

PROFESSIONAL TRAINING REPORT

Submitted in partial fulfillment of the requirements for the award of
Master of Architecture degree in Building Management

By
BUVANESHWARAN SK



SCHOOL OF BUILDING AND ENVIRONMENT
DEPARTMENT OF ARCHITECTURE
M. Arch (Building Management)

SATHYABAMA
INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEEMED TO BE UNIVERSITY)
Accredited with Grade 'A' by NAAC
JEPPIAR NAGAR, RAJIV GANDHI SALAI, CHENNAI - 600119

DEC- JAN 2020 - 21



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PHONE: 2450 1443/9941912481 INTERNET: www.sathyabama.ac.in

E-mail: archhod@sathyabama.ac.in



**SCHOOL OF BUILDING AND ENVIRONMENT
DEPARTMENT OF ARCHITECTURE
M. Arch (Building Management)**

**PROFESSIONAL TRAINING (S84 INT)
DEC- JAN 2020 - 21**

Name of the Student : Buvaneshwaran S K

Semester : III

Batch : 2019-2021

Reg No. : 39840004



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SCHOOL OF BUILDING AND ENVIRONMENT

DEPARTMENT OF ARCHITECTURE

M. Arch (Building management)

VIVA-VOCE EXAMINATION

This is to certify that the Professional Training (S84 INT) is the work of **Buvaneshwaran SK (39840004)** who had undergone training in **ViVibe Conseil Private Limited** and has been monitored by the continuous assessment during **Dec 2020 to Jan 2021**.

A handwritten signature in blue ink, likely belonging to Dr. Devyani Gangopadhyay.

Dr.Devyani Gangopadhyay
HOD AND DEAN

Submitted for Viva voice Examination held on _____

Internal Examiner

External Examiner



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DECLARATION

I, **Buvaneshwaran SK (39840004)** hereby declare that the Professional Training Report **10th December 2020 to 20th January 2021** done by me under the guidance of **Mr.Arun Mozhi Varman K** is submitted in partial fulfillment of the requirements for the completion of practical training session.

DATE : 20 - 01 - 2021

PLACE : COIMBATORE



SIGNATURE OF CANDIDATE

ACKNOWLEDGEMENT

I am pleased to acknowledge my sincere thanks to Board of Management of **SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY** for their kind encouragement in doing this project and for completing it successfully. I am grateful to them.

I convey my thanks to **Dr.Devyani Gangopadhyay Dean, School of building and environment** for providing me necessary support and details at the right time during the progressive reviews.

I would like to express my sincere and deep sense of gratitude to **Mr. Arun Mozhi Varman K** for his valuable guidance, suggestions and constant encouragement paved way for the successful completion of my Training.

I would also like to express my sincere thanks to Ar. Sukirtha Suresh (Internal Coordinator) for her valuable guidance, during the entire Professional Training period.

I wish to express my thanks to all Teaching and Non-teaching staff members of the Department of Architecture who were helpful in many ways for the completion of the project.

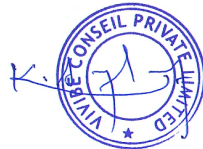
Also thanks to the CEO of the firm,

Mr. Arun Mozhi Varman K

ViVibe Conseil Private Limited

Marutham Hallmark , Seth Narayan Das Layout, Sat Narang Das Layout, Tatabad

Coimbatore, Tamil Nadu 641012



CONFIRMATION LETTER

(Annexure –V)

V I V I B E

Confirmation Letter
General Management

Ref. No. VV/GEM/HR/711

To
The Head of the Department
Department of Architecture, School of Building & Environment
Sathyabama Institute of Science and Technology
Rajiv Gandhi Salai, Jeppiaar Nagar
Chennai-600 119, Tamil Nadu

08-December -2020

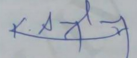
Sub: Confirmation letter for practical training at Vivibe Conseil Private Limited for **Mr. Buvaneshwaran S K** Reg: 39840004

Respected Sir,

With respect to the above subject we would like to induct **Mr. Buvaneshwaran S K** (Reg: 39840004) M.Arch in Building Management, Sathyabama Institute of Science And Technology, as a Project Management trainee for a period of 30 days from Dec 10th 2020 to January 20th 2021

Thanking You

Sincerely


Mr Arun Mozhi Varman K
Vivibe Conseil Private Limited



1
VIVIBE Conseil Private Limited
Registered office: Madhavaram Palayam, Thangalpet Road, North Chennai-600 031, Tamil Nadu, India. Phone: 9840004004
Email: info@vivibe.co

JOINING LETTER

(Annexure –VI)

V I V I B E

Joining Letter

General Management

Ref. No. VV/GEM/HR/707

Mr Buvaneshwaran S K

Sathyabama Institute of Science and Technology Department

Chennai

02-December -2020

Dear Mr Buvaneshwaran S K

We would like to congratulate you on being selected for the "Management Intern" position, effective from **10-12-2020**. As such, your internship will include training/orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you learned in class.

Again, congratulations and we look forward to working with you this coming day.

Sincerely

Arun Mozhi Varman K

(For Vivibe)



MONTHLY REPORT

(Annexure –VII)


SATHYABAMA
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DEPARTMENT OF ARCHITECTURE
M. Arch (Building management)
Continuous Assessment Report for Professional training
 (Continuous progress report of the trainee architect/Project Manager for the period of 15 working days in the office to be submitted to HOD by the Trainee in Charge of the Organization)

1. Name of the office / organization : **Vivibe Conseil Private Limited**
 : Marutham Hallmark , Seth Narayan Das Layout, Sat Narang
 Das Layout, Tatabad, Coimbatore, Tamil Nadu 641012
 9585496946

2. Address & Contact Number

3. Name of the student : **Buvaneshwaran S K**
 : From 10 - 12 - 2020
 To 31 - 12 - 2020

4. Duration

5. Total No. of days : **15**

6. Evaluation of Performance criteria shall be on

* Note: Kindly grade the student as per his/her overall performance in the office during the assessment month; which will be converted to the allotted 40 marks by the department.

Description of works	Excellent	Good	Fair	Poor	NA
Understanding of office culture	✓				
Skillsets related to project management	✓				
Design Management		✓			
Understanding the Triple Constraints	✓				
Observation during Site Visits		✓			
Understanding of construction details		✓			
Understanding of Construction sequences			✓		
Site Supervision / Discussion with clients		✓			
Adherence to Time schedule	✓				
Quantitative aptitude			✓		
Documentation skills	✓				
Coordination with other consultants	✓				

Overall Grading* B

(A – 8.0, B – 7.0, C – 6.0, D – 5.5, E – 5.0, F – <5)

7. Any other Remarks : _____

8. Signature of the Head of the Office / Organization (With Seal)




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 Das Layout, Tatabad, Coimbatore, Tamil Nadu 641012
 9585496946

2. Address & Contact Number

3. Name of the student : **Buvaneshwaran S K**
 : From 01 - 01 - 2021
 To 20 - 01 - 2021

4. Duration

5. Total No. of days : **15**

6. Evaluation of Performance criteria shall be on

* Note: Kindly grade the student as per his/her overall performance in the office during the assessment month; which will be converted to the allotted 40 marks by the department.

Description of works	Excellent	Good	Fair	Poor	NA
Understanding of office culture	✓				
Skillsets related to project management	✓				
Design Management		✓			
Understanding the Triple Constraints	✓				
Observation during Site Visits	✓				
Understanding of construction details	✓				
Understanding of Construction sequences		✓			
Site Supervision / Discussion with clients	✓				
Adherence to Time schedule	✓				
Quantitative aptitude		✓			
Documentation skills	✓				
Coordination with other consultants	✓				

Overall Grading* A

(A – 8.0, B – 7.0, C – 6.0, D – 5.5, E – 5.0, F – <5)

7. Any other Remarks : _____

8. Signature of the Head of the Office / Organization (With Seal)



Annexure – IX

Experience Certificate

General Management

Ref. No. VV/GEM/HR/709

To

The Head of the Department

Department of Architecture, School of Building & Environment

Sathyabama Institute of Science and Technology

Rajiv Gandhi Salai, Jeppiaar Nagar

Chennai-600 119, Tamil Nadu

20-January -2021

Sub: Completion Letter for Professional Training reg.39840012

Respected Sir,

This is to certify that **Mr. Buvaneshwaran S K (39840004)** has undergone Project Management Student Training with us from **10-12-2020 to 20-01-2021** and has successfully completed the **30 days** period training.

During his tenure as a trainee with us, we found him to be diligent, intelligent and hard working. We wish him all the best & success for the future endeavors.

He has been relieved from all his services as per the rules of the company.

Sincerely

Mr Arun Mozhi Varman K

Vivibe Conseil Private Limited



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3	Bahunia Township, Kalapatti - Floor Plans,Pending Works Schedule and Lessons Learnt from the Project	7 - 14
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5	Township, Saravanapatti, Coimbatore -Area statement and Abstract BOQ	16 - 17
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7	Sheik Residence - Scheduling and lessons Learnt	19 - 24
8	Checklist Preparation	25 - 29
9	Conclusion	30

INTRODUCTION

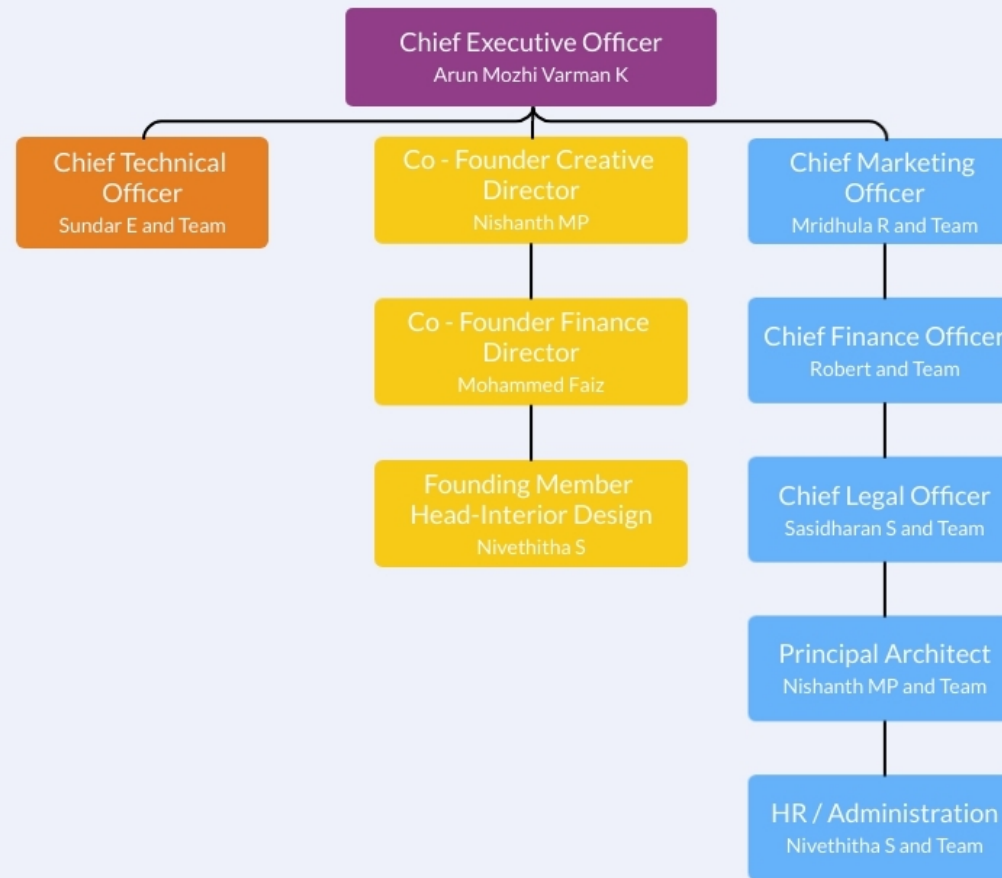
ABOUT THE FIRM:

VIVIBE Counsel Private Limited is an operating cum consultancy firm based in Coimbatore and Chennai, Tamil Nadu. VIVIBE offers varied services on four different platforms. At VIVIBE we concern the desire of people and societal as a base plug in where we centralise people's thought and bridge the gap between environment and society.

IDEALOGY THE FIRM:

- Social relationship enhancement
- Loyalty – Consumer as primary priority
- Global Elite – Economic to Elite
- Thinner – Lighter – Economical
- Affordability without compromising comfort
- Positivity - Inter and Intra company
- Create and spread Energy
- Equality and Diversity

ORGANISATION CHART



OBJECTIVES OF PROFFESIONAL TRAINING:

The main objectives of the professional training is

- To understand the role of project management in construction industry
- Contributions of the firm to the project
- To explore the core areas of Building services and management
- To learn about the business side of the things

SECTORS OF OPERATION

- **Operations and Allied services**
 - Project Management
 - Business Development
 - Finance, Accounts and e-Commerce
 - Information Technology
 - Supply Chain Management
- **Architectural and Allied services**
 - General Architecture
 - Landscape Architecture
 - Interior Design
 - Environmental Solution

- **Industrial Design**
 - Material Research and Development
 - Procurement Management
 - Supply Chain Management

- **Social Activities**
 - Corporate Social Responsibilities (CSR) Activities
 - Uthiram Info Bank
 - Tours and trips on wheels

REASON FOR SELECTING VIVIBE

Vivibe is a start-up company branched from a pure architectural firm I.e. one of the leading organizations in Coimbatore dealing with Residential, Non- residential and Industrial projects. The firm also deals with project management and infrastructure management in the respected projects. Rather than looking at the services provided by the firm as a simple building or service, it is viewed as a product that has to reach and impact people's lives for betterment of their overall quality of life.

The firm is run from a businessman's perspective, thus everything that is done has to bring in profit yet the quality of standard set by the organization has to be maintained.

Standard Rate Packages are created for the clients inclusive of works involving design and build, and every project carried out is provided with a unique element of the architect - Standard design language - created by the architect. Thus, it creates the product unique and indirectly or directly does the marketing for the company and plays an important role in company's growth.

The Firm taps into the mostly unknown territory I.e. business side of the construction field and sprays knowledge regarding the same.

PROJECT – 1
BAHUNIA TOWNSHIP, KALAPATTI, COIMBATORE

DESCRIPTION

Bauhinia Villas. 16 icons featured on our newest villa project at Kalapatti Road, behind NGP College, just 3 kms from Avinashi Road. These contemporary villas will soon be the prized possession of Coimbatore's privileged few! Each villa is customized according to client's specifications and desires.

SCOPE OF WORK

- Closeout procedure of the project
- Preparation of final checklist
- Managing cable laying works in site
- Quality check of finished works



TYPE A

GROUND FLOOR PLAN



FIRST FLOOR PLAN



TYPE B

GROUND FLOOR PLAN



FIRST FLOOR PLAN



TYPE C

GROUND FLOOR PLAN



FIRST FLOOR PLAN



TYPE D

GROUND FLOOR PLAN



FIRST FLOOR PLAN

Pending Works Schedule

PHASE - 1 EXTERNAL

[illegible]

S.No	Description of Work	Nov	Dec	Jan	Feb
	Villa 9				
1	Column & Footing Filling	25__1			
2	Plinth Beam	2__15			
3	Column & Brick Work	15__30			
4	Plastering & Filling		1_15		
5	Grade Beam		1_15		
6	Footing PCC		15_20		
7	Ground Floor Roof		21__2		
8	First Floor Roof			5__18	
9	Ground Floor Brick Work			17__17	
10	First Floor Brick Work				5__
11	Parapet Brick Work & Elevation Slab				1__
12	Internal & External Plastering				
13	Grill Fixing				
14	After Tiling Work				
15	Water Proofing				
16	Surki Press Tiles				
17	External Work				



Lessons Learnt From the Project

- Following the schedule
- Site infrastructure development
- Finishing schedule for interiors

PROJECT – 2
TOWNSHIP, SARAVANAMPATTI, COIMBATORE

DESCRIPTION

The organization takes over the project management part for Brahmha Foundations as a service provider. For the Township in Saravanampatti, Coimbatore.

SCOPE OF WORK

- Site coordination of Digital surveying
- Preparation of abstract and detailed BOQ
- Preparation of Rate Analysis
- Check lists
- Preparation of steel requirement
- Coordination with Digital Surveying

Area Statement

AREA DETAILS:			SQM	
AREA OF THE SITE (As per FMB)			6760.60	
AREA OF THE SITE (As per Document)			6760.60	
AREA OF THE SITE (As per SIPA)			6735.18	
AREA DETAILS:	FSI Area	Non FSI	Total SQM	No's Dwell
<u>BLOCK - A</u>				
Area Of Ground Floor	987.19	220.29	1,207.48	8
Area Of First Floor	1165.00	----	1165.00	
<u>BLOCK - B</u>				
Area Of Ground Floor	614.62	143.60	758.22	5
Area Of First Floor	671.40	----	671.40	
<u>BLOCK - C</u>				
Area Of Ground Floor	354.21	91.93	446.14	3
Area Of First Floor	390.34	----	390.34	
<u>BLOCK - D (Club house)</u>				
Area Of Ground Floor	99.13	55.51	154.64	1
Area Of First Floor	154.64	----	154.64	
Area Of Terrace Floor	----	14.48	14.48	
FSI $\frac{4436.53}{6735.18} = 0.659$				
TOTAL Nos OF DWELLINGS : 16 Nos.				
**** Nos of car praking Required - 47 Nos				
**** Nos of car praking provided - 60 Nos				
NOTE : ALL DIMENSIONS ARE IN FEET [METRE]				
HORIZONTAL DIST. FROM ELEC. LINE : NIL				
TP OR NTP AREA : NON SCHEME AREA				

Abstract BOQ

S.no	Particulars	unit	Actual Quantity	Rate	Total
1	EARTHWORK EXCAVATION	Cft	3574	6.5	23231
2	PCC	Cft	893	110.0	98230
3	GRAVEL FILLING	Cft	3402	14.0	47628
4	REFILLING SOIL	Cft	2655	7.0	18585
5	FOOTING CONCRETE	Cft	572	170.0	97240
6	COLUMN CONCRETE	Cft	444	275.0	122100
7	GRADE BEAM & TIE CONCRETE	Cft	371	250.0	92750
8	LINTEL CONCRETE	Cft	182	250.0	45500
9	SUNSHADE & LOFT	Cft	229	250.0	57315
10	ROOF SLAB CONCRETE	Cft	1154	250.0	288500
11	STAIR CASE CONCRETE	Cft	29	250.0	7250
12	ROOF BEAM CONCRETE	Cft	490	250.0	122500
13	BRICK WORK(9")	Cft	3398	141.0	479052
14	BRICK WORK(4.5")	Cft	202	60.0	12120
15	STEEL	Kg	9750	53.0	516750
16	PLASTERING OUTER	Sft	4191	26.0	108968
17	INNER CEILING PLASTERING	Sft	2377	27.0	64186
18	INNER WALL PLASTERING	Sft	6550	26.0	170303
19	WEATHERING COURSE	Sft	1090	100.0	109000
20	SUMP				
	1 Earth work	cft	494	6.5	3211
	2 PCC	cft	26	110	2860
	3 Brickwall(4.5")	sft	225.25	60	13515
	4 Concrete	cft	113	250	28250
	5 Plastering	sft	235	26	6110
21	SEPTICTANK				
	1 Earth work	cft	494	6.5	3211
	2 PCC	cft	26	110	2860
	3 Brickwall(4.5")	sft	225.25	60	13515
	4 Concrete	cft	102	250	25500
	5 Plastering	sft	235	26	6110
22	OUTER EARTHFILLING	cft	1692	14	23688
23	OUTER PCC	cft	465	110	51150
24	CHOCKPIT				25000
25	CHICKEN MESH FIXING				12000
26	JOINERY FIXING				12000
	TOTAL				2710187

PROJECT - 3

SHEIK RESIDENCE

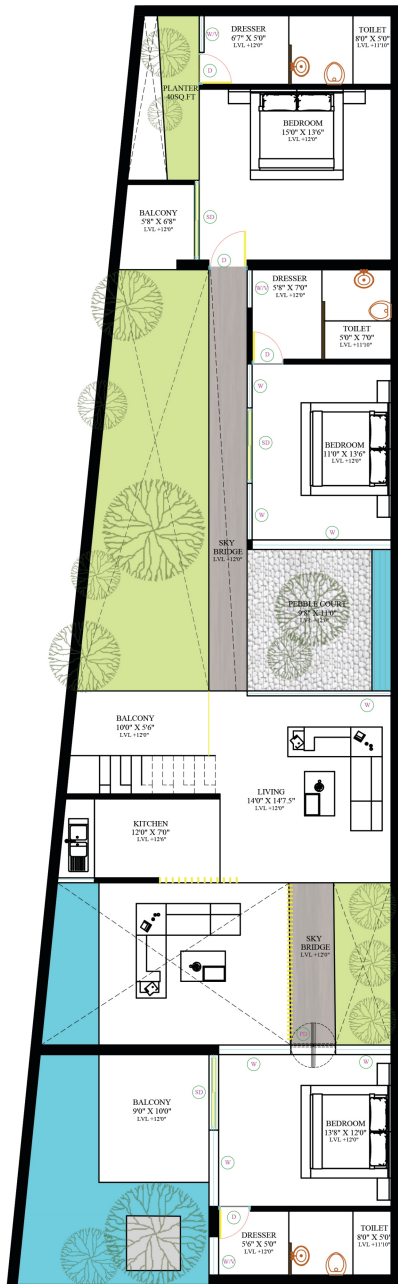
DESCRIPTION

Vivibe is handling the complete project as a design & build format. The site area is 2750 Sq.ft. The Project is being built in Permabalur district. This is a result of contemporary architecture. The building showcases the design ideology of the firm and also the unique and specialized elements that are provided by the lead architects of the firm. The project is under design phase and expected to finish before Sep - Oct 2021 . The MSP was asked to be done for reference, as to, can they finish the project under the expected time. And following the way of work in and at the site by the firm in their other projects in th region, the WBS was created and was proven that the project in schedule and will be completed as expected.

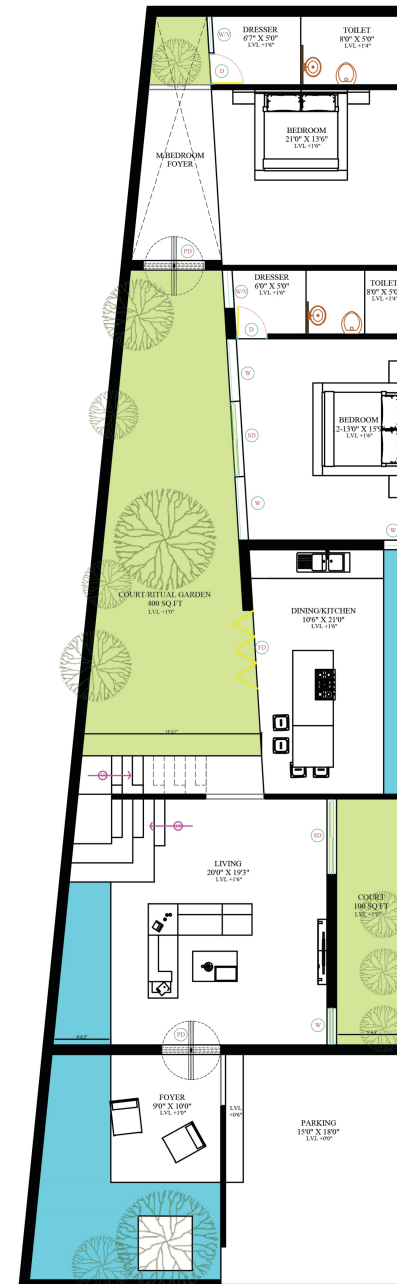
WBS starts from the point after the BD meets the client, prepares the report, gives the directions to the design team. Scheme drawing is prepared in 2 days , first meeting with the is setup in presence of BD, architect and PMC on the 3 day or based on clients availability. Once the client nods for the scheme plan during the meeting, the firm officially works on the project. That's when the timeline begins for the WBS in MSP.

SCOPE OF WORK

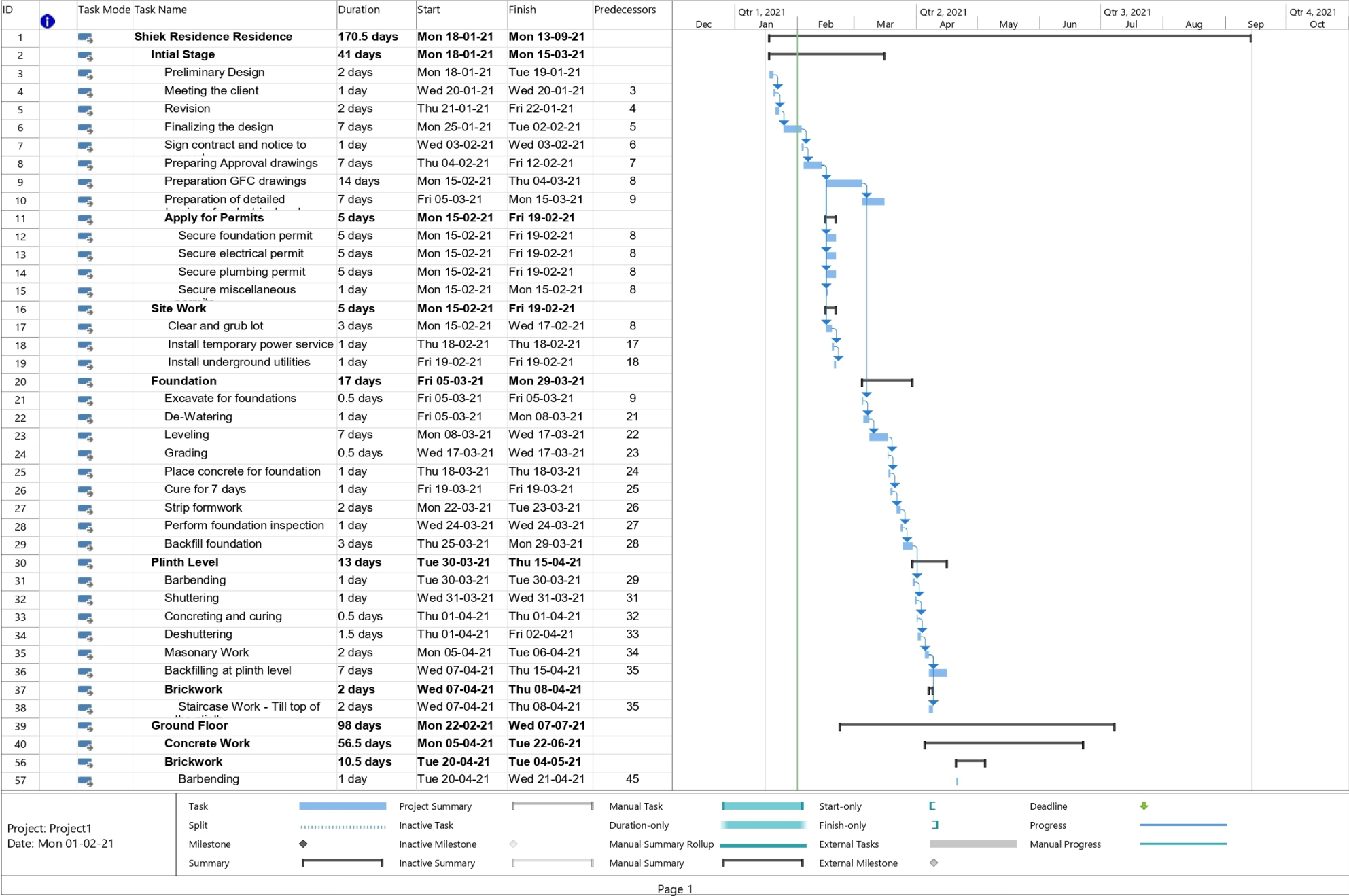
- Coordination
- Conducting meetings with clients, vendors and contractors
- Preparing Schedule

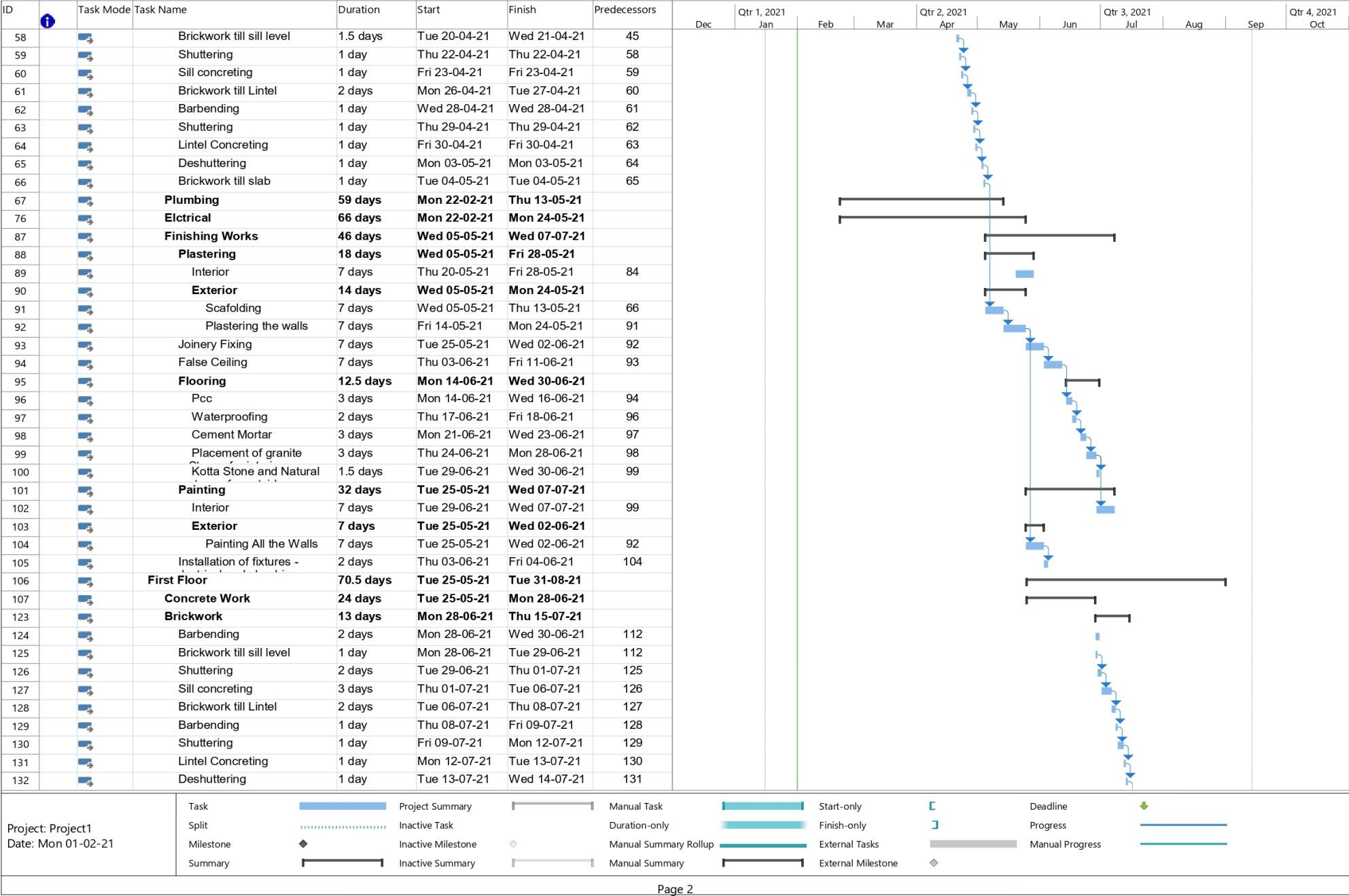


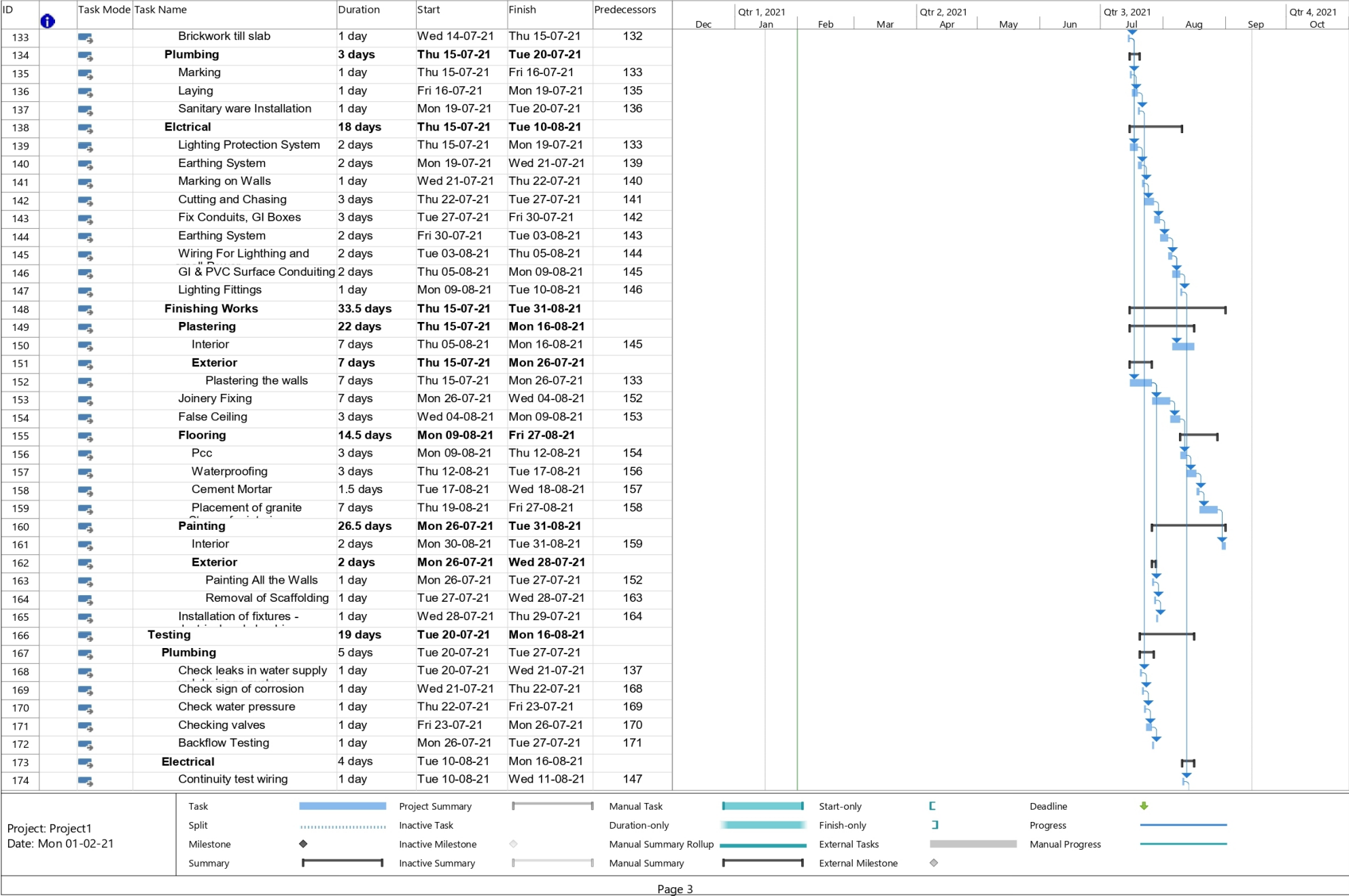
ROAD

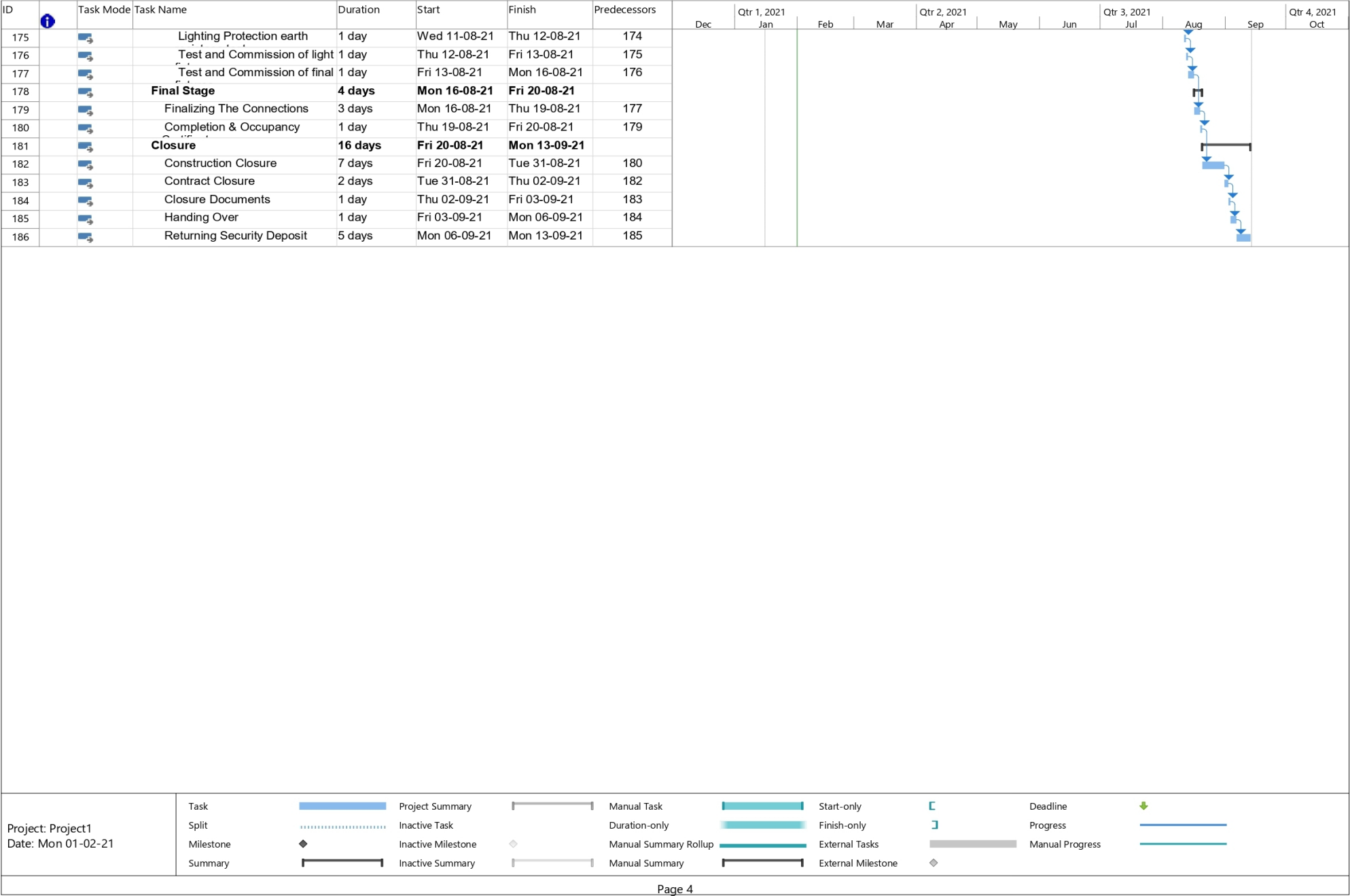


ROAD









LESSONS LEARNT FROM THE PROJECT

- Handling the Client
- Conducting Meeting
- Coordination between the design team and the client
- Preparation of Project Schedule

Checklist Preparation

PROJECT NAME				
BRAMHA BAUHINIA VILLAS				
S.no	Check List	Yes	No	Remarks
CIVIL EXECUTION				
1	SURVEYING			
	Check for identification of reference base lines & permanent benchmarks			
	Is the establishment of main grid lines in both directions as per drawings?			
	Is the establishment of sub-base lines and benchmarks as per drawings?			
	Is the location of individual structural elements as per drawings?			
	Are the markings of bms, cls & grid line as per specifications?			
	Is the protection of survey pillar up to mark?			
	Is the establishment of block levels acceptable?			
	Is the preparation of egl map been done?			
	Check for the control of survey work in the vertical direction			
2	EXCAVATION			
	Is the excavated area cleared of all obstructions?			
	Is the layout, alignment & size of excavation marked on the ground as per plan?			
	Have adequate working spaces been provided all around?			
	Is the founding strata suitable for laying pcc (i.e. Is it free from any soft pockets.if not, remove and fill with lean concrete/sand)?			
	Is the dressing of the excavated area acceptable?			
	Is the stability of side slopes acceptable?			
	Is the dewatering of the waterlogged area acceptable?			
	Has the disposal of excavated soil to the specified area been done?			
	Have the barricading & caution signs been provided for deep excavations?			
	Are the joint inspection records complete?			
3	BACKFILLING			
	Is only quality approved soil being used for backfilling?			
	Is the backfilling being done in layers, as specified?			
	Is the backfilled area being watered sufficiently?			
	Has the compaction been done as specified?			
	Is the backfilling done up to the specified level?			
	Has the backfilled level been recorded?			
	Has the disposal of surplus soil from the worksite been completed?			
4	ANTI TERMITE TREATMENT			
	Is the treatment of the earthworks for the area complete?			
	Has the loose soil been removed from the area and cleaned?			
	Has roding or channeling been completed as specified (wherever applicable)?			

	Is the chemical being used as per specifications?			
	Is the concentration of chemical emulsion acceptable?			
	Is the spraying equipment (pumps & more) in good working condition?			
	Is the rate of application of the chemical emulsion as specified?			
	Check for uniform application of chemical emulsion?			
5	PCC			
	Have the preceding activities for the area completed?			
	Is the formwork & dimensions acceptable?			
	Is the mix proportion as specified?			
	Is the placement & compaction acceptable?			
	Is the finished level as specified?			
	Is the surface finish acceptable?			
	Is the curing acceptable?			
6	BEFORE CONCRETING			
	Is the cleanliness of the area to be concreted acceptable?			
	Is the formwork & reinforcement as per relevant checklists?			
	Are the other preceding activities (fixing of inserts, embedments & service conduits, etc.)completed?			
	Is the support to forms & rigidity of the assembly acceptable?			
	Check for provision of access platforms & walkways			
	Check for provision and working condition of concrete aids			
	Has the sequence been explained to & understood by the concreting group?			
	Check for readiness of concrete & finishing group			
7	DURING CONCRETING			
	Is the slump of the concrete being poured?			
	Is the continuous flow of concreted being ensured?			
	Is the pouring height of concrete acceptable?			
	Is there proper vibration for the concrete to fit tightly against all the surfaces,reinforcements & embedments?			
	Is the concrete blend being poured in separate layers?			
	Check for correct use of plant & machinery			
	Is the concrete being poured with initial setting time of cement?			
	Check for provision of construction joints, if necessary			
	Is there levelling & finishing of exposed concrete surface for planar structures likes slabs & pavements?			
8	AFTER CONCRETING			
	Check for suitable curing arrangements			
	Is the adequate amount of curing being ensured for the specified period?			
	Check for inserts and embedments exposure that are flush with the concrete surface			
	Check for marking of location for service conduits & fittings wherever applicable			
	Is there corrective actions being taken for surface defects on exposed concrete?			
	Check for removal of forms and its cleaning			

9	BRICKWORK MASONRY			
	Is there availability of bricks as per daily requirements?			
	Is the work area cleaned off of loose mortar, concrete, debris, etc			
	Is the alignment & location of masonry as specified?			
	Is the suitability & safety of scaffolding acceptable?			
	Check for wetting of bricks before using it			
	Check for mortar mix proportion & joint thickness			
	Are the bricks being laid up with their frogs up?			
	Are the dimensions, plumb level & right angles as specified?			
	Check for bond between old & new masonry			
	Is the staggering of vertical joints being ensured?			
	Check for the sizes of door & window openings			
	Check for cleaning & raking of joints			
	Is the curing for old masonry sufficient?			
	Check for removal of debris			
10	SIZE STONE MASONRY			
	Is there availability of size stones as per daily requirements?			
	Are the hearting, bond, quoin & face stones properly hammer dressed to obtain desirable shapes?			
	Is the alignment & location of masonry as desired?			
	Is the wetting of size stones being ensured?			
	Is the mortar mix proportion as specified?			
	Is the staggering of vertical joints being ensured?			
	Is the thickness of mortar joints as specified?			
	Are the dimensions & levels as per drawings?			
	Is the packing of interstices within masonry with stone chips effective?			
	Is the cleaning & raking of joints being done?			
	Is the cleaning of dead mortar completed?			
	Is the sufficiency of curing acceptable?			
11	BLOCK WORK MASONRY			
	Is there availability of bricks as per daily requirements?			
	Is the work area cleaned off of loose mortar, concrete, debris, etc.?			
	Is the alignment & location of concrete block masonry as specified in the construction drawings?			
	Is the suitability & safety of scaffolding acceptable?			
	Is the moisture of concrete blocks before placing suitable?			
	Check for mortar mix proportion & joint thickness			
	Check for block sizes & wall dimensions			
	Are the dimensions, plumb level & right angles as specified?			
	Check for bond between old & new masonry			
	Is the staggering of vertical joints being ensured?			
	Check for sizes of door & window openings			
	Check for cleaning & raking of joints			
	Is the curing for old masonry sufficient?			
	Check for removal of debris			
12	REINFORCEMENT			
	Is the bar bending schedule prepared?			
	Is the bar bending schedule available for reference?			

	Is the cutting & bending of bars as per bbs?			
	Check for cleanliness of bars			
	Is the fixing of bars correct as per construction drawings?			
	Is the tying of reinforcement with binding wire satisfactory?			
	Check for location of service conduits			
	Check for readiness of reinforcement to release for concreting			
13	SHUTTERING			
	Is the cleanliness of forms acceptable?			
	Check for assembly of scaffolds & shutters w.r.t. Shuttering schemes?			
	Check for provision & arrangement of shuttering scheme			
	Check for rigidity of assembled forms			
	Check for conformance of the assembled forms according to the dimensions, shapes, lines & grade in the drawings?			
	Check for sealing of joints & holes in shutter forms			
	Check for sealing of joints & holes in shutter forms			
	Check for readiness of shutter forms for release to fix reinforcement			
	Check for removal of shutter forms & scaffolds after specified duration			
	Check for cleaning of scaffolds & shutters (post removal)			
	Check for proper stacking of scaffolds & shutters (post removal)			
14	PLASTERING			
	Are the preceding activities like fixing of service conduits, water supply & sanitation lines complete?			
	Check for raking of masonry joints & hacking on rcc surfaces			
	Check for cleaning & washing of masonry & rcc surfaces			
	Check for suitability & safety of scaffolding			
	Check for removal of mould-releasing agent stains from the exposed concrete surfaces			
	Check for availability of cement & fine aggregate for plastering			
	Check for proper mixing of mortar			
	Check for mortar mix proportion			
	Check for addition of waterproofing compound, if specified			
	Check for completion of ceiling plaster prior to plastering			
	Did the plastering start from the top and worked its way downwards to the floor?			
	Check for thickness & number of coats of plaster			
	Check for true level surface, right angles & plumb			
	Is the mortar being consumed within the initial setting time of cement?			
	Check for straight edges, sharp corners & smooth finish			
	Check for architectural features such as grooves, bands, etc			

	Check for true level surface & smoothness of plaster			
	Check for removal of dead mortar & debris			
	Check for sealing of openings in masonry for scaffolds			
	Is the date of plastering marked on the plastered walls?			
	Check for curing arrangements?			
	Check for curing up to specified duration			
ARCHITECTURAL, STRUCTURAL COMPLIANCE				
1	TILING			
	Check for cleanliness of base surface. Has the loose mortar & debris been removed from the work area?			
	Have the preceding activities (fixing of doors, partitions, false ceiling, etc) been completed?			
	Check for provision of service conduits, junction boxes, etc			
	Is the approved pattern of laying available for reference?			
	Are slopes for the tiled surface finalized?			
	Check for availability of tiles & other construction aids			
	Check for availability of tiling masons			
	Is the mortar mixing proportion as specified?			
	Is the thickness of mortar bed acceptable?			
	Check for pattern of laying			
	Check for the thickness of joints between tiles			
	Check for tiling around doors, sanitary fittings, columns, partitions, etc			
	Check the finishing of edges for cut tiles			
	Check for the addition of pigment to cement, if required			
	Check for curing of tiling for the specified period			
	Check for cleaning of tile surface			
	Check for grinding & polishing			
	Final check for true level surface, pattern, surface finishes, slope, etc			
2	PAINTING			
	Are the manufacturer's specifications for painting available for reference?			
	Check for availability of approved shade details			
	Check for cleaning of wall & ceiling. Is it free from dead mortar, dirt, dust, algae, grease, etc?			
	Check for filling of pits or undulations in the plaster			
	Check for suitability & safety of scaffolding			
	Is the scaffolding erected away from the surface so as to protect the surface from being painted?			
	Check for availability of sufficient number of plastic emulsion containers			
	Check for availability of painting groups			
	Check for primer application			
	Is the proportion of paint & water mix as per manufacturer's specifications?			
	Check for the consistency of paint			
	Check for uniform application of paint			
	Check the number of coats			
	Check the interval time between two coats			

	Check for removal of scaffolds & cleaning			
3	DOORS AND WINDOWS			
	Check for plumb for the doorframe w.r.t. Masonry opening			
	Check for plumb for the doorframe w.r.t. Masonry opening			
	Check for plastering of window frames to walls by screws			
	Check for dimensions of jambs & reveals			
	Final check for paint, surface finishes & glazing			
	Check for removal of protective coating & cleaning of the aluminum door before handover			
4	FRAME ARRANGEMENT			
	We design the structure/frame arrangement based on the requirement and ensure that it's aesthetic in nature.			
5	DEWSIGN REQUIREMENTS			
	We design structural elements depending on the loads & design them keeping economy and elegance in mind, guaranteeing a safe, serviceable and durable structure.			
6	IS CODES			
	Structural elements are designed as per relevant Indian Standard Codes			
7	STRUCTURAL EXPERTISE			
	The structural detailing is done with expertise using the latest architectural softwares focusing precisely on safety while designing the framed structure.			
8	STRUCTURAL REPORTS			
	We work on the structure based on the soil test reports, which ensures the stability of the structure along with its longevity.			
MECHANICAL, ELECTRICAL, PLUMBING				
1	ELECTRICAL			
	Is the ffl given from the project's team correct & verified?			
	Is button mark level on the wall for plastering correct?			
	Have the boxes been fixed according to the button mark?			
	Are all of the fixed boxes in one level?			
	Is the spacing between adjacent boxes correct?			
	Are the required tools for chipping available?			
	Has the right angled chipping been ensured at the corner of the chipped area?			
	Have the conduits been inserted into the box?			
	Is the proper sized box fixed?			
	Check for completion of proper curing for all the places where chasing/chipping has been done. Is it filled with concrete/cement mortar?			
2	PLUMBING			
	Are the latest gfc drawings for the activity available?			
	Are all the required tools available?			
	Has the necessary clearance from civil execution team been given to start the plumbing work?			

	Has the cutout been provided as per the approved drawings?			
	Has the block work plastering & waterproofing been completed?			
	Has the marking of internal plumbing lines on the walls been done accurately according to the meter marking?			
	Have the threaded joints been properly covered with teflon tape?			
	Has the concrete packing been done properly wherever required?			
	Have the outlet levels been levelled properly using spirit level?			
	Is the height of plumbing fixtures as per drawings?			
	Check for proper curing for the concrete that has been packed			
	As per requirement, is the proper slope being maintained for sewage and wastewater lines?			
	Are the shafts for toilets, fixing of clams using anchor bolts for holding pipes in position been fixed away from the bore packing area?			
	Is proper slope being maintained for the same as prescribed in the drawings?			
	Check for the soil lines connection to the inspection chambers at the ground level or at the basement			
	Check if the waste water lines are connected to the gully traps at the ground level or at the basement and then connected to the inspection chambers			
	Check if all the traps are sealed with a gunny bag & a layer of plaster of paris at the top to minimise the choke up problem			
	Check for the completion of project as per the floor plan & elevation			
Project Management				
1	MANAGEMENT CHECKLIST			
	Ensure high quality material management			
	Check for adherence of project schedule at every stage			
	Check for process adherence at every stage			
	Check if quality checks are being done at every stage of the construction project			

CONCLUSION

- The training program helped us in understating the initial and final stage procedures of a project. Especially it helped us to learn about Business Development, Marketing for a firm (How to portray Yourself, Handling of social media for a company's business profile) other than building management. Overall it helps us to know more about the field of project management.