

Snag List — Commercial Fit-Out

CONFIDENTIAL

Defect Register

DOCUMENT HEADER & PROJECT METADATA

PROJECT NAME / CONTRACT NO.

SWS PMCM Construction — Commercial Office Fit-Out
/ Contract No. SWS/CN/2026/COM-118

CLIENT / OWNER

Meridian Business Park (Pvt.) Ltd.

MAIN CONTRACTOR

Apex Interiors & MEP Contractors (Pvt.) Ltd.

INSPECTION DATE & TIME

Wednesday, 3 June 2026 — 2:00 PM (PKT)

INSPECTION ID / DOCUMENT VERSION

SWS-MID-2026-0603 / Rev. 1.0 (Compliant Format)

INSPECTOR NAME, ROLE & CREDENTIALS

Eng. Hassan Raza — QA/QC Lead Inspector, SWS
PMCM (PMP®, LEED Green Associate)

10

ISSUES IDENTIFIED

3

CRITICAL PRIORITY

4

HIGH PRIORITY

2

MEDIUM / RESOLVED

1

MONITORING

DEFECT REGISTER — AUDIT TRAIL

ID-001 Rafter Adjustment Required

CRITICAL

LOCATION / GRID REFERENCE

Level 3, Office Area — Grid D4-D5, Ceiling Zone Z-12 —
Drawing AR-312

REFERENCE STANDARD / DRAWING

Drawing AR-312 (Reflected Ceiling Plan) / Shop Drawing
SD-ID-014

RESPONSIBLE PARTY

Apex Interiors — Interior Fit-out & Structure

TARGET DATE

ASAP

DEFECT DESCRIPTION & NON-COMPLIANCE

Ceiling rafters are misaligned and require immediate adjustment. The structural framing does not meet the approved shop drawings. PU foam filling incomplete at joints.

Photo / Markup Reference: PH-001 (Key Plan KP-L3, marker #1)

RECTIFICATION STATUS

OPEN

CONTRACTOR RECTIFICATION DATE

QA RE-INSPECTION DATE

Scheduled: 4 Jun 2026

Scheduled: 5 Jun 2026

Pending

Prepared By (QA/QC Inspector): _____ **Date:** _____

Quality Assurance / Quality Control Inspector

Acknowledged By (Main Contractor): _____ **Date:** _____

Main Contractor Representative

Verified Close-out (Project Manager): _____ **Date:** _____

Project Manager