

CLAUSE-BY-CLAUSE COMPLIANCE MATRIX

Project details | Compliance matrix - Part 1

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Instruction: Enter each specification clause separately. Select C only when the offered product fully complies and cite traceable evidence. Select D for any deviation and explain it on page 2. Use N/A only when the clause does not apply.

1 DOCUMENT CONTROL

PROJECT TITLE

CLIENT / EMPLOYER

CONSULTANT

MAIN CONTRACTOR

SUPPLIER / SUBCONTRACTOR

MANUFACTURER

PRODUCT / SYSTEM

MODEL / PART NUMBER

SUBMITTAL NUMBER

REVISION

DATE

SPECIFICATION SECTION

STATUS LEGEND☐

C - Comply

☐

D - Deviation

☐

N/A - Not applicable

2 COMPLIANCE MATRIX - PART 1

NO.	CONTRACT / SPECIFICATION REQUIREMENT	C	D	N/A	OFFERED COMPLIANCE / EVIDENCE	REMARKS / REF.
1		☐	☐	☐		
2		☐	☐	☐		
3		☐	☐	☐		
4		☐	☐	☐		
5		☐	☐	☐		
6		☐	☐	☐		
7		☐	☐	☐		
8		☐	☐	☐		

CLAUSE-BY-CLAUSE COMPLIANCE MATRIX

Compliance matrix - Part 2

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2 COMPLIANCE MATRIX - PART 2

NO.	CONTRACT / SPECIFICATION REQUIREMENT	C	D	N/A	OFFERED COMPLIANCE / EVIDENCE	REMARKS / REF.
9		☐	☐	☐		
10		☐	☐	☐		
11		☐	☐	☐		
12		☐	☐	☐		
13		☐	☐	☐		
14		☐	☐	☐		
15		☐	☐	☐		
16		☐	☐	☐		
17		☐	☐	☐		
18		☐	☐	☐		
19		☐	☐	☐		
20		☐	☐	☐		

Continuation: Use page 3 for clauses 21-24 and record every deviation or clarification in the structured register. Duplicate the matrix pages if the specification contains additional clauses.

CLAUSE-BY-CLAUSE COMPLIANCE MATRIX

Compliance matrix - Part 3 | Deviations | Authorization

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2 COMPLIANCE MATRIX - PART 3

NO.	CONTRACT / SPECIFICATION REQUIREMENT	C	D	N/A	OFFERED COMPLIANCE / EVIDENCE	REMARKS / REF.
21		☐	☐	☐		
22		☐	☐	☐		
23		☐	☐	☐		
24		☐	☐	☐		

3 DEVIATION AND CLARIFICATION REGISTER

CLAUSE / LINE	DEVIATION OR CLARIFICATION	PROPOSED MITIGATION	IMPACT / ACCEPTANCE REFERENCE

SUBMISSION DECLARATION

☐ No deviations - fully compliant

☐ Deviations listed above

4 REVIEW AND AUTHORIZATION

PREPARED BY SUPPLIER / SUBCONTRACTOR

NAME / TITLE

SIGNATURE / STAMP AND DATE

TECHNICAL / QA-QC REVIEW

NAME / TITLE

SIGNATURE / STAMP AND DATE

AUTHORIZED CONTRACTOR SUBMISSION

NAME / TITLE

SIGNATURE / STAMP AND DATE

Use note: This matrix is a document-control aid. The project specification, contract documents, approved schedules and authority requirements govern. Supporting evidence should identify the exact offered model and document revision. Duplicate the matrix pages when additional clauses are required.