Division 07 Thermal and Moisture Protection pre-submittal checklist

PROJECT	SPEC SECTION	SUBMITTAL NO.

CHECKED BY	DATE

1. Before you start

These apply to every submittal, whatever the trade.

- [ ] Pull the exact spec section this package answers to, including addenda that changed it.
- [ ] Read the submittal articles in Part 1 and list every item they ask for.
- [ ] Confirm the transmittal names the right section number, and that each product is tagged to the paragraph it answers.
- [ ] Mark any deviation from the spec yourself on the transmittal. A declared deviation gets reviewed; a hidden one gets the package rejected.
- [ ] Keep a copy of exactly what you sent, with the date, for your submittal log.

2. Named manufacturers and products match the spec **Blocker**

Compare every product in the package to the manufacturer and model the spec names. If anything differs, attach the approved substitution or or-equal letter, or swap back before you send. Tick each item once you have checked it and nothing below applies without written approval.

- [ ] Roofing membrane manufacturer substitutions (Carlisle, Firestone/Elevate, Johns Manville, GAF, Sika Sarnafil, Tremco)
- [ ] Waterproofing manufacturer substitutions (Carlisle CCW, W.R. Grace/GCP, Henry Company, Tremco, Cetco)
- [ ] Insulation manufacturer changes (Owens Corning, Johns Manville, Rockwool/Roxul, Dow/DuPont, Carlisle)
- [ ] Air barrier manufacturer substitutions (Henry Blueskin, Grace Perm-A-Barrier, Carlisle CCW, Prosoco)
- [ ] Fireproofing manufacturer substitutions (Isolatek/Cafco, W.R. Grace/Monokote, Southwest Fireproofing, Carboline)
- [ ] Firestop system manufacturer substitutions (Hilti, 3M, STI, Specified Technologies)
- [ ] Sealant manufacturer changes (Dow, Tremco, Pecora, Sika, Bostik)
- [ ] Metal panel manufacturer substitutions (ATAS, Centria, Kingspan, Morin)

3. Performance values meet the spec numbers **Blocker**

Put the data sheet next to the spec and compare the actual values, not just the test method. A sheet that says "tested per ASTM" without the number is not proof. Tick each value once it meets or beats the spec.

- [ ] **R-value** per inch and total assembly thermal resistance (per ASHRAE 90.1 / IECC)
- [ ] **Wind uplift rating** (FM 1-60, 1-90, 1-120, 1-150, 1-180 or UL 580 classification)

- [ ] **Fire rating** (ASTM E119 hours for fireproofing, UL fire resistance assembly listing)
- [ ] **Flame spread / smoke development** (ASTM E84 Class A/B/C, NFPA 285 for wall assemblies)
- [ ] **Water vapor permeance** (perms per ASTM E96, vapor barrier vs vapor retarder classification)
- [ ] **Air leakage rate** (cfm/sf at 1.57 psf per ASTM E2357 for air barriers)
- [ ] **Membrane thickness** (mils for single-ply, plies for built-up/modified bitumen)
- [ ] **Peel adhesion** (pli for self-adhered membranes)
- [ ] **Elongation percentage** (ASTM D412 for elastomeric membranes)
- [ ] **Tensile strength** (psi for membranes)
- [ ] **Shore A hardness** (for sealants)
- [ ] **Joint movement capability** (+/- % for sealants)
- [ ] **STC (Sound Transmission Class)** for assembly (where specified)
- [ ] **Fireproofing density** (pcf for sprayed fireproofing)
- [ ] **Fireproofing thickness** per UL assembly listing and structural member size

4. Certifications and test reports are attached

Fix and Resubmit

Reviewers want the report itself, not a line on the data sheet saying one exists. Tick each document that the spec requires and the package actually contains. Skip lines that do not apply to your section.

- [ ] **FM Approvals** (Factory Mutual) for roof assemblies (wind uplift, fire, hail)
- [ ] **UL listing** for fire-rated assemblies, firestop systems
- [ ] **UL/WHI (Warnock Hersey Intertek)** fire resistance assembly listings
- [ ] **NRCA (National Roofing Contractors Association)** compliance
- [ ] **ASTM test reports** (E96 vapor permeance, E84 flame spread, D4541 adhesion, C518/C177 thermal, E2357 air leakage, E1886/E1996 wind-borne debris)
- [ ] **ICC-ES ESR** for proprietary systems (air barriers, insulation systems)
- [ ] **NFPA 285** test report for exterior wall assemblies with combustible components
- [ ] **Manufacturer system warranty letter** (NDL - No Dollar Limit, or limited)
- [ ] **Roof system warranty application** (10/15/20/25/30 year terms)
- [ ] **Manufacturer's inspection letter** (pre-warranty inspection)
- [ ] **SPFA (Spray Polyurethane Foam Alliance)** certification for SPF applicators
- [ ] **ABAA (Air Barrier Association of America)** certification for air barrier installers
- [ ] **LEED documentation** (recycled content, SRI for cool roofs, regional materials)

5. Colors, finishes, and profiles match the selection

Fix and Resubmit

Match each visible attribute to the spec text and the architect's approved sample or color schedule. Tick each one you have confirmed.

- [ ] Roofing membrane color (white, tan, gray - affects SRI/cool roof compliance)
- [ ] Metal roof panel color and profile
- [ ] Flashing and trim color
- [ ] Sealant color (per architect's schedule)
- [ ] Exposed insulation finish (where architecturally exposed)
- [ ] Wall panel color and texture

6. Details and installation match the spec and drawings Fix and Resubmit

These are the mismatches reviewers catch most in this division. Check your shop drawings and installation data against the spec and the contract drawings, and tick each line once you have confirmed it does not apply to your package.

- [ ] **Membrane thickness** below manufacturer warranty minimum
- [ ] **Insulation board thickness** or layering sequence differs
- [ ] **Lap width or seam method** (heat weld vs adhesive vs tape vs liquid-applied)
- [ ] **Flashing termination detail** (reglet vs surface-mount counterflashing, termination bar)
- [ ] **Roof drain type or size** differs
- [ ] **Fastening pattern** (mechanically attached vs fully adhered vs ballasted)
- [ ] **Attachment method** for insulation (adhesive vs mechanical vs both)
- [ ] **Fireproofing thickness** differs from UL listed assembly requirement
- [ ] **Firestop system configuration** differs from tested/listed assembly (UL/WHI)
- [ ] **Sealant joint width-to-depth ratio** outside manufacturer recommendations
- [ ] **Vapor retarder location** in wall/roof assembly (warm side vs wrong side)
- [ ] **Air barrier continuity detail** at transitions (wall-to-roof, wall-to-foundation)
- [ ] **Metal panel attachment** clip type or spacing differs

7. Every required item is in the package Fix and Resubmit

Open the submittal articles in Part 1 of your spec section (often split into action and informational submittals) and confirm each required item is present. The list below is what this division's specs most often require.

- [ ] Roof system warranty application with coverage terms
- [ ] Manufacturer's pre-installation inspection letter
- [ ] FM Approval or UL listing documentation for roof assembly
- [ ] Wind uplift calculations for the specific building and zone
- [ ] Insulation product data with R-value and fire test results
- [ ] Air barrier product data with permeance and adhesion test results
- [ ] Firestop system detail drawings matching UL/WHI listing

- [ ] Fireproofing thickness schedule by structural member size and fire rating
- [ ] Sealant compatibility test results (where spec requires)
- [ ] Core samples and moisture survey (for re-roofing projects)
- [ ] Installer qualification documentation (manufacturer-certified applicator)
- [ ] Mock-up or field sample requirements
- [ ] Maintenance plan for roof system warranty compliance

Free checklist from deviationcheck.com/checklists/07-thermal-moisture-protection/. Want the package checked against your spec? Deviation Check reviews it for $35 at deviationcheck.com.