Pre-Fabrication Checklist

Review these decisions before releasing manufactured components or starting work that depends on them. Use it in preconstruction meetings, design coordination reviews, or the SIP shop drawing approval process.

DOCUMENTS & COORDINATION

- [ ] Construction documents are sufficiently complete for the planned work and procurement.
- [ ] Architectural, structural, and MEP drawings have been reviewed for conflicts.
- [ ] A constructability review has been completed with the contractor.
- [ ] Unresolved details, allowances, and exclusions have been identified and assigned for resolution.

WINDOWS, DOORS & OPENINGS

- [ ] Window and door products are selected.
- [ ] Rough openings match the approved product requirements.
- [ ] Opening schedules agree with architectural elevations and shop drawings.
- [ ] Structural and envelope details around openings are coordinated.

APPROVALS & COMMUNICATION

- [ ] Each unresolved decision has a responsible party and deadline.
- [ ] Change request and approval procedures are documented.
- [ ] Shop drawings have been reviewed by the appropriate project team members.
- [ ] The current approved drawing set is accessible to affected trades.
- [ ] Superseded drawings and revisions are clearly identified.

GEOMETRY & STRUCTURAL DESIGN

- [ ] Wall heights, roof pitch, and roof geometry are confirmed.
- [ ] Structural loads, beams, headers, and connections have been reviewed by the responsible engineer.
- [ ] Supporting structure and foundation dimensions are coordinated with the building system.
- [ ] Major design decisions have documented approval deadlines.

MEP COORDINATION

- [ ] Major duct, plumbing, and electrical routes are established.
- [ ] Structural conflicts and penetrations have been reviewed.
- [ ] Electrical chase locations are coordinated with panel layouts where applicable.
- [ ] HVAC sizing reflects the specified building envelope performance.
- [ ] Required equipment clearances and service access are confirmed.

PROCUREMENT & SCHEDULING

- [ ] Fabrication and delivery lead times are included in the project schedule.
- [ ] Long-lead materials and products have been identified.
- [ ] Required approvals are scheduled before procurement deadlines.
- [ ] The SIP manufacturer has been consulted early enough to address panel-specific design requirements.

A checklist can't prevent unforeseen conditions or every project revision. What it can do is expose unresolved issues before they affect manufacturing, procurement, or completed construction.

Want a second set of eyes on your project?

Send us your plans and a Premier SIPS advisor will walk through this checklist with you before fabrication.

SEND US YOUR PLANS