



USACE / NAVFAC Three-Phase Contractor Quality Control (CQC) Plan Kit

CQC plan template, definable features of work, preparatory/initial/follow-up phase checklists, testing and deficiency logs for federal construction contractors.

What's inside

File	What it is / how to use it
01_USACE_Three_Phase_QC_Workbook.xlsx	DFOW register with phase dates, testing plan and log, rework items list, submittal register, CQC staff and letter-of-authority log.
02_CQC_Plan_Template.docx	Fill-in plan.
03_Three_Phase_Checklists.docx	Meeting/inspection forms.
04_Daily_CQC_Report.docx	Daily report form.

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About the author

Built by Matt Norman, US Navy veteran and former SpaceX Falcon 9 quality inspector and QA supervisor. (Not affiliated with or endorsed by SpaceX.) Norman Quality Tools is Veteran-Owned & Operated. Contains no SpaceX, government, or customer proprietary information; all example data is made up.

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Contractor Quality Control (CQC) Plan

USACE / NAVFAC Three-Phase Contractor Quality Control (CQC) Plan Kit - Document 02 - Rev A (2026-10)

Contract #		Project	
Contractor		Rev / date	

Organize this plan the way your contract's quality control section (e.g., UFGS 01 45 00) asks. This template is an NQT outline, not the specification text.

1. CQC organization

[Organization chart; CQC System Manager and alternates; specialists; authority to stop work.]

2. Letters of authority

[Attach signed letters; see CQC Staff sheet.]

3. Submittal procedures

[Who reviews and certifies submittals before they go to the Government.]

4. Testing

[Testing labs, accreditation, how results are reported; see Testing Plan & Log.]

5. Three phases of control

Preparatory, initial and follow-up phases are performed for every definable feature of work listed in the DFOW Register.

6. Deficiency tracking

[How rework items are logged, corrected and verified.]

7. Documentation

[Daily CQC reports, filing, turnover.]

Role	Name	Signature	Date
CQC System Manager			
Project manager			

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