M3NHF Schedule of Rates

VERSION 8

Responsive Maintenance and Void Property Works Specification

Your challenges expertly solved in partnership

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SPECIFICATION OF WORKMANSHIP AND MATERIALS

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GENERAL

M3NHF SCHEDULE OF RATES – RESPONSIVE MAINTENANCE & VOID PROPERTY WORKS – SPECIFICATION – VERSION 8

GENERAL

Applicability

001 This initial general section applies to all subsequent sections of this Specification of Workmanship and Materials **("this Specification")**.

002 This Specification is drafted as a series of instructions that the Provider must ensure are complied with in relation to the Works. Each instruction includes all tasks necessary to comply fully with the instruction and the Schedule of Rates item(s) to which it relates.

003 The Schedule of Rates amounts, as adjusted by the Provider's tendered Rates where applicable, and the tendered Prices include for carrying out all tasks required by this Specification. No further payment is due to the Provider in respect of any such tasks beyond the payments provided for in the Schedule of Rates, the Price Framework and the Price Schedule.

004 Specifications across several trades may be relevant to each Schedule of Rates item. The Provider must comply with all requirements of this Specification applicable to the specific type of Works to be undertaken.

005 References to Paragraphs and Sections in this Specification are to the applicable Paragraph and Section of this Specification. If any contradiction appears within the Specification sections, Schedules of Rates, the Client's Policy documents etc., the most rigorous standard takes precedence.

Standards of workmanship and Materials

006 Carry out and complete all Works as required by this Contract including:
- in accordance with Law including Health and Safety Law and Building Safety Law;
- in accordance with all applicable Codes of Practice;
- in accordance with Good Industry Practice;
- in accordance with the Client's Policies;
- in accordance with any specific requirements for those Works in this Specification; and
- to the satisfaction of the Client's Representative.

007 To the extent that the standard of any Works has not been specified in this Contract, agree the relevant standard for the Works with the Client's Representative before their execution. Where particular Works or working methods are to be "approved by" "agreed with" or are indicated to be "subject to the approval of" the Client's Representative, give the Client's Representative adequate notice when such approval or agreement is needed and retain evidence of all approvals given, and items that have been agreed, by the Client's Representative.

008 To the extent that it is necessary to Design any aspects of the Works, in preparing those use the reasonable skill, care, diligence and expedition as would be reasonably expected of a prudent experienced contractor with Design obligations having experience in carrying out projects similar in size, scope, nature, complexity and value to the Works.

009 Maintain all existing lines and levels at all times and carry through new Work to the same lines and levels unless otherwise Instructed by the Client's Representative.

European and British Standards & Codes of Practice

010 Ensure all Works undertaken and all Materials used in those Works comply with all applicable Standards and Codes of Practice that are current at the time of their use.

011 References in this Specification of Workmanship and Materials to any Standards and Codes of Practice are to be construed as references to the version current at the time the Order is undertaken.

012 Where a specific Standard or a Code of Practice is referred to, this sets out the minimum acceptable standard of Materials or workmanship.

013 Any requirement in this Specification of Workmanship and Materials to use Materials defined by reference to a specified Quality Assurance Scheme, British Board of Agrément Certificate, Standard or other approval, may be satisfied by compliance with an equivalent international Standard.

014 A Provider offering any Materials on the basis of compliance with any such approval or international Standard shall notify the Client's Representative of such substitution in advance of placing any order for those Materials and provide (in English) technical or other details of the approval or Standard and its qualifying tests.

Materials

015 The Client wishes to standardise the use of Materials across its Properties. This is in order to simplify parts requirements and van stock loads, to improve its repairs processes and to reduce maintenance costs. Wherever possible, match all Materials used to materials currently used in the Properties, particularly in terms of their parts requirements and repair procedures. In this Specification the Client has set out details of its current Materials to which the Provider is required to standardise.

016 Where this Specification indicates that Materials are to be "Approved by the Client's Representative", provide samples of the proposed Materials to the Client's Representative for Approval. Any Materials that comply with the functionality and compatibility (including aesthetic compatibility) requirements of this Specification may be proposed. No further approval is required for any Materials listed in this Specification as being the Client's currently used Materials. The purpose of the Client's Representative's decision on the use and approval of such Materials is to ensure that they meet the Client's requirements for functionality and compatibility. The decision of the Client's Representative on this is final.

017 Where this Specification requires Materials to be matched to existing Materials or finishes, this match is subject to the Approval of the Client.

018 Do not use any Prohibited Materials in carrying out the Works. Prohibited Materials are those materials which are generally accepted or (having regard to Good Industry Practice) are reasonably suspected of:

- being harmful in themselves;
- being harmful when used in a particular situation or in combination with other Materials;
- becoming harmful with the passage of time; or
- being damaged by or causing damage to the structure in which they are to be affixed.

019 Materials are to be regarded as harmful if, in the context of their use in the Works (whether alone or in combination with other materials) they:

- are prejudicial to health and safety;
- may pose a threat to the structural stability or the physical integrity of any Property; or
- could materially reduce the normal life expectancy of any part of the Property.

020 Sustainable Timber: All timber and wood derived products referred to throughout this document and which are supplied to the Client, or used in the Works, must be procured in accordance with all applicable Law.

021 CE/UKCA Marked Products: All products referred to throughout this document and supplied to the Client, or used in the Works, must be supplied with a Declaration of Performance (DoP) and carry the appropriate CE/UKCA conformity assessment marking.

Performance Standards on the CE/UKCA mark must comply with relevant Building Regulations where required.

The CE/UKCA mark must be fixed visibly, legibly and indelibly either to the product or to a label attached to the product. If this is not possible or not warranted, then it must be fixed to the packaging or within the accompanying documentation.

The DoP must be made available by the manufacturer (this may be via a website).

022 Use, fix and apply all Materials strictly in accordance with the manufacturer's recommendations, directions, instructions or technical data sheets.

023 Participate in joint initiatives with the Client and other contractors to establish supply chain agreements.

024 Where appropriate suggest (economically viable) amendments to this Specification where those amendments may lead to an improvement in environmental performance or sustainability.

025 At the Client's request provide all information the Client reasonably requests regarding the environmental impact of the supply and use of any Materials the Provider selects for use in the Works.

026 **[optional clause]** If the Provider considers that decanting elderly, vulnerable, people with disabilities and other occupiers and carers from a Property whilst intrusive Works are undertaken or whilst the Works disrupt washing and/or sanitary facilities, provide (at no extra cost) the following facilities:

Decant Mobile - Daytime Decant

Temporary Accommodation conforming to all applicable Standards.

Daytime facilities (where agreed before the start of the Works in the form of either a touring caravan used outside homes between 9am and 5pm and then removed, or a mobile unit located in a fixed position supplied with at least the following:

- External door;
- Bedroom;
- A toilet compartment with WC suite, wash-handbasin and shower unit;
- A flued gas fire/electric heater (note: gas is the preferred option);
- A flued gas fire multi-point water heater or electric water heater;
- Electrical installation complying with the IET Wiring Regulations;
- Mattresses with fireproof removable covers (which shall be thoroughly cleaned and changed after each decant);
- A cooking appliance and fridge;
- Warning notice for health and safety advice to users;
- Fire blanket (to be located by the cooking appliance);
- 1kg-powder fire extinguisher (to be located by the main door);
- Smoke Detector;
- Carbon Monoxide Detector; and
- User's handbook (to be used by Provider when demonstrating the mobile to new occupants).

Also supply the following:

- A security cabinet for 2 (two) 13kg (thirteen kilogramme) bottles of propane gas if gas is to be used (red gas bottle);
- Entrance steps, handrails, level access ramp (maximum 1:12) to be provided for people with a disability to the satisfaction of the Client's Representative;
- Water supply; and
- Mains sewerage connection (where feasible).

Daytime decanting must be as agreed with the Customer and the Client including as to the hours required for the daytime facility, its location and siting. The siting of decant facilities must not inconvenience car parking and/or access to adjoining dwellings.

Laundry and storage facilities, telephone connections [or] television aerials [or a dedicated car parking facility] are not required in a daytime facility*[Client to edit].*

A chemical toilet compliant with all Standards for portable chemical closets may be used where no sewer connection is feasible.

Ensure that all Temporary Accommodation, including its location, installation and checking, complies with Health and Safety Law.

Comply with any Code of Practice for the transportation, siting and commissioning of caravans published by the National Caravan Council.

Agree the location of the day-time mobile decant facility with the Client's Representative.

Service checks are to be carried out by suitably qualified personnel after each decant. These checks should cover:

- Electrical;
- Gas;
- Water;
- Fire prevention equipment;
- Warning Notices; and
- Steps and Handrails.

The facility is to be cleaned between each change of user.

The following notice not less than 200mm x 130mm with the heading printed in red is to be fixed in a prominent position in the Temporary Mobile Accommodation.

ADVICE TO OCCUPIERS

Ventilation
Do not obstruct the ventilators, which are fitted; your safety depends on them.

In Case of Fire
Get everyone out.
Turn off the outside gas valve
Raise the alarm and call the Fire Brigade
Do not stay behind to put the fire out yourself
Do not put yourself at risk

Fire Precautions
Children - must not be left alone in the caravan.
When cooking never leave a cooker unattended
Do not use multi-adaptors.
If you smoke use metal or glass ashtrays-not plastic.
Make sure cigarettes are put out properly
Do not smoke in bed.

Means of Escape
Make sure you know the location and operation of the emergency windows and doors,
Keep door and window keys handy.
Keep all escape routes clear.
If there is smoke, keep low where the air is clearer
Do not go back into the caravan.

Combustible Materials
Keep them clear of all heating and cooking appliances.

Fire Fighting Equipment
In addition to the 1kg powder fire extinguisher by the main exit door, a fire blanket is provided next to the cooker. Make yourself familiar with the instructions on your fire extinguisher and fire blanket and the fire precautions arrangements on site. Do not stay behind to put the fire out yourself. Do not put yourself at risk.

The use of chip pans in mobiles is strictly prohibited.

Permit to Work Certification

027 Comply with any "permit to work system" notified to the Provider by the Client's Representative and ensure that no Worker undertakes any Works covered by any "permit to work System" without a permit having been issued by the Client's Representative.

Access

028 Ensure that a risk assessment is undertaken and a method statement is provided to the Client's Representative detailing the means of access to undertake all Works requiring access at heights including for inspection and testing.

Firestopping

029 Ensure that all holes for cables, pipes etc., in the structure of any Property formed or drilled by the Provider are fire-stopped in accordance with Building Safety Law.

030 Report immediately to the Client's Representative where existing holes for cables, pipes or service media in the structure of any Property have no or inadequate firestopping, giving the detailed location of the hole and providing digital photographs.

PLASTERWORK AND OTHER FLOOR, WALL AND CEILING FINISHES

PLASTERWORK AND OTHER FLOOR, WALL AND CEILING FINISHES

MATERIALS

Cement

001 Use either normal setting ordinary or rapid hardening or sulphate resisting Portland cement or blast furnace cement. All cement must comply with applicable Standard and be manufactured by a firm with their capability assessed and registered with BSI or other quality certification body acceptable to the Client's Representative.

Lime

002 Use Class B hydrated lime, to applicable Standard.

Sand

003 Sand for mortar is to be to applicable Standard 0/2 FP or MP Category 3 unless specified otherwise. Sand for facework mortar is be from one source, different loads to be mixed if necessary to ensure consistency of colour and texture'.

Sand and aggregate Material Property Limits	applicable Standard Category for other aggregates and Sand	applicable Standard Category for Air cooled blast furnace slag
Acid soluble sulphate content	AS0.2	AS 1.0
Total sulphur	$\leq$ 1% by mass	$\leq$ 2% by mass
Water soluble content	$\leq$ 1% by mass	$\leq$ 1% by mass
Loss on ignition	PFA ONLY$\leq$ 7% by mass	$\leq$ 3% by mass

004 Where mixes contain lime, the lime:sand mortar shall be obtained premixed from a competent mortar manufacturer to the satisfaction of the Client's Representative. Ordinary Portland cement is added on site by volume in accordance with the mix specification.

005 Coloured mortar, where required, to be made using a proprietary coloured ready-mixed lime:sand to applicable Standards; colour as shown on drawings.

Building paper

006 Building paper is to be water resistant breather type. Starting from the bottom, fix with clout nails or staples in horizontal lengths, with 100mm laps.

Membranes

WORKMANSHIP GENERALLY:

007 Apply Materials carefully to provide a completely waterproof, continuous membrane. Laps to be not less than 300mm. Ensure that surfaces to be covered are clean, dry, smooth and free from voids, sharp protrusions and frost. Protect finished sheeting adequately to prevent puncturing during following work. Cover sheeting with permanent overlying construction as soon as possible. Immediately prior to covering, check for damage and repair as necessary. Where services pass through sheeting, make junctions completely watertight by forming collars to pipes. Identify position of adjoining damp proof courses and expose to view where concealed. Thoroughly clean away all mortar, debris and dirt from vicinity of DPCs, including any projecting portions of DPCs. DPCs which project from the wall: Lap by 200mm with sheeting and fully bond/seal to projecting DPC.

POLYTHENE DPM:

008 Type: PIFA - Standard 6/83A:1995. Min.300 micrometres / 1200 gauge. Lay sheets neatly and tuck well into angles to prevent bridging. If sheets cannot be kept dry, double welted joints may be used provided they are temporarily weighted to hold the folds in position prior to laying concrete or insulation. Form folded welts at corners in upstands.

009 RADON GAS IMPERMEABLE MEMBRANE BARRIER SHEETING SYSTEM (300µm):
- Primary protection for use in Zone 1 at ground level with ground supported and suspended concrete floors;
- Performance:
  - Radon Permeability 12x10-12m²/s: Laboratory Test;.
  - Low temperature flexibility to applicable Standard – No cracking at -25º Centigrade;.
- Products:
  - Low Density Polyethylene (LDPE) sheet, minimum 300 micrometres (1200 gauge);
  - Tensile strength to applicable Standards Method 326E: 1995.
  - Minimum 13N/mm²;
  - Elongation to applicable Standard;
  - Minimum 450%.;
  - Tear Resistance to applicable Standard: Method 360C;
  - Minimum 100N;
- Accessories:
  - 5mm polypropylene geotextile protection layer for gas membrane barrier;
  - 30mm double sided butyl tape self-adhesive bonding strip sealant for compression joints; to be non-hardening permanently flexible and durable;.
  - 110, 120 or 130mm nominal diameter take external dimension of pipe preformed Top Hat pipe collars section (for service pipes);
  - 110 -140mm diameter adjustable stainless steel clip;
- Preparation:
  - Barriers shall be stored rolled up in a dry area until they are to be used; keep away from sharp objects and chemical solvents;
  - Store rolls on their sides under cover until needed;
- To offer protection against granular fill or rough surfaces of pre-cast concrete units; lay down geotextile protection layer;
- Installation in accordance with manufacturer's technical data sheet.

010 RADON GAS IMPERMEABLE MEMBRANE BARRIER SHEETING SYSTEM (300µm):
- Primary protection for use in Zone 2 at ground level with ground supported and suspended concrete floors;
- Performance:
  - Radon Permeability 12x10-12m²/s: Laboratory Test;
  - Low temperature flexibility to applicable Standard – No cracking at -25º Centigrade;
  - Form an airtight, durably sealed, barrier across the whole of the building; including the floor, internal walls and both external and party walls - along with the associated cavities.
  - Carefully install and seal sections of the barrier; ensure airtight sealing at all joints, laps, service entries and cavity trays.
- Products:
  - Low Density Polyethylene (LDPE) sheet, minimum 300 micrometres (1200 gauge);
  - Tensile strength to applicable Standard Method 326E: 1995.
  - Minimum 13N/mm²;
  - Elongation to applicable Standard;
  - Minimum 450%.;
  - Tear Resistance to applicable Standard: Method 360C;
  - Minimum 100N;

- Accessories:
  - 5mm polypropylene geotextile protection layer for gas membrane barrier;
  - 30mm double sided butyl tape self-adhesive bonding strip sealant for compression joints; to be non-hardening permanently flexible and durable;.
  - 110, 120 or 130mm nominal diameter take external dimension of pipe preformed Top Hat pipe collars section (for service pipes);
  - 110 -140mm diameter adjustable stainless steel clip;
- Preparation:
  - Barriers shall be stored rolled up in a dry area until they are to be used; keep away from sharp objects and chemical solvents;
  - Store rolls on their sides under cover until needed;
- To offer protection against granular fill or rough surfaces of pre-cast concrete units; lay down geotextile protection layer;
- Installation in accordance with manufacturer's technical data sheet.

011 INSTALLATION OF RADON GAS IMPERMEABLE MEMBRANE:

- Form an airtight, durably sealed, barrier across the whole of the building; including the floor, internal walls and both external and party walls - along with the associated cavities;
- Carefully install and seal sections of the barrier; ensure airtight sealing at all joints, laps, service entries and cavity trays.

Application and arrangement:

- Remove loose debris from the surface of the concrete slab. The surface of the slab should be smooth and free from projections or indentations.
- Cover entire site with main membrane barrier to be loose-laid directly onto a protection layer(as recommended by manufacturer) on concrete slab; allow for 150mm over lapping joints between sheets; lay main membrane barrier neatly, tuck well into angles to prevent bridging and creasing.
- Repair or replace any damaged areas.
- Take care to ensure all joints have a clean, dry and dust-free overlap.
- Carry edges of membrane under DPC of external walls. Avoid slip panes as per PD 6697:2010.
- Provide 600mm wide membrane strip under internal walls; allow for 150mm overlapping joints with the main membrane barrier.
- In the case of an extension to an existing dwelling, cut a chase in the existing wall and tuck in the membrane. If there is a radon membrane in the existing floor, make the cut slightly above or below.
- For service pipe penetrations through the main membrane barrier, cut a hole in the barrier so that it fits neatly around the penetration and install preformed "Top Hat" pipe collars membrane sections ensuring 150mm overlap with main membrane barrier.
- Ensure a secure gas-tight seal connection at membrane barrier overlaps using one strip of double-sided tape; 2 No. strips to be used to seal "Top Hat" pipe collar sections - firstly tape butt joint main membrane barrier to service pipe and secondly, membrane barrier to "Top Hat" Section.
- Install and tighten adjustable stainless steel clip around top of "Top Hat" pipe collars to ensure a gas tight seal is maintained around service penetrations.
- Ensure that the barrier is not punctured as building work continues; any damage must be repaired before laying the floor slab; cover the barrier with the permanent over lapping construction as soon as possible.

Slip Resistance

012 The Pendulum Test Value (PTV) should be 36+ (CoF) or above when tested, wet or dry as appropriate for the anticipated service conditions including any likely surface contamination by the method described in and required by the applicable Standard.

013 For plaster, use Gypsum building plasters or 'Pre-mixed Lightweight Plaster', plaster to applicable Standard (see below) to a minimum thickness of 8mm, Finish Plaster to applicable Standard; minimum thickness of 2mm to bonding plaster, minimum thickness of 3mm when applied to plasterboard.

Types of gypsum binders and gypsum plasters	
Designation	Notation
Gypsum Binders e.g.: • gypsum binders for direct use or further processing (dry powder products); • gypsum binders for direct use on site • gypsum binders for further processing (e.g. for gypsum blocks, gypsum plasterboards, gypsum elements for suspended ceilings, gypsum boards with fibrous reinforcement)	A A1 A2 A3
Gypsum plaster: • gypsum building plaster; • gypsum based building plaster; • gypsum-lime building plaster; • lightweight gypsum building plaster; • lightweight gypsum based building plaster; • lightweight gypsum –lime building plaster; • gypsum plaster for plasterwork with enhanced surface hardness.	B B1 B2 B3 B4 B5 B6 B7
Gypsum plaster for special purposes: • gypsum plaster for fibrous plasterwork; • gypsum mortar; • acoustic plaster; • thermal insulation plaster; • fire protection plaster; • thin coat plaster, finishing product; • finishing product.	C C1 C2 C3 C4 C5 C6 C7

Bonding agent

014 Where bonding agents are permitted, use an opaque white non-toxic externally plasticised PVA of high viscosity manufactured to applicable Standard solution to sound surfaces, with a 1:3 solution to be applied to soffits.

Metal lathing, beads and stops

015 Ensure steel lathing is of the plain expanded type having a minimum weight of 1.6Kg/m2.

016 Ensure beads and stops are of an appropriate profile and:
- for internal use are galvanised; and
- for external use are manufactured from stainless steel or PVC-u to applicable Standard.

Plasterboard

017 Plasterboard is to be to applicable Standard; core density of 6kg/m2 for 12.5mm board. Product selection to be restricted to materials with a minimum 75% recycled content.

018 Dry lining is to be to applicable Standard, core density of 10kg/m2 for a 12.5mm board; taper edged.

Wall tiling

019 Plain cushion edge white or coloured glazed ceramic tiles to applicable Standards size 6mm minimum thickness. Waterproof adhesives for ceramic tiles to be to applicable Standard. Waterproof grout to applicable Standard. Wall tiling for repairs is to match existing for repairs to existing tiled surfaces.

Sealant

020 Sealants are to be:

- gun grade white silicone mould resistant sealant to applicable Standard low modulus; or
- gun grade white silicone sealant to applicable Standard low modulus; or
- fire retardant sealant to applicable Standard

Textured decorative finish

021 Use a plastic compound textured decorative finish. Apply it to provide a finish to match the existing finish. Apply to no less than the minimum thickness stated in the manufacturer's technical data sheet.

Steel lathing beads and stops

022 Lathing to Timber or Masonry to be either:

- Zinc coated lathing to applicable Standards zinc coated Reference L3 fixed with staples at 150mm centres; or
- Stainless steel lathing to applicable Standards stainless steel Reference SWL fixed with stainless steel staples at 150mm centres.

023 Lathing to External Wall Insulation to be either:

- Stainless steel lathing to applicable Standards stainless steel Reference HWL fixed with stainless steel staples and ties at 150mm centres; or
- Glass or Carbon reinforced lathing, with fibres encapsulated against alkali attack, strength and stiffness greater than that for stainless steel, fixed with stainless steel staples and ties at 150mm centres

024 Stretch lathing and fix securely in accordance with manufacturer's technical data sheet to give a taut firm base for plaster/rendering, fix with the ling way of the mesh at right angles to supports and with all strands sloping in the same direction, Lap side edges not less than 100mm. Lap ends 50mm at supports and 100mm between supports. Laps must not occur within 100mm of angles or bends. Tie all edges and ends together with 1.2mm wire ties at not more than 150mm centres. Ensure all joints have a 100m lap and are wired at centres not exceeding 75mm.

025 Angle beads are to be either:

- PVC-u angle bead with 25mm x 25mm lugs to take 2mm plaster to applicable Standard; or
- PVC-u angle bead with 40mm x 40mm lugs, depth to suit external render;

026 Bellcast beads are to be PVC-u with 25mm x 45mm lugs.

027 Stop beads are to be PVC-u edge bead 25mm wide.

028 Fix beads and stops with galvanised steel or stainless steel nails or mortar or render dabs on accordance with the manufacturer's technical data sheet.

Plasterboard, Dry Lining and Thermal Boards

029 Fix plasterboard to soffits or studding with 32mm x 12 swg galvanised clout headed nails for 10mm boards and 38mm x 12 swg galvanised clout headed nails for 12.5mm boards at intervals suitable for the particular application. Provide all supporting members as necessary for fixing the plasterboard. Do not use cross joints in boards. Seal all exposed and cut edges with PVAC sealer.

030 Horizontal joints will not be permitted on dry lining unless the wall height exceeds the maximum manufactured board dimension. All joints are to be taped and finished to a flush seamless finish. Jointing material is to be to applicable Standard. Seal all exposed and cut edges with PVAC sealer.

031 Ensure flush joints between plasterboards and at the junction between walls and soffits with straight edged and level finish plaster. Cover them with 90mm wide jute scrim cloth bedded in neat board finish. Apply a coat of neat d finish plaster at least 5mm thick immediately after the joint application has set but before it dries out.

032 Fix dry lining to metal framing with drill point ("jack point") drywall screws at 300mm centres to vertical studs, around openings and at board edges.

033 Ensure that backing walls are dry and direct bond dry lining with a gypsum based adhesive , seal perimeter and around openings with gypsum adhesive.

034 Ensure the plaster finish to thermal board consists of two coats of premixed lightweight plaster total thickness of plaster system of at least 13mm as follows:
1) the first coat being scratch coat of bonding plaster; followed by
2) a coat of appropriate finish plaster trowelled to a smooth finish.

Plaster on concrete soffits

035 Ensure the plaster finish to concrete soffits consists of two coats of premixed lightweight plaster, to a total thickness of plaster system of at least 10mm as follows:
- the first coat being a bonding scratch coat; followed by
- a finishing coat trowelled to a smooth finish.

Plaster on solid vertical backgrounds

036 Ensure the plaster finish to solid vertical backgrounds consists of two coats of lightweight premixed plaster to a total thickness of plaster system of at least 13mm as follows:
3) the first coat being:
   - on low suction backgrounds, a bonding plaster scratch coat containing exfoliated vermiculite; or
   - on normal suction backgrounds, a scratch coat of HB browning plaster containing expanded perlite aggregate; and
4) the second coat being finish plaster containing exfoliated vermiculite aggregate trowelled to a smooth finish.

Dissimilar Solid Backgrounds for Plaster:

037 Where plaster is to be continued without break across joints between dissimilar solid backgrounds which are rigidly bonded or tied together, cover the joints with a 200 mm wide galvanized mesh strip (backgrounds in the same plane) or with galvanized corner mesh (internal angles) fixed at not more than 600 mm centres along both edges, unless specified otherwise.

Dissimilar Solid Backgrounds for Plaster (Lintels):

038 Where plaster is to be continued without break and without change of plane across the face of a lintel which is not wider than 300 mm and is rigidly bonded or tied to the plaster background:
5) Cover the face of the lintel with building paper to applicable Standard extending 25 mm on to the adjacent background.
6) Overlay with expanded galvanized steel lathing extending 50 mm beyond the edges of the
7) paper and securely fix with masonry nails at not less than 100 mm centres along both edges.

039 Alternatively, a suitable paper and mesh lathing may be used.

Dissimilar Solid Backgrounds For Rendering:

040 Where rendering is to be continued without break across joints between dissimilar solid backgrounds which are in the same plane and rigidly bonded or tied together, cover joints with a 150 mm wide strip of building paper to applicable Standard overlaid with 300 mm wide stainless-steel lathing fixed at not more than 600 mm centres along both edges, unless specified otherwise.

Conduits:

041 Conduits bedded in undercoat to be covered with 90 mm wide jute scrim bedded in finishing coat mix, pressed flat and trowelled in. Do not lap ends of scrim.

Cement beds, backings and renderings generally

042 Unless the Client's Representative Instructs otherwise, ensure all beds, backings and renderings are composed of one part Portland Cement to three parts sand, by volume. Keep the water content as low as possible and ensure it does not exceed 18 litres per 50 Kg of cement (including the moisture content in the sand).

043 Brush sub-bases and backgrounds free of all dust. Well wet them and coat them with cement slurry before applying the screeds. Alternatively, use 1:10 EVA bonding adhesive instead of cement slurry.

044 Where the beds, backings or renderings are specified as waterproof, incorporate waterproofer to applicable Standard in the mix.

045 Expansion joints should be placed to form bays not exceeding 3.50m x 3.50m. Finish off the surfaces of beds and backings to receive the appropriate tiling, paving or other finishing.

046 External rendering is to be to applicable Standard. Ensure external renderings have a surface finish to match the existing renderings.

Granolithic finish

047 Ensure granolithic finish is composed of 1 part cement to 1-part fine aggregate to 2 parts coarse aggregate 10mm maximum size, all measured by weight. Add the minimum amount of water necessary to give sufficient workability for laying and compacting. All granolithic repairs are to match existing.

048 Thoroughly scabble, clean, wet and treat the base for granolithic application either by brushing on a neat cement grout or an EVA emulsion bonding agent. Lay the granolithic finishing in bays not exceeding 15m2 with the bay proportions being such that the ratio of sides will not exceed 1:1 1/2.

049 Ensure the minimum thickness is 19mm to a sound loadbearing concrete base. To prevent dusting, avoid excessive trowelling. Carry out curing for at least 4 days or, if the Client's Representative so Instructs, for longer.

050 Ensure the deviation from the level is no more than +/- 3mm in 3m.

051 Steel trowel the granolithic to produce a close knit surface and either tool it by stud rolling or sprinkle it with non slip grains to produce an anti-slip finish as Instructed by the Client's Representative.

Wall tiling

052 Fix tiles to the backing with straight joints on a combed bed of waterproof adhesive. Ensure all exposed edges of tiles are round edged. Either round edge or mitre the external angles, at the Provider's discretion. Form exposed stop end corners using double bullnose tiles.

053 Fill the joints between tiles solid with waterproof grout. Tool off the joints and clear off all residual adhesive and grout from the tiles and surrounding surfaces on completion of the Works.

Quarry and Ceramic floor tiling

054 Lay tiles either on a bed of cement and sand (1:3) or on a cementitious adhesive bed to applicable Standard 3-6mm thick, which makes full contact with the tile and background.

Suitability of Backgrounds/Bases:

055 Before starting work ensure that backgrounds/bases:

- Are sufficiently flat to permit specified flatness of finished surfaces, bearing in
- mind the permissible minimum and maximum thicknesses of the bedding material.
- Have been allowed to dry out by exposure to the air for not less than the following:
  - Concrete slabs: 6 weeks.
  - Cement:sand screeds: 4 weeks.
  - Rendering: 2 weeks.
  - Gypsum plaster: 4 weeks.

Plain Coloured Skirting To Existing Painted Plaster:

056 Tiles: Plain coloured unglazed ceramic skirting tiles, minimum rounded top edge, coved bottom to applicable Standards, Size: 8mm minimum. Joint width: 3mm.

- Background/Base: Existing painted plaster.
- Grouting material: Waterproof grout.

Setting Out:

057 Ensure that:

- Joints to be true to line, continuous and without steps.
- Joints on walls to be truly horizontal, vertical and in alignment round corners.
- Joints in floors to be parallel to the main axis of the space or specified features.
- Cut tiles/slabs to be kept to the minimum, as large as possible and in unobtrusive locations.
- Before laying tiles obtain confirmation of setting out to satisfaction of the Client's Representative.

Flatness of Wall Tiling:

058 Sudden irregularities not permitted. When measured with a slip gauge in accordance with the applicable Standards, the variation in gap under a 2 m straight edge placed anywhere on the surface to be not more than 3 mm.

Flatness of Floor Tiling:

059 Sudden irregularities not permitted. When measured with a slip gauge in accordance with the applicable Standards, the variation in gap under a straight edge (with feet) placed anywhere on the surface to be not more than 3mm over a 2m straight edge.

Vinyl and thermoplastic tiles

060 Unless the Client's Representative Instructs otherwise, lay tiles in accordance with applicable Standard with straight joints on a combed bed of adhesive to a standard and quality approved by the Client's Representative. Match the size, colour and pattern of the tiles as nearly as possible to any existing surrounding tiles.

Vinyl and other Resilient Sheet Floor Coverings

061 Unless the Client's Representative Instructs otherwise, vinyl and other resilient sheet floorings are to be of a standard, quality and laid in accordance with the applicable Standards.

062 All non slip floor coverings to be 2mm thick anti slip vinyl sheet floor coverings to in accordance with the applicable Standards and to have a Pendulum test value (PTV or slip resistance value) (36+ (CoF) or above) as tested to in accordance with the applicable Standards and a Surface roughness (Rz) (20+µm (microns) or above) to in accordance with the applicable Standards. Floor covering to be complete with aluminium threshold strips at doors

Textured decorative finish

063 Fill joints in plasterboard to receive decorative textured finish with plastic filler. Cover them, while wet, with wet strength paper scrim or while wet or dry, with glass fibre membrane scrim tape. Allow this to dry before applying the finishing coat. Apply the finishing coat evenly. Tool or brush this to match the existing surrounding finishes or as the Client's Representative Instructs otherwise.

Labour and sundry items

064 Cut and fit and/or make good all wall and floor finishings around any kind of obstruction or projection of a permanent nature from the wall background or floor base including any:

- structural elements;
- pipework, ducting and their brackets and supports;
- fittings and appliances in connection with the electrical, water, gas heating, air conditioning, communication and waste disposal systems; and/or
- fittings and any permanent object in connection with any permanent parts of the Property.

065 Unless the Client's Representative Instructs otherwise, maintain plasterwork, renderings, backings, asphalt and any applied finishes in the same plane as any existing surrounding similar applications. Make a fair joint between the new application and any existing surrounding application.

Client's current manufacturers/suppliers/products

066 Ensure all Materials are compatible with and standardised to the Client's current products specified in the table below (listed by manufacturers, suppliers and/or brand names).

Product	**Brand name**	**Manufacturer's details**
Plasterboard	British Gypsum	
Bonding agent	Febond	Blue Grit or equally approved
Plaster	British Gypsum	plasters
Thermal board	British gypsum	Gyproc thermal board
Adhesive (drylining – dot and dab)	British Gypsum	Gyproc multi purpose adhesive
Wall/Border tile	Nicobond	

[complete table as appropriate]

INJECTED DAMP PROOF COURSES AND FUNGUS/BEETLE ERADICATION

INJECTED DAMP PROOF COURSES AND FUNGUS/BEETLE ERADICATION

GENERAL REQUIREMENTS

Generally

001 Ensure chemical injection damp proof course Works are undertaken by specialist installers/subcontractors approved by the Client's Representative.

002 Ensure fungus/beetle eradication Works are undertaken by specialist installers/subcontractors approved by the Client's Representative.

003 Provide a warranty supported by an insurance policy in terms approved by the Client's Representative for chemical injection damp proof course system or fungus/beetle eradication. Hand the policy for each Property to the Client's Representation on completion of the Works to that Property.

004 **Protection of Property**: It is the responsibility of the Provider and his specialist installers/subcontractors to avoid all unnecessary damage to the Property and its contents. Particular care should be taken if the Property has bitumen or pitch floors and/or dampproof courses, since bitumen could be leached by the solvents present in some damp-proofing fluids.

005 Carpets, vinyl floors, furniture and decorations should be adequately protected from contact with the chemicals. Most of the fluids used can damage plant life and adequate precautions should be taken to prevent spillages in gardens.

006 Before any Work is commenced by the damp proof course specialist installer/subcontractor it is important that the occupier/owner of the adjoining property should be advised of the proposed Work and if possible carry out inspection and record condition of the relevant walls in their dwelling.

WORKMANSHIP

Chemical injection damp proof course

007 Applicable Standards deal with the methods of installing chemical damp proof courses.

008 Chemical injection damp-proof course systems are to be Agrément certified and are to be either:

- Silane/Siloxane emulsions (A silicone micro-emulsion in concentrated form) with solution to be injected at pressure up to 350kPa for mortar injection and 500pKa for brickwork; or
- Potassium methyl siliconate (An aqueous siliconate solution in concentrated form) applied by low pressure injection; or
- Ready to cream emulsion on a Silane/Siloxane base for masonry injection by means of a low pressure sprayer or cartridge gun.

009 Main considerations:

1. The horizontal spacing of injection holes must not exceed 150mm. This is to ensure that an overlap of saturated zones occurs thus forming a continuous damp proof barrier;
2. All external walls such as yard or screen walls and not themselves having damp proof courses must be drilled and injected vertically not less than 1200mm high where they butt against main Property walls. Care must also be taken at steps between Properties of different floor levels when a proprietary silicate render tanking will be necessary;
3. When the internal walls are being re-plastered after treatment the bottom edge of the plaster must be no closer than 25mm from floor level. This is extremely important when injection is associated with solid floors;
4. The recommended floating coat of plaster should be 1:1:6 Cement/Lime/Sand which should include an additive to inhibit the re-occurrence of hygroscopic salts. Gypsum based absorbent lightweight plaster must not be used;

5. Allow at least 2 days for the solvent to evaporate, and ventilate rooms to build up of inflammable vapour;
6. After plastering use emulsion paints only. Do not decorate with wallpaper for at least 6 months after injection. The Property should be dried out between 6 and 12 months depending on the thickness of the wall; and
7. The installation of a damp proof course does not itself prevent the development of timber decay. Any timbers at risk from fungal decay or insect damage should be treated in accordance with the prescribed methods.

010 Neatly and fully fill holes which are exposed to view with 1:1:6 cement:lime:sand mortar. Match the mortar to the existing masonry in colour and texture. Inform the Client's Representative before starting the Works and obtain approval of the appearance of the first few holes before completing the remainder.

011 Take effective measures to ventilate and dry out damp building fabric as soon as possible. Allow a minimum of 48 hours to ventilate spirit based formulations and as long as practicable for drying out the fabric. Obtain the approval of the Client's Representative to the methods to be used.

012 Drying time:

Chemical damp–proof courses do not always become effective immediately after insertion into a wall and there may be a delay of some weeks before the damp-proof course barrier is formed.

013 The overall drying time of a Property after insertion of a damp-proof course is dependent on this and many other factors. As a general guide an average house constructed of 215mm walls should be free from the residual moisture resulting from damp within a year of treatments, provided any additional sources of dampness has also been eliminated.

014 It must be remembered that the amount of water in the wall before injection is exactly the same as after injection. It is this water concentration which diminishes over the 6-12 month time period as the injection process has cut off its source of supply. If this is remembered and understood many of the questions raised after Order completion can be forestalled.

Cutting out Decayed or Infested Timber

015 Cut out the decayed or infested timber along the grain for one metre beyond the last visible sign of attack. Minimise any damage to sound building fabric and ensure adequate propping and shoring.

Repairs to timber internal door frames

016 Form the joint of the new and existing timber by a 45° - 60° splice. For the new timber, use redwood from a source approved by the Client's Representative. Joint the new timber to the existing with galvanised screws or nails or plug and screw it to the wall. Ensure the new timber matches the profile of the existing timber.

Repairs to timber external door and window frames and the cills of timber window frames

017 Form the joint of the new and existing timber by a 45° - 60° splice. For the new timber use a preservative treated redwood from a source approved by the Client's Representative. Dip all cut ends in similar preservative fluid before fixing them in position. Joint the new timber to the existing timber with galvanised screws or nails or plug and screw it to the wall. Ensure the new timber matches the profile of the existing timber.

Replacing structural members

018 Joint the new and existing timber by a half-lapped joint. The joint should have a length of at least twice the depth of the timber members; the new timbers should make-up the bottom section of the joint if timbers are horizontally placed. For the new timber, use a preservative treated whitewood from a source approved by the Client's Representative. Existing timbers ends exposed by cutting/jointing must be treated with preservative. Joint the new timber to the existing with coach bolts. Ensure the new timber matches the profile of the existing timber.

Chemicals for treatment

019 Use only chemical formulations approved under the Health and Safety Executive (HSE) and listed on the HSE website under non-agricultural pesticides.

Dry rot, wet rot and insect infestation

020 Treat dry rot, wet rot and insect infestation as advised in BRE Digest 299(Dry Rot) and BRE Digest 345 (wet Rot) and /or BRE Expert Collection 7 "Condensation and dampness", BRE Report 453 (Insect Damage) or equal and approved by the Client's Representative and in accordance with applicable Standards or equivalent.

021 Basic Principles: the important issues are as follows:-
1. Prevention of further entry of dampness into the building;
2. Drying out to remove existing dampness;
3. Eradication of the fungus and repair of the damage caused.

Disposal of defective timber

022 Dispose of defective timber immediately and safely to a tip approved by a waste regulation authority. Prevent contamination of other parts of the Property. It is considered good practice for the Provider carrying out the removal to avoid future contamination.

Sterilisation for Fungus Eradication

023 Completely sterilise the surface with approved fungicide by coarse spraying of fluid preparation or direct application by brush with heavy bodied preservative paste. Timber preservatives and biocides must be approved under the Control of Pesticides Regulations (COPR). The approvals procedure is operated by the Health and Safety Executive (HSE) which deals with non-agricultural products. A list of approved products is published and kept up do date on the HSE's website.

Sterilisation for beetle eradication

024 Completely sterilise the surface with approved fungicide/insecticide by coarse spraying/brush application of fluid preparation.

Sterilisation for woodworm

25 Inject an insecticide approved by the Client's Representative into existing woodworm holes.

Irrigation

026 Irrigate walls with a fungicide approved by the Client's Representative. Bore holes in the wall as necessary for the introduction of the liquid.

Plaster to control dampness or after insertion of a new damp proof course or system

027 General:

The function of the new plaster is to hold back the hygroscopic salts introduced into the wall structure through rising damp, and to prevent them from migrating through to the surface of the new plaster.

028 The re-plastering operation should be carried out as long as possible after the injection of the damp-proof course.

029 Additives may be incorporated in the plaster undercoat to increase resistance to hygroscopic salt migration, provided they do not prevent the passage of moisture vapour. The new plaster work must not be a vapour barrier. Premixed gypsum plasters must not be used as undercoats.

030 The damp-proof course must not be bridged by plasters internally, or by renders externally. A gap of 25mm must be left at base of plaster on inside walls to prevent contact with solid floors.

031 It is recommended that the removal of the old plaster is carried out to a position not less than 300mm above either the last detectable signs of dampness or the damp-proof course line itself. For chemical damp-proof courses, the recommendations of the damp-proof course installer should be followed regarding the use of:
- Water-proofers or salt inhibitors in render mixes;
- Premixed "renovating" plasters. Agrément certified for application to salt contaminated substrates.

032 Arrange for the Client's Representative to inspect and approve the brickwork background before starting any replastering.

033 Apply a plaster after the insertion of a new damp proof course or system consisting of three coats of cement sand backing and gypsum hemihydrate formulated finish with a total plaster thickness in accordance with Good Industry Practice as follows:
- the first coat comprising a cement sand (1:3) scratch coat with an additive approved by the Client's Representative;
- the second coat comprising cement sand (1:3) with no additive mixture, applied whilst the first coat is still green and then ruled to alignment and scratched to form a key; and
- the finishing coat comprising gypsum hemihydrate formulated finish.

034 Alternatively, if the Client's Representative so approves, use a two coat lightweight aggregate plaster with a total plaster thickness of at least 13mm as follows:
- on normal backgrounds:
  - for the first coat: use a renovating plaster scratch coat containing a perlite lightweight aggregate and a waterproofing/salts inhibiting additive; and
  - for the second coat: use a finishing plaster coat containing fine lightweight aggregate; or
- on low suction backgrounds:
  - for the first coat: use a slurry keying aid as recommended by the plaster manufacturer; and
  - immediately follow it by a tight coat of renovating plaster and leave it for a minimum of 36 hours before applying the finishing plaster.

035 For normal two coat systems of a total of 13mm thickness, apply the floating coat in a single application, ruled to alignment and scratched to form a key. If the maximum thickness of the backing coat required exceeds 12mm use a scratch or dubbing out coat to bring out to a level surface. Ensure the coat does not exceed 11mm, is well scratched, and is allowed to dry before the application of the subsequent coat.

Physically Inserted Damp Proof Courses to Existing Walls

036 Carefully cut joint of brickwork, blockwork or masonry to prevent structural damage, install a continuous damp proof course barrier to rising damp with polyethylene to applicable Standard weighting not less than 1.55kg per m2 to full width of wall and finish, externally to finish flush with face of wall, internally to form a minimum 150mm lap with damp proof membrane.

037 Carefully cut joint of brickwork, blockwork or masonry to prevent structural damage, install a continuous damp proof course barrier to rising damp with bituminous felt to applicable Standard weighting not less than 0.48kg per m2 to full width of wall and finish, externally to finish flush with face of wall, internally to form a minimum 150mm lap with damp proof membrane.

Mastic asphalt tanking/damp proof membranes

038 Where these are horizontal, apply them as follows:
- base: existing concrete;
- preparation: laid to falls;
- separating layer: none;
- certification: asphalt kitemark certified;
- thickness: at least 20mm; and
- finish: smooth floated.

039 Where these are vertical, apply them as follows:
- base: existing concrete or brickwork;
- preparation: key a vertical surface;
- certification: asphalt kitemark certified;
- thickness: at least 20mm; and
- finish: smooth floated.

General technical requirements

040 Lay each horizontal coat in a single operation to provide a secure, free draining and completely watertight floor.

041 Unless otherwise specified, use ancillary products and accessories recommended by the asphalt manufacturer.

Primer

042 Use a primer recommended by the manufacturer of the material to be bonded. Apply by mopping, brushing or spraying to achieve an even and full cover of the surface. Allow to dry thoroughly before covering.

Bonding compound(s)

043 Unless specified otherwise, use oxidised bitumen of a grade recommended by the manufacturer of the material for the conditions and type of surface. Heat it and lay it at a temperature sufficient to ensure bonding over the whole surface. Do not overheat it.

Preparation of bases - renewing existing asphalt

044 Agree with the Client's Representative the extent of the area(s) to be renewed.

045 Remove, renew and waterproof each area on the same day, unless the Client's Representative Instructs otherwise.

046 Adequately protect existing and new area(s) of floors against damage during the execution of the Works. Where removal results in accidental damage to existing elements which are to remain, agree the proposed repair or replacement with the Client's Representative.

Keying to concrete

047 Clean off mould oil with detergent. Use Materials recommended for the purpose by the asphalt manufacturer. Either prime the surface with a proprietary bituminous emulsion or apply a proprietary keying mix of cement and slurry incorporating a bonding agent.

Keying to brickwork/blockwork

048 Ensure that all joints are lightly recessed by brushing or other means. Prime the wall surface with a proprietary bitumen and rubber emulsion recommended by the mastic asphalt manufacturer.

Keying to metal

049 Apply a keying primer to all metal pipes, metal lathing, etc.

Asphalt/accessories - suitability of base

050 Before laying asphalt ensure that:
- the horizontal base is to even falls with no areas which will pond;
- the surfaces to be covered are firmly fixed, clean, dry, smooth, free from frost, contaminants, voids and protrusions; and
- all preliminary work including formation of upstands, kerbs, sumps, grooves, chases, expansion joints, etc., and fixing of battens, fillets, anchoring plugs/strips, flashings, outlets, pipe sleeves, ventilators, etc., is complete and satisfactory.

Application of asphalt

051 Ensure thorough mixing when remelting and do not heat to more than 230 deg.C.

052 Do not use reheated asphalt.

053 Apply each coat to an even thickness using suitable gauges. Float to a smooth surface free from imperfections and crazing. Apply successive coats without delay and within the same working period.

054 Ensure there is complete fusion of the asphalt at all joints so as to give a continuous watertight membrane. Clean and heat the edges of previously laid coats by poulticing with hot asphalt. Remove and discard the poultice and cut away the edge to remove sand rubbed material before jointing. Lay new asphalt whilst the poulticed surface is still hot. Do not torch.

055 Stagger junctions of bays in successive coats by at least 150mm.

056 Pierce any blows and make good affected areas while the asphalt is still at a working temperature.

057 Form solid fillets in all internal angles, fully fused to the asphalt coating and at least 40mm wide on face and at an angle of approximately 45 degrees to the horizontal.

058 Maintain the full thickness of the asphalt around all external angles.

059 Turn the asphalt into splayed chase at the top edge of skirtings and vertical work. Finish the top surface with a splay to shed water away from the wall, maintaining full thickness.

060 Form watertight joints around all pipes, gullies and other penetrations.

061 Finish asphalt to a smooth flat surface, free from lipping, pitting, scars and other imperfections. Sand rub all horizontal surfaces while the asphalt is still warm, using clean, coarse sand from natural deposits, passing a 600 micron sieve and retained on a 210 micron sieve.

Redecoration

062 Resulting efflorescence – It should be of benefit in concluding to discuss the phenomenon known as efflorescence which is one of the most difficult building defects to appreciate and not easy to explain to Customers.

063 After injection has been completed and re-rendering has been carried out, the walls of the Property will, slowly at first, commence to dry out.

064 At this time efflorescence, in the form of crystallised salts, will usually become apparent on the internal walls also to a lesser degree on the external walls. This is because the internal temperature is greater, thus causing the remaining moisture which is now entrapped above the new chemical damp=proof course, to slowly evaporate.

065 The time which rising damp has been present in the Property will usually determine the amount of efflorescence which will occur.

066 Moisture in the form of rising damp carries with it, ground salts. Over a period of years these salts become saturated within the main fabric of the wall and on drying through evaporation of the moisture from the wall, crystallise as dry salts. It is bad building practice to try to prohibit their movement. If brickwork was effectively sealed against the movement of efflorescing salts, crystallization would still take place but in this case internally within the brickwork. The expanding salts could then do irreparable damage to the construction.

067 After complete drying out, the efflorescence should be brushed off, allowing the Customer to proceed with normal wall papering etc.,

068 Painting:

Impervious wall coatings should not be applied until the walls are dry.

069 This could take as long as twelve months, and certainly not less than six months from the installation of the damp-proof course.

070 One coat of matt emulsion paint is particularly recommended for use in the interim period.

071 After re-plastering, decoration should be **restricted to matt emulsion and water based paints** which are porous and allow the wall to breathe.

072 Decoration with impermeable finishes such as gloss paint and vinyl paints or wallpapers should be delayed for at least one year.

Client's current manufacturers/suppliers/products

073 Ensure all Materials are compatible with and standardised to the Client's current products specified in the table below (listed by manufacturers, suppliers and/or brand names).

Product	Brand name	Manufacturer's details

[complete table as appropriate]

SCAFFOLDING AND MEANS OF ACCESS

M3NHF SCHEDULE OF RATES – RESPONSIVE MAINTENANCE & VOID PROPERTY WORKS – SPECIFICATION – VERSION 8

SCAFFOLDING AND MEANS OF ACCESS

001 Provide scaffolding for the Works where required by Regulatory Requirements.

002 Moveable towers can be used where Regulatory Requirements allow this. This is also subject to the approval of the Client's Representative for scaffolding above the equivalent of the ridge line of a two storey Property.

003 Only light short-term Work may be done from ladders where this is in line with the Code of Practice for Ladders.

004 Working platforms required at heights of 2 metres and above must be carried by a properly constructed scaffold. Scaffold may be provided at lower levels.

005 Obtain:
- a licence from the highways authority where scaffold is to be constructed on or over the public highway; and
- permission from the adjoining landowner to occupy the space where scaffolding is erected over an adjoining property.

006 Where scaffold is to be constructed on or over the public highway the Provider must:
- consult the highways authority as to whether lighting or any other form of warning is required;
- if so, provide this (with any electrical supply being of a maximum of 100 volts); and
- notify the police where, when and for how long, the scaffold is to be in place.

007 Before erecting any scaffold to which Clause 05 applies, the Provider must provide evidence to the Client's Representative that the permissions referred to in that Paragraph have been obtained and, where applicable, the notifications under Clause 06 have been given.

008 Ensure that any temporary roofs are properly designed and secured and must provide calculations and drawings to the Client's Representative (for checking and approval).

009 Before the erection of any scaffolding to three storeys and above, the Provider must:
- submit an engineer's design of the scaffold to the Client's Representative for checking and approval;
- when erected, supply a certificate from a Member of the Institute of Structural Engineers indicating the scaffolding is in good condition and complies in all respects with all relevant Codes of Practice; and
- similarly certify any alteration to the scaffold.

010 Construct all scaffolds in accordance with:
- Work at Height Regulations 2005 (as amended);
- Applicable Standard; and
- either:
  - NASC Technical Guidance TG20 for tube and fitting scaffolds; or
  - the manufacturer's guidance for system scaffolds.

011 For all scaffolds:
- approved materials in good condition must be used;
- all components must be inspected prior to use;
- sole plates must carry a minimum of 2 standards and wherever possible be placed parallel to the face of the building;
- they must be rigid and constructed on a solid foundation;
- standards must be upright at all times;
- ledgers must be horizontal and fixed with load bearing coupler;
- gaps in working platforms must not exceed 25mm wide and where necessary the inside boards must be secured to achieve this. No gap is to exceed 6 square inches anywhere. Where third parties are at risk, no gaps are acceptable – nothing must be allowed to fall through or off the platform;

- sufficient positive ties to the main walls of buildings must be fitted;
- fans and/or working areas over entrances and exits must be fully double boarded with a continuous membrane between to stop any matter falling through;
- where hoists are erected in scaffold, extra ties must be used to prevent vibration of the scaffold; and
- toe boards and guard rails must be fitted to working or access platforms and to stairs where people working on them could fall 2 metres or more;
- Materials must not be thrown, tipped or allowed to fall off the scaffolds or working platforms;
- when partially erected or partly dismantled a notice saying "Do not use" must be displayed on the scaffold; and
- the scaffold must be made unclimbable at all times when not in use for undertaking the Works.

012 Scaffold requiring protection from lightning strike in accordance with the applicable Standards or equivalent, must be certified by a qualified electrical engineer, when first erected and with regular testing and a certificate being provided at not less than monthly intervals. Copies must be provided to the Client's Representative.

013 Scaffold must be erected, dismantled and altered:
- by competent persons;
- where the scaffolding is over 5m high, under the supervision of a person trained and certificated under the Construction Industry Scaffolders Registration Scheme (or equivalent approved by the Client's Representative);
- in accordance with either:
  - NASC Guidance Document SG4 for tube and fitting scaffolds; or
  - the manufacturer's instructions for system scaffolds; and
- so that at all times windows are openable by the occupants from the inside.

014 Scaffolding must be inspected by the Provider's 'competent person' at least every 7 (seven) days. The Provider must correct any faults found immediately. A record of such inspections and the Provider's report must be submitted to the Client's Representative within 1 (one) Working Day of each inspection.

015 Where the Client's Representative advises the Provider of this, the Provider must allow another contractor working directly for the Client to use scaffolding erected by the Provider, subject to that contractor agreeing to comply with any health and safety requirements in relation to the use of that scaffolding reasonably required by the Provider.

016 Scaffolding must be struck within 1 (one) week of the Client having advised the Provider that the Works have been satisfactorily completed, unless the Client requires the scaffolding to be maintained for another contractor working directly for the Client. In these circumstances:
- the scaffolding must be struck within 1 (one) week of the Client having advised the Provider that the scaffolding is no longer required; and
- the Client must pay the Provider for the use of the scaffolding by the Client's other contractor at the rates payable for the use of scaffolding under the Price Framework (even where the payment for the scaffolding to be erected and maintained for the Works was included in the Rates).

017 Payment for scaffolding will be in accordance with the Schedule of Rates for Scaffolding and Means of Access.

018 The Rates for scaffolding are deemed to additionally include as appropriate for the following:

.1 Basing out, preparing and levelling of ground, provision of additional support, base plates, spreaders and the like as necessary.

.2 Protection of the structure fabric, finishings, roof coverings and the like.

.3 Provision of all requisite tubes and fittings of every description, delivery, handling and removal.

.4 Erecting, supporting, maintaining, adapting and dismantling as required.

.5 Bridging across structures and all other obstructions where necessary.

.6 Removal, temporary storage/resiting, protection and subsequent reinstatement as required of all TV, radio and telecommunication aerials, satellite dishes and the like.

.7 Fans, gantries, hoardings, sheeting and double boarding of working platforms to afford protection around/over entrances, paths, rights of way and other forms of access or thoroughfare unless specifically instructed by the Client's Representative.

.8 Working platforms to towers and chimney scaffolding.

.9 Toe boards, guard-rails, handrails, safe ladder access, ladders, warning signs, taping and the like.

.10 Ancillary plant and equipment such as tower feet/wheels, out-riggers, cross bracing, gin wheels, ropes and the like.

.11 Lighting and/or alarming where deemed necessary or appropriate and/or as specifically directed by the Client's Representative.

.12 Protection against lighting strike.

.13 Fixed handholds and physical ties to the structure where necessary, subsequent removal and making good.

.14 Provision of certified structural design calculations and erection certificates to the Client Representative where required under the Contract.

.15 Reinstatement of ground and making good any damaged surfacing and/or paving's if necessary.

.16 Compliance with all Regulatory Requirements including provision of all associated licences, permits and the like and the payment of all related fees and charges.

.17 Additional lifts of scaffolding, working platforms, handrails, ladders, other access provisions and the like necessitated by structure/roof design, for example changes in roof pitches at mansards and anything similar.