SITE VISIT REPORT

Villa 7 roof slab pour, Villa 9 waterproofing rework and Villa 3 plaster

REPORT NO.	
GW-0050	
REV. 0	STATUS Draft for review

PROJECT Qurtubah Villas Phase 2	LOCATION Qurtubah, Riyadh	CONTRACT NO. C-0438
CLIENT Qurtubah Homes	CONSULTANT Al Mimar Consultants	CONTRACTOR Najd Contracting
COMPANY Najd Contracting	DATE 4 Nov	WORKING HOURS 10am to 12pm
ATTENDEES Omar Siddiqui (consultant), Yusuf Rahman (contractor site engineer), Mohammed Al-Qahtani (QA/QC)	PREPARED BY Omar Siddiqui	ROLE Consultant Engineer
BASED ON 4 messages		

1. SUMMARY

The consultant visited Qurtubah Villas Phase 2 on 4 Nov from 10am to 12pm. The Villa 7 roof slab pour was observed, with acceptable vibration and curing. Waterproofing rework at Villa 9 is in progress under NCR-031 and requires re-inspection before backfilling. The stair wall plaster at Villa 3 is out of plumb by about 15 mm and is to be corrected before paint. Instructions were issued for an updated 3 week look-ahead and for shade and water stations at each villa cluster because of heat.

2. OBSERVATIONS

NO.	ELEMENT	FINDING	RESULT	ACTION
1	Villa 7 roof slab pour	Vibration and curing acceptable	pass	
2	Villa 9 waterproofing	Rework in progress per NCR-031	observation	Re-inspection required before backfilling
3	Villa 3 stair wall plaster	Out of plumb by about 15 mm	fail	Correct before paint

3. INSTRUCTIONS RECEIVED AND ISSUED

NO.	FROM	INSTRUCTION
1	Consultant	Contractor to submit updated 3 week look-ahead by Sunday
2	Consultant	Contractor to provide shade and water stations at each villa cluster because of heat

4. HEALTH AND SAFETY

NO.	OBSERVATION	SEVERITY	ACTION	OWNER
1	Heat exposure; shade and water stations required at each villa cluster	Medium	Provide shade and water stations at each villa cluster	Contractor

5. FOLLOW-UP ACTIONS

NO.	ACTION
1	Contractor to submit updated 3 week look-ahead by Sunday
2	Contractor to provide shade and water stations at each villa cluster
3	Re-inspect Villa 9 waterproofing before backfilling

NO.	ACTION
4	Correct Villa 3 stair wall plaster before paint

6. WORK CARRIED OUT

NO.	ACTIVITY	AREA / LOCATION	STATUS	REMARKS
1	Roof slab pour	Villa 7		Vibration and curing acceptable
2	Waterproofing rework	Villa 9	In progress	Per NCR-031

7. SIGN-OFF

Prepared by (Consultant Engineer)	Issued to (Contractor)	Copy to (Client)
NAME **Omar Siddiqui**	NAME	NAME
SIGNATURE	SIGNATURE	SIGNATURE
DATE	DATE	DATE

APPENDIX A: NOTES AS RECEIVED

MESSAGE 1, 04 NOV 2026, 12:11
Consultant site visit, Qurtubah Villas Phase 2, 4 Nov, 10am to 12pm. Attended: Omar Siddiqui (consultant), Yusuf Rahman (contractor site engineer), Mohammed Al-Qahtani (QA/QC).

MESSAGE 2, 04 NOV 2026, 12:12
Observed villa 7 roof slab pour, vibration and curing acceptable. Villa 9 waterproofing rework in progress per NCR-031, re-inspection required before backfilling.

MESSAGE 3, 04 NOV 2026, 12:13
Instruction issued: contractor to submit updated 3 week look-ahead by Sunday, and to provide shade and water stations at each villa cluster because of heat.

MESSAGE 4, 04 NOV 2026, 12:14
Villa 3 plaster on the stair wall is out of plumb by about 15 mm, to be corrected before paint.

Written by Groundwork from the sender's own notes. Not valid until reviewed and signed.