



Loft Insulation Installation

Specification

MVH Specification for Loft Insulation Works

1. Introduction

MVH invites suitably qualified installers to undertake loft insulation work across its housing stock.

Works include installation, top-up, removal, and contaminated insulation removal.

2. Scope of Works

Installers must be in receipt of an official MVH works order number before commencing work.

Installers must agree on works on each property prior to work.

Assess insulation levels, ventilation, and hazards.

Any variation from standard install must be approved by Contract Administrator prior to works proceeding.

Measured as net loft floor area receiving insulation

All works shall be subject to a 12-month defects liability period from completion

Installer to record on report (on all insulation provision)

Existing insulation depth/type

Ventilation condition

Signs of damp / mould / vermin

Structural constraints

Services present (tanks, cables, etc.)

Suitability for insulation (yes/no + reason)

Where the loft is deemed unsuitable, works shall not proceed without written instruction from the Contract Administrator

3. Loft Insulation Installation (Complete)

Material must be used in conjunction with manufacturers' guidelines. Insulation material shall be mineral wool (or approved equivalent) with a maximum thermal conductivity of 0.044 W/mK and achieve a minimum U-value of 0.16 W/m²K or better.

Install insulation to minimum 400mm depth.

Install between and over joists.

Maintaining ventilation and avoiding blocking services such as Eaves, ventilation trays, rafter trays are mandatory minimum requirements.

Minimum 50mm ventilation gap at eaves

Ridge ventilation not to be obstructed

Even coverage (± 20 mm tolerance)

No gaps >5% of area

Full perimeter coverage to eaves

No compression of insulation

Draught proof and insulate loft hatch to match surrounding U-value

Maintain clearance around recessed light fittings unless rated for insulation contact

Do not cover cables where overheating risk exists (align with BS 7671)

Maintain continuity of insulation at perimeter

4. Loft Insulation Top-Ups

Material must be used in conjunction with manufacturers' guidelines. Insulation material shall be mineral wool (or approved equivalent) with a maximum thermal conductivity of 0.044 W/mK and achieve a minimum U-value of 0.16 W/m²K or better.

Install insulation to minimum 400mm depth. This can be achieved by building up various thickness that constitutes what is installed and what is required to bring up to the required 400mm thickness.

Install between and over joists.

Maintaining ventilation and avoiding blocking services such as Eaves, ventilation trays, rafter trays are mandatory minimum requirements.

Minimum 50mm ventilation gap at eaves

Ridge ventilation not to be obstructed

Even coverage (± 20 mm tolerance)

No gaps >5% of area

Full perimeter coverage to eaves

No compression of insulation

Draught proof and insulate loft hatch to match surrounding U-value

Maintain clearance around recessed light fittings unless rated for insulation contact

Do not cover cables where overheating risk exists (align with BS 7671)

Maintain continuity of insulation at perimeter

5. Removal of Insulation

Remove damaged or insufficient insulation safely.

Dispose of materials in accordance with regulations.

6. Contaminated Insulation

Manage vermin, mould, or water-damaged insulation with appropriate PPE.

Follow COSHH and hazardous waste regulations.

Stop working if asbestos is suspected.

Contamination could be :-

Heavy vermin infestation

Saturation

Suspected asbestos

Works shall not proceed until written instruction is issued if found.

7. Health & Safety

Comply with all relevant UK health and safety legislation.

Provide RAMS for all work.

Ensure safe access and protection of occupants.

Provide means of fall protection in crawl space.

Provide air monitoring when working in confined spaces.

8. Quality Standards

Meet PAS 2030/2035 where applicable.

Comply with Building Regulations.

Subject to inspection and audit.

9. Tenant Liaison

Provide advance notice of work.

Minimise disruption and maintain cleanliness.

In the event of cancellation or no access. Evidence from installers must be provided (at least three attempts) and no access charge can be administered.

10. Environmental Requirements

Minimise waste and recycle where possible.

Provide Licensed waste carriers only when removing waste.

Waste transfer documentation must be supplied with invoices.

Hazardous waste consignment tracking must be provided

50% waste recycled target as a monthly record and diverted from landfill.

11. Competency Requirements

Demonstrate relevant experience and certifications. Documented below in item 17.

Provide trained and competent operatives.

12. Programme Delivery

Provide programme timelines and installation dates.

Include response times for remedial works.

13. Pricing Structure

Provide rates for installation, top-up, removal, and contaminated removal.

Include any additional or specialist costs. **Pricing information and schedule in Appendix 4**

14. Performance Monitoring

KPIs include quality,

>95% right first time

<5% snag rate

100% certification compliance

<5 days callback

15. Documentation Requirements

Provide RAMS, insurance, training records, and waste licences pest control license (if applicable)

16. Installation Certification

Provide a digital certificate per property. To include time stamped photo of front elevation of property and completed works of total overall measurements.

Include address, time-stamped installation details, materials, and operative names.

Provide photographic evidence including before, during, and after images. Submit within 48 hours. **Non-compliance may result in non-payment.**

17. Installers Competence and Qualifications

The installers shall ensure that all operatives undertaking works under this contract are suitably qualified, trained, and competent for the tasks performed.

Minimum Requirements

Operatives must hold, as a minimum:

NVQ Level 2 in Insulation and Building Treatments (or equivalent), or demonstrable experience and competency

Valid CSCS card (or equivalent recognised scheme)

The installers organisation must:

Mandatory Training

All operatives must have up-to-date training in:

Working at Height

Manual Handling

Asbestos Awareness

COSHH (Control of Substances Hazardous to Health)

Supervision

A suitably qualified supervisor must oversee works, holding:

SSSTS or SMSTS (or equivalent)

Operatives undertaking contaminated insulation removal must:

Be trained in hazardous material handling

Use appropriate PPE/RPE

Evidence Requirements

Qualification certificates

Training records

Accreditation certificates

