



## MAGNUM CONSTRUCTION SERVICES INC.

### PROJECT QUALITY PLAN (PQP)

**Document Code:** MCS-QM-02 | **Revision:** 1.0 | **Effective Date:** October 31, 2025

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#### 1. PURPOSE

To define the quality assurance and control measures for the execution of this specific project in accordance with the **Corporate Quality Manual (MCS-QM-01)**, contract requirements, drawings, and specifications.

This plan ensures all construction activities are carried out to the **highest standards of workmanship**, safety, and compliance.

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#### 2. PROJECT DETAILS

**Project Name:**

**Location:**

**Client / Owner:**

**Contract No.:**

**Project Manager:**

**Quality Representative:**

**Start Date:**

**Target Completion:**

**Revision History:**      Rev. 1.0 – Initial Issue

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### 3. SCOPE OF WORK

Describe major project components, including civil, structural, mechanical, and electrical scopes.

Example:

The work includes all concrete structures, blockwork, waterproofing, steel reinforcement, MEP coordination, finishes, and related QA/QC inspections in accordance with project drawings, ASTM standards, and client specifications.

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### 4. REFERENCES

- Magnum Corporate Quality Manual (MCS-QM-01)
  - Contract Drawings & Specifications
  - ISO 9001:2015 Quality Management Systems
  - OSHA 29 CFR 1926
  - ASTM, ACI, AWS, NFPA, AISC standards
  - Project Health, Safety, and Environmental Plan (MCS-QHSE-06)
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### 5. QUALITY POLICY

*“Magnum Construction Services Inc. commits to delivering defect-free work through planned quality control, skilled workforce competency, verified inspections, and continual improvement.”*

This policy is communicated to all project personnel through induction, signage, and toolbox talks.

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## 6. QUALITY OBJECTIVES

| Objective                         | Target Frequency of Review |
|-----------------------------------|----------------------------|
| Non-conformance rate              | < 2 % Monthly              |
| Client satisfaction score         | ≥ 95 % Quarterly           |
| Corrective actions closed on time | 100 % Monthly              |
| Documentation compliance          | 100 % Continuous           |

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## 7. ORGANIZATION & RESPONSIBILITIES

### 7.1 Project Organization Chart

*(Attach project-specific chart showing PM, Site Superintendents, Quality Engineers, Inspectors, Subcontractors, etc.)*

### 7.2 Key Roles

| Role                                   | Responsibility                                                            |
|----------------------------------------|---------------------------------------------------------------------------|
| <b>Project Manager</b>                 | Implements PQP, coordinates resources, ensures schedule adherence.        |
| <b>Quality Engineer / Inspector</b>    | Conducts inspections, maintains records, raises NCRs, verifies materials. |
| <b>Site Superintendent</b>             | Ensures daily workmanship meets approved drawings and specs.              |
| <b>Subcontractor QC Representative</b> | Implements quality controls within their scope.                           |
| <b>Client / Consultant</b>             | Reviews and approves inspections, tests, and submissions.                 |

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## 8. DOCUMENT CONTROL

- Controlled by the Project Quality Engineer.
  - All documents issued via the **Document Transmittal Register (MCS-QM-F01)**.
  - Revisions tracked, obsolete copies removed from field circulation.
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## 9. MATERIAL CONTROL

- All materials and equipment inspected upon receipt.
  - Mill certificates, test reports, and approvals retained in the **Material Submittal Register**.
  - Nonconforming materials quarantined until disposition by Quality Manager.
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## 10. INSPECTION & TEST PLAN (ITP)

Each work discipline shall have an ITP defining **Hold Points, Witness Points, and Verification Steps** for QA/QC.

Example table:

| Activity        | Reference Standard | Inspection Type        | Responsible Party            | Hold Point |
|-----------------|--------------------|------------------------|------------------------------|------------|
| Concrete Pour   | ACI 301 / ASTM C31 | Slump, Temp, Cylinders | QC Inspector / 3rd Party Lab | Yes        |
| Rebar Placement | ACI 318            | Pre-pour Visual        | Site Engineer / Inspector    | Yes        |
| Masonry Work    | ASTM C90           | Dimensional Check      | QC Inspector                 | No         |



All ITPs shall be attached as **Appendix A**.

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## **11. NON-CONFORMANCE CONTROL**

All deviations from approved plans or specs must be logged on a **Non-Conformance Report (NCR)** form and tracked through the **Corrective Action Register (MCS-QHSE-17C)** until closure.

Root Cause Analysis (5-Why / TapRooT) required for recurring issues.

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## **12. TESTING & THIRD-PARTY INSPECTION**

- Testing labs must be **ASTM / AASHTO certified**.
  - All calibration certificates verified quarterly.
  - Test results logged in **Quality Test Record Log (MCS-QM-F02)**.
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## **13. SUBCONTRACTOR QUALITY REQUIREMENTS**

Subcontractors shall:

- Submit their own Quality Plans for approval.
  - Comply with this PQP and all relevant ITPs.
  - Participate in inspections and QA/QC meetings.
  - Maintain training and certification records for all QA staff.
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## **14. INTERNAL QUALITY AUDITS**

- Conducted monthly by the Project QA/QC Manager.
  - Findings recorded in **Audit Report Form (MCS-QM-F03)**.
  - Corrective actions tracked until verified closed.
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## 15. PROJECT QUALITY MEETINGS

- Weekly QA/QC coordination meetings with site supervision, subcontractors, and client representatives.
  - Agenda includes NCRs, inspection performance, materials, test results, and corrective actions.
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## 16. HANDOVER & CLOSEOUT

- Compile as-built drawings, test reports, inspection records, and certifications in a **Turnover Dossier**.
  - Final inspection and acceptance signed by client QA representative.
  - Quality Lessons Learned logged in **Post-Project Evaluation Form (MCS-QM-F04)**.
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## 17. RECORD RETENTION

All quality records retained for **10 years** per **MCS-ADM-04** and stored in the **Corporate QMS Database**.

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## 18. APPROVALS

**Prepared By:** Project QA/QC Manager **Date:**

**Reviewed By:** Project Manager **Date:**

**Approved By:** Corporate Quality Director **Date:**

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