASSESSMENT CRITERIA : BASIC M&E FITTINGS

## JOINTS AND GAPS

- Neat and consistent joints surrounding the M&E fittings.
- No visible gaps.
- Joints properly sealed.

## ALIGNMENT & EVENNESS

- Aligned level and straight.

## MATERIALS & DAMAGES

- No stain marks and visible damages/ defects should be detected at fixture.
- Colour to be consistent and uniform.
- No chipping or cracks or any visible paint stain or mortar drippings.

## FUNCTIONALITY

- To be securely fixed, functional and safe.
- No leakage at joints.

## ACCESSORIES DEFECTS

- Accessories with good fit, no stains and no visible damages.
- No sign of corrosion, missing and defective accessories.



Missing accessory



M&E fittings is not installed properly



Leaking faucet



Signs of corrosion and rust



Stains



Gap between lighting and ceiling



# ASSESSMENT CRITERIA : EXTERNAL FINISHING

## 1. FINISHING

- Surface to be smooth with no tool marks and no stain marks.
- Good painting of roof structural members.
- Finishing to have consistant colour tone.
- Plaster & Paint Finish – Surface should be evenly painted and with no brush marks.
- Proper dressing for any protrusions.
- Capark – Markings are clear and visible.

## 2. ALIGNMENT & EVENNESS

- Water to fall in the right direction.
- Roof tiles in alignment.
- Ridge of the roof to be straight and level.
- Surface to be levelled to avoid tripping.
- Exposed Waterproofing – Evenly installed with no sharp protrusion and complete adhesion to the base.

## 3. MATERIAL & DAMAGES

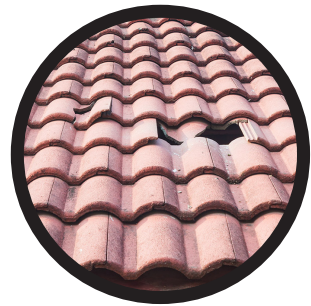
- No visible damages/defects should be seen on the finishing.
- Roof tiles are not missing.
- Cladding / Curtain Walls – Sealant material is compatible with cladding.

## 4. FUNCTIONALITY

- Roof to have no signs of leaking.
- Flat Roof – Water ponding to be not more than 3mm deep.
- Paintwork should not be wrinkling.
- Gutter and Rain Water Down Pipe – No blockage and chockage.
- Gutter – Slopes down toward the downspouts.
- Fixtures securely fixed, functional and safe.

## 5. JOINTING

- Openings to be sealed to prevent pest invasion.
- Exposed Waterproofing – Good laps at joints.
- Gaps around openings to be properly sealed.



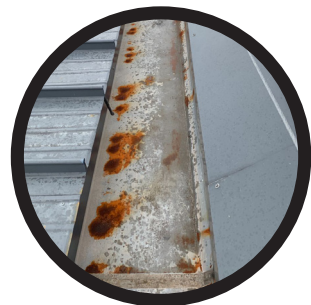
Pitch Roof-Damaged and missing tiles



Parapet wall not properly touched up



Mold on external wall



Gutter-Signs of corrosion and rust



Flat Roof Damaged Surface



Carpark-Damaged marking



# ADDITIONAL ADVICE FOR THINGS TO ASSESS

## More pointers to ensure you can carry out a thorough job assessing your property

### ELECTRICAL POWER

Inspect each light fixture to ensure that it is properly installed and that no pieces are broken.

To ensure that each light switch and fixture is working properly. Turn them on to test.

Check that each electrical socket works by plugging an electrical device into it.

Put the doorbell to the test.

### PLUMBING SYSTEMS

Check if the faucets are easy to open and close.

Make sure a stop tap (stop cock) are provided in any plumbing fixture.

Pipes are properly supported, bent without distortion, kink or damage.

Pipe joints are watertight, and pipe ends are properly capped.

For six minutes, run each fixture. Look for drips from the faucet and leakage from the fixture's base.

### TOILET/BATHROOM

Every toilet should be flushed. Look for leakage across the toilet's rim.

Sit on the toilet to ensure that it is well secured.

Floor trap covers are securely fixed

Make sure the toilet seat cover is firm and tightly fastened by opening it.

Check for chips, holes, and discolouration in the bathtub, bathroom, sink, and toilet.

Close the tub stopper and the sink stopper. Fill them with a couple of centimetres of water. To make sure the stopper does not leak, wait three to four minutes.

### MECHANICAL VENTILATION

Switch on the air conditioning (A/C) and make sure it functions properly (including the remote control functions).

There shall be no leakages from the A/C piping.

A/C compressor should be securely fixed on the A/C ledge or A/C bracket.

Switch on the fan and make sure it functions properly. The fan (wall/ceiling mounted) shall be fixed securely.

Toilets with no access to natural ventilation must be provided with mechanical ventilation.

### THE KITCHEN

Look for scratches and abrasions on the counters.

Check each cabinet's front for a smooth finish.

Open all of the cabinets. Look for hinges and hardware that are not sturdy.

Extend each drawer as far as you can. Check to see whether each drawer slides in and out smoothly.

Check that each appliance works properly by turning them on. Make sure to receive the manuals and warranty cards/vouchers for all the appliances provided, e.g. fridge, cooker, oven, extraction hood, etc.

For the built-in appliances together with the kitchen cabinet, make sure it can be removed for maintenance/repair without damaging/dismantling the cabinet. Get clarification from the developer on how this can be done.

### SECURITY SYSTEM & OTHERS

Test the intercom. Make sure the sound coming out is clear (on both ends). If the intercom has the functions for visual images, make sure the images produced are clear.

Check the functionality of the access card to all the areas where the card can have access.

Ensure the data points for telephone, internet, cable TV and etc. are not damaged and function properly.





**FLOOR**

**WALL**

**CEILING**

**DOOR**

**WINDOW**

**FIXTURES**

**FITTING FOR M&E**

**EXTERNAL FINISHING**

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## QUICK ASSESSMENT CHECKLIST































# QUICK ASSESSMENT CHECKLIST

No	Description	Verification		Comments
Internal Finishes / External Finishes		Yes	No	
1 FLOOR				
a)	The floor should be level and even, with no more than 3mm of difference over 1.2meter.	<input type="checkbox"/>	<input type="checkbox"/>	
b)	When tapped with a hard object (tapping rod), there is no hollow sound.	<input type="checkbox"/>	<input type="checkbox"/>	
c)	The floor surface is free of paint drips or other stain marks.	<input type="checkbox"/>	<input type="checkbox"/>	
d)	The floor surface is free of cracks, chips, cuts, scratches and other noticeable damages.	<input type="checkbox"/>	<input type="checkbox"/>	
e)	The floor tiles, marble, granite or timber finish should have consistent shading and colour tone.	<input type="checkbox"/>	<input type="checkbox"/>	
f)	The joints between the floor tiles, marbles, granite or timber panels should be consistent, neat and aligned.	<input type="checkbox"/>	<input type="checkbox"/>	
g)	The joints between the floor tiles, marbles, granite or timber panels is free of holes, over grout, under grout and stains.	<input type="checkbox"/>	<input type="checkbox"/>	
h)	Lippage between 2 tiles, marbles or granite should not be more than 1mm.	<input type="checkbox"/>	<input type="checkbox"/>	
i)	Concrete finished surface is not wavy, patchy or unduly rough.	<input type="checkbox"/>	<input type="checkbox"/>	
j)	Variance in staircase lengths of threads and risers must not exceed 5mm from dimension specified.	<input type="checkbox"/>	<input type="checkbox"/>	
k)	Thickness of skirting must be consistent and with no visible damages.	<input type="checkbox"/>	<input type="checkbox"/>	
l)	No visible gap between the edges of skirting and the floor.	<input type="checkbox"/>	<input type="checkbox"/>	
m)	Carpet surface should be in good condition and, is stretched firm and even.	<input type="checkbox"/>	<input type="checkbox"/>	
n)	Timber panels is resting firmly on backing.	<input type="checkbox"/>	<input type="checkbox"/>	
o)	Timber panels is free from warpage and discolouration.	<input type="checkbox"/>	<input type="checkbox"/>	
p)	The floor surface is free from water ponding.	<input type="checkbox"/>	<input type="checkbox"/>	
q)	Floor gradient at wet areas should be in the right direction (towards the floor trap).	<input type="checkbox"/>	<input type="checkbox"/>	



No	Description	Verification		Comments
Internal Finishes / External Finishes		Yes	No	
2	WALL			
a)	The wall should be level and even, with no more than 3mm of difference over 1.2meter.	<input type="radio"/>	<input type="radio"/>	
b)	When tapped with a hard object (tapping rod), there is no hollow sound.	<input type="radio"/>	<input type="radio"/>	
c)	The wall surface is free of paint drips and stain lines.	<input type="radio"/>	<input type="radio"/>	
d)	The wall surface is free of cracks, chips, cuts, scratches and other noticeable damages.	<input type="radio"/>	<input type="radio"/>	
e)	The wall tiles, marbles or granites should have consistent shading and colour tone.	<input type="radio"/>	<input type="radio"/>	
f)	The joints between the wall tiles, marbles, granites or glass panels should be consistent, neat and aligned.	<input type="radio"/>	<input type="radio"/>	
g)	The joints between the wall tiles, marbles or glass panels is free of holes, over grout, under grout and stains.	<input type="radio"/>	<input type="radio"/>	
h)	Lippage between 2 tiles, marbles or granites should not be more than 1mm.	<input type="radio"/>	<input type="radio"/>	
i)	The wall surface is not wavy, patchy or unduly rough.	<input type="radio"/>	<input type="radio"/>	
j)	Plaster & Paint finished surface should be evenly painted and no brush marks or flake (peeling off).	<input type="radio"/>	<input type="radio"/>	
k)	Wall Paper finish should be stretched, have an even surface and no sign of delamination.	<input type="radio"/>	<input type="radio"/>	
l)	Wall Paper finish joints is not visible and edges are properly anchored and neatly laid.	<input type="radio"/>	<input type="radio"/>	
m)	Skirting or cornice is free of damages, paint drips and stain lines.	<input type="radio"/>	<input type="radio"/>	
n)	No visible gap between the edges of skirting or cornice and the wall.	<input type="radio"/>	<input type="radio"/>	
o)	When using an L-square, the wall squareness should meet at right angle with equal or not more than 4mm over 300mm.	<input type="radio"/>	<input type="radio"/>	

No	Description	Verification		Comments
Internal Finishes		Yes	No	
3	CEILING			
a)	The ceiling surface is not wavy, patchy or unduly rough.	<input type="radio"/>	<input type="radio"/>	
b)	The ceiling surface is free of cracks, chips, cuts, scratches and other noticeable damages.	<input type="radio"/>	<input type="radio"/>	
c)	The ceiling surface is free of stain lines, finger impressions, and paint stains.	<input type="radio"/>	<input type="radio"/>	
d)	Jointing between ceiling boards and ceiling tee should be consistent.	<input type="radio"/>	<input type="radio"/>	
e)	The ceiling manhole should be flush and the gaps between the ceiling and ceiling manhole should be uniform.	<input type="radio"/>	<input type="radio"/>	
f)	Plaster & Paint finished surface should be evenly painted and no brush marks, no pin holes or flake (peeling off).	<input type="radio"/>	<input type="radio"/>	
g)	Concrete finished surface is free of concrete peel-off or exposed steel bars and formwork joints are grounded smooth	<input type="radio"/>	<input type="radio"/>	
	Suspended Ceiling/Grid System rails should be visually straight with no sign of corosion.	<input type="radio"/>	<input type="radio"/>	
h)	No visible gap between the edges of cornice and the ceiling.	<input type="radio"/>	<input type="radio"/>	

No	Description	Verification		Comments
Internal Finishes / External Finishes		Yes	No	
4	DOOR			
a)	The door frame and panel should be levelled and aligned.			
b)	No visible gap between door frame and wall.			
c)	The gap between the door frame and door leaf should be uniform and not be more than 5mm.			
d)	The door panels and door frame are free of dents, corrosion, rot, scratches, stains, and other noticeable damages.			
e)	All accessories, including hinges, knobs/handle, door stoppers, lockset and door closers, should be in proper working order.			
f)	All accessories is free of corrosion, stains, missing or defective accessories and other noticeable damages.			
g)	There should be no squeaky noise as the door opens and closes.			
h)	Fasteners are installed properly, levelled and flushed.			
i)	No rattling sound when the door is closed			
j)	The door panel and the door frame should be flush. Double leaf doors to flush with each other.			
k)	Good paintwork (including top and bottom of door leaf) and with no visible brush marks.			
l)	Glass Door - Clean glazing and evenly sealed.			
m)	Laminated Composite Door - is free of peeling of laminate and cracks.			

No	Description	Verification		Comments
Internal Finishes / External Finishes		Yes	No	
5	WINDOW			
a)	The window frame and panel is levelled and aligned.	<input type="radio"/>	<input type="radio"/>	
b)	No visible gap between window frame and wall.	<input type="radio"/>	<input type="radio"/>	
c)	The gap between the window frame and panel should be uniform.	<input type="radio"/>	<input type="radio"/>	
d)	The window frame sealant should be neat and consistent.	<input type="radio"/>	<input type="radio"/>	
e)	The aluminium frame and glazing are free of dents, bruises, stain marks, cracks and other noticeable damages.	<input type="radio"/>	<input type="radio"/>	
f)	All accessories, such as window stays, buttons, and screws is in proper working order.	<input type="radio"/>	<input type="radio"/>	
g)	All accessories is free of corrosion, stains, missing or defective accessories and other noticeable damages.	<input type="radio"/>	<input type="radio"/>	
h)	The window can open and shut smoothly without making a squeaky noise.	<input type="radio"/>	<input type="radio"/>	
i)	There should be no evidence of a water marks or seepage.	<input type="radio"/>	<input type="radio"/>	
j)	The window's gasket/rubber should be correctly installed.	<input type="radio"/>	<input type="radio"/>	
k)	Louvered window with glass panels of correct length.	<input type="radio"/>	<input type="radio"/>	



No	Description	Verification		Comments
	<i>Internal Finishes</i>	Yes	No	
<b>6</b>	<b>FIXTURES</b>			
	<i>(permanent fixture that is fixed into the unit such as wardrobe, kitchen cabinet, vanity top, wash basin, etc.)</i>			
a)	The fixture is securely fixed and safe.	<input type="radio"/>	<input type="radio"/>	
b)	The fixture is levelled and aligned.	<input type="radio"/>	<input type="radio"/>	
c)	The fixture is functional and can open and shut easily (smoothly) without making a squeaky noise.	<input type="radio"/>	<input type="radio"/>	
d)	The gap across the fixture should be neatly filled and consistent.	<input type="radio"/>	<input type="radio"/>	
e)	The fixture is free of stain marks, dents, scratches, corrosion, rot, and other noticeable damages.	<input type="radio"/>	<input type="radio"/>	
f)	All accessories with good fit and in proper working order.	<input type="radio"/>	<input type="radio"/>	
g)	All accessories are free of corrosion, stains, missing or defective accessories and other noticeable damages.	<input type="radio"/>	<input type="radio"/>	

No	Description	Verification		Comments
	<i>Internal Finishes</i>	Yes	No	
<b>7</b>	<b>FITTINGS FOR M&amp;E</b>			
	<i>Basic M&amp;E fittings include plumbing, sanitary fittings (e.g. gully and floor trap), and M&amp;E fittings, including the power point, telephone point, smoke alarm, CCTV, alarm system, etc.</i>			
a)	The fitting's joints should be compatible.	<input type="radio"/>	<input type="radio"/>	
b)	Joints are consistent and neatly filled/sealed.	<input type="radio"/>	<input type="radio"/>	
c)	The gap between fittings should be uniform.	<input type="radio"/>	<input type="radio"/>	
d)	Mounted M&E fittings should be levelled and aligned.	<input type="radio"/>	<input type="radio"/>	
e)	The fittings are free of stain marks, scratches, and other noticeable damages.	<input type="radio"/>	<input type="radio"/>	
f)	The fittings should be functional.	<input type="radio"/>	<input type="radio"/>	
g)	There are no misplaced accessories.	<input type="radio"/>	<input type="radio"/>	

No	Description	Verification		Comments
		Yes	No	
<b>8</b>	<b>EXTERNAL FINISHING</b>			
	<i>External Finishing that is selectively mentioned in this guidebook is for the external walls, roof, car park/car porch, and building apron and perimeter drain.</i>			
a)	External Floor - Kindly refer the checklist for Floor (item 01).	<input type="radio"/>	<input type="radio"/>	
b)	External Wall - Kindly refer the checklist for Wall (item 02).	<input type="radio"/>	<input type="radio"/>	
c)	External Wall Claddings / Curtain Walls have compatible sealant material.	<input type="radio"/>	<input type="radio"/>	
d)	External Wall Claddings is provided with weep holes as specified.	<input type="radio"/>	<input type="radio"/>	
e)	Curtain Walls is free from leakages.	<input type="radio"/>	<input type="radio"/>	
f)	Roof tiles / Flat Roof surface is free of paint drips and stain lines.	<input type="radio"/>	<input type="radio"/>	
g)	Roof tiles / Flat Roof surface is free of cracks, chips, cuts, scratches and other noticeable damages.	<input type="radio"/>	<input type="radio"/>	
h)	Roof tiles should have consistent shading and colour tone.	<input type="radio"/>	<input type="radio"/>	
i)	Roof tiles arrangement should be in alignment and ridge of roof is straight and level	<input type="radio"/>	<input type="radio"/>	
j)	Roof tiles / Flat Roof surface should have water fall in the right (intended) direction.	<input type="radio"/>	<input type="radio"/>	
k)	Roof surface is free of signs of leaking. Water ponding on a flat roof should not be more than 3mm.	<input type="radio"/>	<input type="radio"/>	
l)	Exposed Waterproofing to have good laps at the joints with no sharp protrusion and complete adhesion to the base.	<input type="radio"/>	<input type="radio"/>	
m)	Exposed Waterproofing is free from signs of damages to membrane / coating.	<input type="radio"/>	<input type="radio"/>	
n)	Gutter and Rain Water Down Pipe is free from blockage and chockage.	<input type="radio"/>	<input type="radio"/>	
o)	Gutter slopes down toward the downspouts.	<input type="radio"/>	<input type="radio"/>	
p)	All openings are sealed to prevent pest invasion.	<input type="radio"/>	<input type="radio"/>	
q)	The gaps around openings are properly sealed.	<input type="radio"/>	<input type="radio"/>	
r)	Fixtures securely fixed, functional and safe.	<input type="radio"/>	<input type="radio"/>	
s)	M&E Fittings have no visible gaps.	<input type="radio"/>	<input type="radio"/>	
t)	Accessories are not missing or defective	<input type="radio"/>	<input type="radio"/>	
u)	Perimeter Drain is free of cracks, chips, cuts, scratches and other noticeable damages.	<input type="radio"/>	<input type="radio"/>	
v)	Perimeter Drain - Water is flowing freely and there is no water ponding.	<input type="radio"/>	<input type="radio"/>	
w)	Drain cover is levelled and is not warped.	<input type="radio"/>	<input type="radio"/>	
x)	Drain cover is free of corrosion.	<input type="radio"/>	<input type="radio"/>	





## INVESTING IN THE FUTURE – SUSTAINABILITY AND WELLBEING

## INVESTING IN THE FUTURE – SUSTAINABILITY AND WELLBEING

Moving into a new property may be an exciting moment for new property owners, and we will usually opt to renovate and retrofit the property to suit our needs. Irrespective of who we are or what we do, we each have a moral duty to preserve the world for the sake of future generations and other species. Our current decisions and actions will have far-reaching long-term consequences for future generations. Sustainability practices will help in elevating the stress we put on the environment. There are many steps to be taken to ensure the property becomes a positive investment towards sustainability and the occupant's wellbeing. With these in mind, here are some ideas to consider:

### Energy Efficiency Appliances

- Consider installing **Solar Power Systems** to generate electricity to offset the usage; **Solar Battery** to connect to your solar power system to enable you to use solar after the sun goes down, power an EV overnight, or provide backup power during emergencies.
- Select appliances with **Energy Efficiency Label which comes with Energy Star Rating**. The Energy Commission issues energy efficiency labels to manufacturers of electrical appliances who comply with the standards and requirements of energy performance tests. The energy efficiency label shows you the estimated energy consumption of electrical equipment based on a star rating system - 5 stars means the most efficient, 1 star means the least efficient. With the star ratings, you can estimate how much electricity (kWH) the appliance consumes!
- Electrical appliances with Energy Star Rating: *Domestic refrigerators, domestic fans, Television and Air conditioners (single split wall mounted type)*

### Water Efficiency Fittings

- Consider the usage of **water-efficient fittings covered under the Water-Efficient Products Labelling Scheme (WEPLS)** initiated by Suruhanjaya Perkhidmatan Air Negara (SPAN) to register and label water-efficient products according to the guidelines set by SPAN.
- **WEPLS rating system** comes with 1 star (water-efficient), 2 stars (highly water-efficient) and 3 stars (most water-efficient).
- The range of water-efficient fittings consists of water taps, including basin tap, sink tap, shower tap and ablution tap, water closet, urinal equipment, shower heads, and clothes washing machine.

### Sustainable and Safe Building Material

- **Avoid formaldehyde resin**, an adhesive commonly used in woodworking, especially in veneer and lamination work often found in panelling, cabinets or furniture. Formaldehyde can be released as a vapour due to off-gassing from products containing formaldehyde-based resin and is highly toxic.
- **Low-VOC paints** are eco-friendly, and they contain fewer volatile chemicals than regular paint. Low-VOC paints off-gas less, are safer, and less likely to have a strong smell. Fumes are caused by VOCs, which can trigger severe health reactions in those who inhale them.
- Pay attention to **locally sourced and eco-friendly materials**, ranging from, but not limited to, tiles, timber flooring, carpet, plaster & paint, wallpaper, plaster ceiling etc. (Remember, not all definitions of "locally produced" are equivalent. Some may demand that raw materials be gathered within a certain radius of the production location, while others permit the importation of raw materials.)



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If other standards are in place, the examples provided here may be inapplicable.

Views are subject to change on the basis of additional or new facts, new materials or developments.