SNC·LAVALIN

FAITHFUL+GOULD
Member of the SNC-Lavalin Group

Electrical Infrastructure and Chiller Automatic Switching Works

Tender Document

Department for Transport

December 2018

Notice

This document and its contents have been prepared and are intended solely as information for Department for Transport and use in relation to the electrical infrastructure and chiller automatic switching works at the International Maritime Organization Building.

Faithful+Gould Limited assumes no responsibility to any other party in respect of or arising out of or in connection with this document and/or its contents.

Document history

Revision	Purpose description	Origin-ated	Checked	Reviewed	Author-ised	Date
Rev 1.0	First issue	AB	SG	SG	SG	21/11/2018
Rev 1.1	Revised following ET feedback	AB	SG	SG	SG	03/12/2018

Client signoff

Client	Department for Transport
Project	Electrical Infrastructure and Chiller Automatic Switching Works
Job number	5182676.010

Contents

Appendices

Introduction

1.1 This tender document provides instructions to tenderers and all other documents forming the tender information.

1.2 The purpose of the tender documents is to invite competitive tender submissions for a single stage fixed price lump sum contract, for the electrical infrastructure and chiller automatic switching works described herein at the International Maritime Organization, 4 Albert Embankment, London. (*Please note: works to supply and install trace heating systems will be sent out as an addendum during the tender period.)*

1.3 The employer, the Department for Transport (DfT), shall publish this tender on Contracts Finder for this procurement exercise. DfT's AWARD e-Sourcing portal will be used to release the tender document and administer the tender process. Access to the AWARD portal should be requested through the DfT procurement point of contact only, details of whom will be provided in both this tender documentation (1.6.2) and on the Contracts Finder website. All dialogue after this should go through the e-Sourcing portal.

1.4 Tenderers should read this tender document and its contents carefully before submitting a tender response. Failure to comply with the instruction for completion and submission of a tender response may result in elimination from the procurement exercise.

Proposed Timescales

1.5 The below provides indicative procurement timescales only and may be subject to change. No claim will be accepted for any bidding costs whatsoever or any claim for costs resulting from a decision not to proceed or withdrawal from all or any of the elements within the programme, deletion or addition to the programme or general protraction of the overall time frame.

Proposed Timescales	
Issue tender documents	**19 December 2018**
Site visits	**w/c 03 January 2018** **w/c 14 January 2018**
Deadline for clarification questions from tenderers	**17:00, 25 January 2019**
Deadline for tender responses	**12:00 noon, 01 February 2019**
Evaluation of tenders	**04 February – 18 February 2019**
Contract award	**28 February 2019**
Contractor mobilisation	**2 weeks**
Construction start	**22 July 2019**
Completion	**06 September 2019**

Instruction to Tenderers

1.6 Registration and access to tender document

.1 DfT shall issue e-Sourcing portal registration to Tenderers requested through Contracts Finder. This tender document shall be available to Tenderers through the e-Sourcing portal only.

.2 Tenderers will be required to register onto the e-Sourcing portal. To register, an email detailing name and email address should be sent to Darren.Spencer@dft.gov.uk or Costaki.Costi@dft.gov.uk and copied to Elaine.Teoh@mcga.gov.uk.

1.7 Clarifications during the tender period

.1 If Tenderers require answers to queries raised during the tender period, clarifications will only be accepted through the AWARD e-sourcing portal. The portal allows for confidential queries if the query is of a sensitive nature (in which case, the response will not be shared with other Tenderers). The Tenderer can create a query under the 'Communication' tab of the portal. Questions will be answered within 2 working days where possible.

.2 The Tenderer is made aware that when a query is raised on the AWARD e-sourcing Portal (either by the bidder or by / on behalf of the purchaser), and a reply is submitted the query then becomes closed. A new query will then need to be opened if further dialogue is required. The Tenderer should be aware of the deadline for submitting tender clarifications as no response will be given after this date / time.

.3 Clarifications (that are not marked confidential) will be made available to all Tenderers.

1.8 Basis of tender

.1 The Tender figures quoted are deemed inclusive of all overheads and exclusive of Value Added Tax (VAT).

1.9 Amendments and exceptions

.1 If offering any amendments or exceptions to the tender documents, Tenderers must list each and every proposed exception and amendment to the Contract Agreement.

.2 Tenderers must describe and give reasons for each proposed exception and amendment and state any effect on their proposal (including the commercial terms) if the Department for Transport (DfT) reject the proposed exceptions and amendments.

.3 Tenderers should note that alternative tenders will only be considered if accompanied by a tender complying in full with the tender requirements. Failure to do so may eliminate the Tenderer from consideration.

.4 An alternative Form of Tender is included in the documents for the Tenderer to submit a tender based on their optimum or preferred contract duration if applicable.

.5 Where the Employer agrees any changes to the proposed contract documentation then all such changes shall be word processed into the proposed documentation by the Employer.

1.10 Canvassing and collusive tendering

.1 Any Tenderer who directly or indirectly canvasses any employee of the Department for Transport or the International Maritime Organization concerning the preparation of tenders or the award of the contract for provision of the services will be disqualified.

.2 Any Tenderer who undertakes or engages in the following shall be disqualified:

- Fixes or adjusts the amount of their tender by or in accordance with any agreement or arrangement with any other person, or;
- Discloses to any other party, other than upload onto the AWARD e-sourcing portal, the amount or their proposed tender (except where such disclosure is made in confidence in order to obtain quotations necessary for the preparation of the tender or for insurance or a contract guarantee bond), or;
- Enters into any agreement or arrangement with any other person that they shall refrain from tendering or as to the amount of any tender to be submitted, or;
- Offers or agrees to pay or does pay or gives any sum of money, inducement, or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any tender or proposed tender for the services any act or omission.

1.11 Tender offer

.1 The Tenderer is to provide a tender offer based on the tender documents and information received.

1.12 Procurement route

.1 This project will be tendered and generally administered on the basis of a single stage process.

.2 Following submission and assessment of the tender returns, a single preferred Contractor will be selected.

.3 Following agreement of costs and programme the Contract Documents will be prepared and a full Contract will be awarded.

1.13 Form of contract

.1 The form of contract is the NEC4 Engineering and Construction Contract (ECC) Option A.

.2 Acceptance of the NEC4 contract conditions is a mandatory requirement for contract award. The employer reserves the right to disqualify any bidder from the procurement process, or to refuse to award the contract on the basis of a failure to accept the contract conditions.

1.14 Site visits

.1 Site visits shall solely be administered through the e-Sourcing portal.

.2 On this visit, the Tenderer is deemed to have satisfied themselves as regards to: the means of access to the contract location; the risk of injury or damage to property in the contract location or to the occupiers of such property; the conditions under which the works may be carried out; the supply of and conditions affecting labour and generally to have obtained their own information on all matters affecting the execution of the works including the coordination and integration of the proposed works into the existing structure and environment.

1.15 Tender return

.1 The Tenderer shall provide an electronic version of their tender and submit it to the DfT Group Commercial Services AWARD Portal by the deadline of noon on **01 February 2019.** Tenderers are required to provide the following information as part of their tender return. This information shall form the basis of the tender assessment. No documents or information other than the tender response and the required supporting information should be submitted. Only in exceptional circumstances will the DfT consider accepting a response beyond this deadline.

.2 **Tenderer's shall ensure that there are no documents or references within the quality submission that relate to their price offer – if this does occur, the tender will be disqualified.**

.3 The Tenderer should make it clear within the format of their submission which file / document section relates to which required field. For example, by naming the file by the requested information, e.g. 'Delivery Team Details.pdf'

.4 A checklist is provided overleaf for the Tenderer's use when collating their complete offer.

.5 Documents noted as 'Mandatory' must be submitted by tenderers as part of their tender return. Documents 'To be scored' are also required on a mandatory basis and will be assessed against the scoring criteria outlined within this document. Documents noted as 'For information' will need to be submitted post-tender and prior to contract award.

Tender Evaluation Documents		
Documents to be returned	**Requirement**	**Checkbox** (for Tenderer's use)
To be submitted under the quality submission title of the e-Sourcing portal only		
1. Completed Company Information pro-forma, including number of reportable incidents (appendix A)	For Information	
2. Valid insurances certificates to the minimum level of cover stated within the Contract Data	For Information	
3. Company Credit Report	For Information	
4. Completed response to Quality Evaluation (Section 1.22 / Stage 3 evaluation) including: • Q1 – Delivery Team Details • Q2 – Method Statement • Q3 – Programme / Planning • Q4 – Quality Management • Q5 – Health and Safety Management • Q6 – Commissioning, Handover and Maintenance	Mandatory - To be scored	
5. Confirmation that any tender amendments have been incorporated (issued with tender amendments accordingly)	Mandatory	
6. Confirmation of acceptance of additional / amendments to NEC4 ECC Option A clauses (as applicable)	Mandatory	
7. Confirmation of acceptance of the programme of works or alternative programme, including a statement of any proposed changes	Mandatory	
8. Provide a list and details of all subcontractors and the work for which they will be responsible. The contractor will be expected to engage with the same subcontractors listed post contract	For information	
To be submitted under the price submission title of the e-Sourcing portal only		
9. Completed Form of Tender(s)	Mandatory	
10. Completed Contract Data Part 2	Mandatory	
11. Fully Completed Pricing Schedule (No grouped or bracketed items)	Mandatory - To be scored	

.6 The Tenderer shall provide additional cost information if required by the Employer including breakdowns of cost headings to show how costs of individual items have been calculated. Such information is to be provided free of charge within 5 working days of the Employer's request.

.7 Tenderers may supply any additional information they consider necessary to supplement their tender submission. They must return the tender response in the same order as detailed above and provide any supplementary information in a clearly defined and separate section of their response.

1.16 Confidentiality

.1 Each party:

- Shall treat as confidential all information obtained from the other party under or in connection with the tender;
- Shall not disclose any of that information to any third party without the prior written consent of the other party, except to such persons and to such extent as may be necessary for tender purposes; and
- Shall not use any of that information otherwise than for the purpose of tender analysis

1.17 Tender Acceptance

.1 The Department for Transport does not undertake to contract with any party responding to this enquiry or to accept the lowest or any tender submitted.

.2 The Department for Transport reserve the right to cancel the procurement process at any point until Contract Award.

1.18 Expenses and Losses

.1 The Department for Transport will not be responsible for or pay any cost, expenses or losses which may be incurred by any Tenderer in preparing its tender or arising out of site visits or any presentations that may be required.

1.19 Qualifications

.1 The Tenderer shall submit a clean unqualified tender. Any qualified proposals should form separate alternative proposals as appropriate.

Tender Evaluation

1.20 Stage 1 – Compliance Check

.1 Following receipt of tender returns, a preliminary assessment of submissions will be undertaken to determine general compliance with the tender document requirements, including but not limited to whether:

- All the information required as part of the tender response has been provided;
- The tender response was submitted on time and is complete;
- An applicant has provided a submission that is in the specified format and;
- An applicant has complied fully with the requirements of the selection process set out in the tender and has not misrepresented any of the information supplied.

.2 Responses should be in the format as required by the tender documents. The compliance check will result in one of the following two evaluations: pass or fail.

.3 Where in the opinion of the contracting authority the applicant's response is deemed to be non-compliant or incomplete, the applicant may be excluded from further consideration and from the process entirely.

.4 Failure to provide information to an appropriate level of detail may render the application non-compliant and their evaluation may be taken no further.

1.21 Stage 2 – Mandatory Information

.1 Note, this is general information. These questions are for information only and will not be scored.

Company information

1. Please provide the following details of your organisation:

- Registered name and Trading name (if different)
- Head office address and Correspondence address (if different)
- Name of contact acting on behalf of applicant
- If part of a group, please state the ultimate holding company
- Company registration number
- Country of registration
- VAT number
- Legal status (PLC, private company, partnership, sole trader, registered charity, non-profit making trust etc.)

A pro-forma for this information is provided within Appendix A.

Insurances

2. Please provide details of your insurance cover for the following policies to the minimum level of cover as stated within the Contract Data:

- Employer's liability
- Contractor's all risks - Contractor's liability to the Employer for loss of or damage to the Employer's property
- Public liability

3. Applicants should note that it will be a condition of contract that all of the above insurances are in place. Failure to provide the minimum levels required will mean that your tender will not be considered further.

Economic and Financial Standing

4. Please provide a credit report that has been completed within the last 2 months. The credit report should be supplied by Dun & Bradstreet or approved equivalent**.**

Health and Safety

5. How many accidents (notifiable to the HSE) have you had in the last 3 years? Please attach a summary of your reportable accidents, dangerous occurrences and notifiable diseases record for the past 3 years.

   A pro-forma for this information is provided in Appendix A.

.2 The employer reserves the right to disqualify any bidder from the procurement process on the basis of information received or the lack of information.

Tender Evaluation

1.22 Stage 3 – Quality Evaluation

.1 Tenderers who meet the compliant and minimum standards set in Stages 1 and 2 will be assessed against quality / price criteria below. The weighting split shall be 70% quality and 30% cost.

.2 **Tenderer's shall ensure that there are no documents or references within the quality submission that relate to their price offer – if this does occur, the tender will be disqualified.**

Quality Evaluation

1. The Tenderers responses to each of the Quality Evaluation Sections will be scored 0-5. To achieve consistency in scoring, the evaluation team will use the scoring guidelines below.

Quality Evaluation Criteria	
Description	**Score**
Unacceptable - Failed to address the criteria. No response is provided or the response is not relevant to the question	0
Poor – Not deliverable. The response significantly fails to meet the standards required, contains significant shortcomings and / or is inconsistent with other proposals	1
Shortcomings – Not deliverable. The response falls short of achieving the expected standard in a number of identifiable respects.	2
Satisfactory – Deliverable but with some minor shortcomings. The response meets the requirement in certain material respects and provides certain information which is relevant, but which is lacking or is inconsistent in material respects	3
Good – Fully deliverable in all respects. The response meets the requirement in most material aspects, but is lacking or inconsistent in some minor respects	4
Very Good – Fully deliverable and provides added value. The response meets the requirements in all material respects and is extremely likely to deliver the required output / outcome	5

.3 The scores will be assessed and weighted in conjunction with the above Quality Evaluation Criteria. A moderation meeting will be held where Tenderer scores will be reviewed and agreed by the Evaluation Panel. Tenderer total scores will then be multiplied by 70% to reflect a quality weighting. A minimum total quality score of 50% (of the available 70%) is required to pass this stage of the evaluation.

Sections	Component	Weighting %
1	**DELIVERY TEAM DETAILS**	
	Scope: Describe the make-up of both the design and construction teams, including Principal Contractor, Services Designer, as well as key sub-contractors; describe roles, responsibilities, management resource, and relevant expert input to the project (of both the directly employed project resource and sub-contracted works).	25%
	Basis for Evaluation: Bidders will be assessed against the structure resource profile of their proposed delivery team; roles and responsibilities of their team members including input at senior management level and relevant specialists.	
	Delivery Format: Written statement, maximum **500 words**, plus, **but limited to 5 sides of A4,** project-relevant annexes organogram / diagrams; roles and responsibilities; management resource allocation; CV's of management team and key experts that will be used.	
2	**METHOD STATEMENT**	
	Scope: Describe the overall approach to the project delivery, including: understanding of technical requirements; logistics, environmental considerations (e.g. treatment of construction related waste), understanding of phasing; working in occupied buildings; communication with Project Manager; Designers; DfT; IMO; and FM Provider; methodology and approach to remedying issues. The response should also include examples of previous projects (of a similar nature and value – i.e. Projects below £500,000), as well as a specific example of the contractor's response when matters have gone wrong on such a previous project, including the methodology and approach taken to remedy the issue.	25%
	Basis for Evaluation: Bidders will be assessed on their approach to, and understanding of the project requirements, including: • technical demands, • occupied building requirements, • housekeeping / ensuring a tidy site, • a logistics plan including details of carrying out initial surveys, cleaning regime, storage procedures, methods for protection, and methods of separating site, • proposals for communication and interface with the client and building management team, • explanation of problems encountered on an appropriate previous project, including details of a rectification plan put in place, and how systems were changed to prevent the issue reoccurring on future projects.	
	Delivery Format: Written statement, maximum **800 words**, plus supporting diagrams or processes.	

3	**PROGRAMME / PLANNING**	
	Scope: Show detailed understanding of activities, timescales and sequencing through phases, key dates and how progress is to be effectively monitored and reported with particular regard to sub-contractor coordination. Due to the nature of the proposed works, the work areas are sporadic across the building – please include detail of how this will be planned.	20%
	Basis for Evaluation: Bidders will be assessed on the comprehensive detail and logic applied to their tender programmes, and the robustness and effectiveness of their proposed monitoring, reporting and response regime.	
	Delivery Format: Programmes (Gantt Charts) for mobilisation, design, and construction phasing. Maximum **500 words,** plus supporting attachments to describe monitoring and reporting	
4	**QUALITY MANAGEMENT**	
	Scope: Describe quality standards held and the key elements of the QA plan proposed, highlighting primary responsibilities, and procedures and processes foreseen. Provide an overview of the design process and design sign-off procedures.	5%
	Basis for Evaluation: Bidders will be assessed on comprehensiveness, compliance and relevance of quality standards held and operated; how clear, relevant, comprehensive and verifiable their proposed Project Quality Plan is, including indicating the quality control programme, demonstrating compliance with the contract in regard to materials and workmanship, demonstrating the establishment of standards by means of sample installation and submission of samples prior to installation; handling of non-conformities	
	Delivery Format: Written statement, maximum **500 words**, complemented by project-specific draft Project Quality Plan (max. 10 pages).	

5	**HEALTH AND SAFETY MANAGEMENT**	
	Scope: Describe the overall management arrangements, roles and responsibilities in respect of H&S, highlighting primary procedures and processes proposed in respect of the project workforce and site, and building users. Identify any project specific risks and how these will managed. Due to the nature of the proposed works, the work areas are sporadic across the building – please include detail of how this will be managed from a health and safety perspective.	15%
	Basis for Evaluation: Bidders will be assessed on how specific, comprehensive, clear, relevant and verifiable their proposed draft Construction Phase H&S Plan is. (Do not include generic method statements or risk assessments).	
	Delivery Format: Written statement, maximum **500 words**, complemented by project-specific draft Construction Phase H&S Plan.	
6	**COMMISSIONING, HANDOVER AND MAINTENANCE**	
	Scope: Describe how the bidder will ensure the successful commissioning, compliance with specified standards detailed in the specification document, and handover and maintenance during phases through the project.	10%
	Basis for Evaluation: Bidders will be assessed on the robustness of their management approach, how programming considers this, how documentation requirements will be met, handling of maintenance regimes, and proposed response to defects.	
	Delivery Format: Written statement, maximum **500 words,** plus any relevant diagrams or sample documents.	

1.23 Stage 4 – Price Evaluation

Price Evaluation

1. 100 points will be awarded to the lowest tender with all other (higher) tenders marked lower than 100 points on a pro rata basis. Price evaluation to include for all breakdowns and additional prices requested. Points scored will then be multiplied by 30% to reflect an overall price weighting. The Quantity Surveyor is responsible for scoring the price and will seek input from the relevant consultant where required to evaluate Tenderer's assumptions / exclusions.
2. The price percentage attributed will be added to the quality score to give an overall price / quality score for each submission received.

1.24 Overall Evaluation

.1 At this stage the Tenderer scores will be ranked in order. In the unlikely event that a post tender interview is required, it will be for the sole purpose of clarifying the methodology only. Normally the contract will be awarded to the highest scoring tender return without a post tender interview. Feedback to all Tenderers will be provided on conclusion of the tender exercise.

.2 The Tenderer should note that if the Client Organisation either decides not to accept any submission or to abandon the procurement process at any stage it will not be responsible for any costs which the Tenderer may incur / have incurred as a consequence of the Client Organisation's decision.

1.25 Stage 5 – Post Tender Interviews

.1 The Department for Transport reserves the right not to interview. Tenderers should submit comprehensive tenders and **not** assume that post tender interviews will take place.

.2 The Department for Transport shall, in the first instance, seek clarification to tender responses before resorting to post tender interviews.

.3 Where further clarification of the methodology from Tenderers is required, post tender interviews may be conducted. If conducted, all Tenderers who passed the threshold for quality submission will be invited and every interview will follow the same scripted questions. The same interview agenda will be issued to all Tenderers invited for interview.

.4 Interviews are for the purpose of clarification only and any new material introduced by bidders will be discounted. Scores will be adjusted only if the clarification of a point makes a key difference. Quality scores will not be adjusted for anything else e.g. ideas suggested in interview that were not in the tender, rapport with project team, etc. The quality score will not be adjusted beyond 15% of the original score.

.5 An interview agenda will be issued to all shortlisted parties to ensure consistency between Tenderers. The Evaluation Panel will re-assess the moderated quality scores based upon Tenderer responses in the interview. Overall scores will then be adjusted as appropriate applying the evaluation criteria above.

Important Notes

1.26 The contractor must make due allowance in their tender for all costs associated with dealing with the implications of any restricted access, times for loading/unloading, including any out of hours working and deliveries required to complete the works.

1.27 No claim by the Tenderer for additional payment will be allowed on the grounds of any misunderstanding or misapprehension in respect of any such matter or otherwise, or on the grounds of any allegation or fact that incorrect information was given to them by any person whether in the employment of the Employer or not, or of the failure on their part to obtain correct information, nor shall the Tenderer be relieved from any risks or obligations imposed on or undertaken by them under the Contract on any such grounds.

1.28 The Tenderer is to allow within their tender price for all costs associated in liaising, co-coordinating, providing access etc. and working with the Employer. This will include but is nt limited to the attainment of all necessary passes, permits, licences and approvals to carry out or facilitate all elements of the works.

1.29 The Tenderer is deemed to have fully acquainted themselves with the tender documents and to have taken into account in their tender price, for all matters affecting the contract works.

1.30 **Tenderer's shall ensure that there are no documents or references within the quality submission that relate to their price offer – if this does occur, the tender will be disqualified.**

Appendix A

Pro-forma for Company Information and Health and Safety Incidents
[Please refer to separate document]

Appendix B

Contract Data Part 1 and Pro-forma for Part 2
[Please refer to separate document]

Appendix C

Site Information

DEPARTMENT FOR TRANSPORT

Electrical Infrastructure and Chiller Automatic Switching Works

Site Information

November 2018

FAITHFUL+GOULD

Document Status					
Revision	**Date**	**Status or comment**	**Prepared by**	**Checked by**	**Authorised by**
	20 November 18	Tender issue	A Bell	S Guild	S Guild

Disclaimer

This document and its contents have been prepared and are intended solely for the Client's information and use in relation to the electrical infrastructure and chiller automatic switching works at the International Maritime Organization Building.

Faithful+Gould assumes no responsibility to any other party in respect of or arising out of or in connection with this document and/or its contents.

Copyright

Contents

1.0 Introduction

The site information document is organised into sections under the Works Information structure. These sections provide clear and precise statement of the Employer's Requirements.

SI 100 The Site

The address of the site is the International Maritime Organization Building, 4 Albert Embankment, London SE1 7SR.

Please refer to the following information: -

- *Scope* included within Appendix D
- Drawings and Specification document in Appendix E.

List of Drawings and Specifications:

Reference	Revision	Description	Dated
SPECIFICATIONS			
7098	001	Specification for the LV Maintenance and Chiller Auto Change Over/Upgrade Works	December 2018
DRAWINGS			
7098-SW-E-001 P	-	LV Maintenance and Chiller Auto Change Over/Upgrade Works	November 2018
7098-SW-E-002 P		LV Maintenance and Chiller Auto Change Over/Upgrade Works	November 2018

SI 200 The Construction Area

As defined within the *Scope* of the tender documents and the *Specification and Drawings*.

Andy Bell

Building Surveyor

Faithful+Gould
UK AND EUROPE

T +44 (0) 2032 148 981

E Andy.Bell@fgould.com

FGOULD.COM

Appendix D

Scope

DEPARTMENT FOR TRANSPORT

Electrical Infrastructure and Chiller Automatic Switching Works

Scope

November 2018

FAITHFUL+GOULD

Member of the SNC-Lavalin Group

Document Status					
Revision	**Date**	**Status or comment**	**Prepared by**	**Checked by**	**Authorised by**
	20 November 18	Tender issue	A Bell	S Guild	S Guild

Disclaimer

This document and its contents have been prepared and are intended solely for the Client's information and use in relation to the electrical infrastructure and chiller automatic switching works at the International Maritime Organization Building.

Faithful+Gould assumes no responsibility to any other party in respect of or arising out of or in connection with this document and/or its contents.

Copyright

Contents

Introduction

This Scope document is organised into the sections outlined under the works information structure. These sections provide clear and precise statement of the Client's requirements.

WI 100 Description of the Works

WI 105 Description of the Works

The works will comprise of, but not be limited to, the following:

1. Electrical infrastructure upgrade works, the installation of automatic switching to the chillers, and installation of trace heating systems

The above works will include making safe, decommissioning, disconnections, removal, disposal of the redundant plant, equipment and associated infrastructure and replacement new as required by the Drawings and Specifications at the International Maritime Organization (IMO), 4 Albert Embankment, London SE1 7SR.

WI 110 Project Objectives

The objectives of this project include the delivery of the works defined within the *Scope*. The works need to be coordinated with the on-going building use to ensure that no disruption is caused to the day to day operations. The project is to be delivered on time and within budget.

Essential to the successful delivery of the project is project reporting to the various stakeholders involved with the project. It is envisioned that this will be done through email updates and progress meetings described within this document.

WI 115 Provision of Temporary Construction Supplies

The Contractor shall maintain the security of the sites at all times and ensure that no mains services or security services are disrupted during the works.

WI 120 Construction Site Welfare Facility

- Site welfare facilities shall be provided on site for the contractor's use during the construction period. The contractor shall maintain and clean the welfare facilities during this time.

WI 125 Miscellaneous Scope of Works

The Contractor shall:

- Ensure that all internal and external paths and roads are kept clean from any Construction arising.
- The Contractor shall provide adequate signage and barriers to dictate the bounds of the site.
- Once removed the Contractor shall clean and make good walls, ceiling and floor finishes.

- Manage the loading, distribution across site, horizontal movement of all the Contractors own construction materials within the site,
- Develop and submit to the Project Manager for his approval prior to start on site a Site Waste Management Plan for these works,
- Provide all necessary skips to accept waste produced as a result of the works. Disposal of wastes must comply with the approved Site Waste Management Plan. The Contractor shall advise on the preferred strategy for segregation of waste, i.e. on site, or at a recycling depot and confirm exact proposals with the Project Manager,
- Ensure all skips are covered at all times to prevent rainwater ingress, dust release and flying debris,
- Supply, position and maintain all necessary CoSHH storage containers, flammable materials storage, fuel containers, tool storage, spill kits and fire extinguishers.

WI 130 Permanent Works

The Contractor shall undertake the works as detailed in the specification, and all other contract documents.

WI 200 General Constraints on how the Contractor provides the Works

WI 205 General Constraints

Use of the Site

Do not use the site for any purpose other than carrying out the Works.

Access to the Site

For the access to each of the plantrooms within the building the Contractor will be accompanied by an IMO employee. The works are to be sequenced on a plantroom-by-plantroom basis. All access is via main entrance and the Principal Contractor is to operate a signing in/out procedure in addition to the main IMO reception.

Deliveries

Delivery of all major equipment shall be out of normal working hours, preferably on a Saturday. All deliveries should be directed to the loading bays at the rear of the building (Lambeth High Street).

Noise and Vibrations

The Contractor shall ensure that in providing the Works noise prevention is maximised and the Contractor shall comply with the following in addition to applicable law:

- Equipment where practicable is to be electrically powered,
- Noise from compressors used on the Site is minimised, either by using only models fitted with effective silencers and properly lined and sealed with acoustic covers all to the design of the manufacturers of the compressors, and/or by the use of effective acoustic screens around the noise,
- Ancillary pneumatic percussion tools used on the Site are fitted with silencers of a type recommended by the manufacturers of the tools,
- All compressors, silencers or other equipment are maintained in good and efficient working order and not have been altered in such a way that the noise caused in operation is made greater by the alteration and
- It does not contravene the relevant provisions of the Control of Pollution Act and reduces noise and vibration levels to a minimum at all times, and have regard to BS 5228 Noise and Vibration levels to a minimum at all times, and have regard to BS 5228 Noise and Vibration Control on Construction and Open Sites and the Noise at Work Regulations 2005.
- The Contractor shall minimise the effect of any vibration by utilising non-percussive construction methods (where reasonably practicable and unless otherwise agreed with the Project Manager. If any cessation of activities is required due to excessive vibration or noise, then the Contractor stops work immediately and re-plans his work in agreement with the Project Manager, such agreement shall not be unreasonably withheld.

Working Hours

It is anticipated that the work will be completed during 'core' (Mon-Fri, 8am-6pm) working times and also outside of working hours. Working out of hours will require prior approval with the Project Manager a minimum of 2 days in advance.

Tenderers are reminded that the works are due to be completed within an occupied building. Any work that involves disruption to electrical services, lifts, or other facilities within the building shall be completed outside of main events. Typically during event weeks the building will be in occupation Monday – Friday between 8am-8pm, occasionally there will be functions that run later into the evening (specific dates will be confirmed at the progress meetings). The bidder should make all necessary allowances within their offer for the required management and coordination and working out of hours as necessary to deliver the contract works within an occupied building.

Parking

The International Maritime Organization cannot guarantee any parking on site for use of the Contractor or his employees, but there will be times when some parking may be available. The Contractor is to liaise daily with the building management as to the availability of onsite parking. In the event that no parking is available, the Contractor is to assess local parking provisions and make local arrangements for parking, unloading materials etc.

Use (or non-use) of Explosives

Use of explosives will not be permitted.

Restrictions on the use of Hazardous Materials

The Contractor shall comply at all times with the Control of Substances Hazardous to Heath (COSHH) Regulations.

The Contractor shall ensure that any refrigerant used in air conditioning units is non-ozone depleting.

Where COMAH (Control of Industrial Major Accident Hazards) relevant materials are to be stored at the Client's site the Contractor shall provide the Project Manager with full details of such materials prior to storage or use on site in line with the relevant requirements identified in the regulations and produce a Contractors COMAH Control plan being issued in duplicate for acceptance by the Project Manager.

All waste materials shall be segregated, where possible, to permit recycling. Hazardous waste shall be stored and disposed of in accordance with the Contractors Site Waste Management Plan.

The Contractor shall put in place suitable emergency response arrangements for accidental and unplanned leakage/spillages.

Pollution, Ecological or Environmental Impacts

The Contractor shall prevent the occurrence of pollution within the boundaries of the Site, the works and the general environment including nearby surface water sewers and waterways. If pollution occurs, the Contractor informs the Project Manager without delay and provides all the relevant information.

The Contractor shall comply with all applicable law including the Environmental Protection Act 1990, Special Waste Regulations1996 (amended 1997, 1997, 2001, 2001), and The Control of Asbestos at Work Regulations 2002.

The Client expects, as a minimum, that the Contractor will conserve material and energy resources, reduce waste, minimise use of substances damaging to health and environment, minimise pollution (including that of material, light and sound), establish an effective environmental management plan system and publish a statement of environmental performance.

Use of pesticides is not permitted.

The Contractor shall use best practicable means to control and suppress levels of dust generated by operations performed by the Contractor on the Site. Tools with dust capture equipment shall be used at all times where such equipment is commercially available.

The Contractor shall be responsible for all necessary temporary measures on Site, in order to minimise the migration of dust from the Site and as far as reasonably practicable prevent dust arising from the works from getting into adjacent areas.

The location and sitting of any fume emitting devices adjacent to fresh air inlets or ventilation plant is not permitted. The Contractor shall remove on a regular basis accumulated dust and debris within the Site during the works.

The Contractor shall report immediately to the Project Manager any suspected asbestos based materials discovered during the works. The Contractor shall avoid where possible disturbing such materials and shall agree with the Project Manager methods for taking samples for analysis and the measures required for safe removal.

Where instructed to remove material affected by fungal/insect attack from the building, the Contractor shall minimise the risk of infecting other parts of the building and carry out and keep records of appropriate tests to demonstrate that hazards presented by concentrations of airborne particles, toxins and other micro-organisms are within acceptable levels.

Interface between the Works and Existing Building

The IMO building will remain in occupation throughout the works, and will be used by IMO staff and visitors.

The building is extremely busy and hosts international visitors and representatives who attend conferences and technical committees regarding international maritime law and standards. Some conferences have many hundreds of attendees. The main conference areas and meeting rooms are on the lower levels Ground, First and Second, with the restaurant facilities on the fourth floor where delegates take both mid-morning and afternoon breaks and lunch.

Damage will be prevented to existing buildings, fences, gates, walls, roads, paved areas, existing works, structures or any other property or site features which are to remain in position during the execution of the works.

Damage will be prevented to existing buildings, fences, gates, walls, roads, paved areas, existing works, structures or any other property or site features which are to remain in position during the execution of the works.

The Contractor is to check proposed methods of work for effects on adjacent structures inside and outside the site boundary before and during the execution of the works. This can include but is not limited to:

- Providing and maintaining all incidental shoring, strutting, needling and other supports as may be necessary to preserve stability of existing structures on the site or adjoining, that may be endangered or affected by the Works,
- Not removing any of the above until new work is strong enough to support existing structure,
- Preventing overstressing of completed work when removing supports and
- Monitoring and immediately reporting excessive movement of adjacent structures.

- Notify all service authorities, statutory undertakers and/or adjacent owners of proposed works not less than one week before commencing site operations. Before starting work, check and mark positions of mains/services. Where positions are not shown on drawings obtain relevant details from service authorities, statutory undertakers or other owners.

Occupied Premises and Users

Existing buildings will be occupied as stated above. It is imperative that the Contractor discusses and understands the needs of occupants and users and matters regarding to the relationship of the works with occupants and users and any specific working arrangements or directions before starting on site. A meeting is to be set up by the Project Manager before starting on site with the Client, Contractor and other relevant parties.

The Contractor is to carry out the works without undue inconvenience and nuisance and without danger to occupants and users.

Notwithstanding any of the Contractor's obligations, the Contractor shall comply with all instructions or directions given by the Client in these matters.

WI 210 Confidentiality and Freedom of Information

The Contractor has the right to use the Works Information or any other material provided by the Client only to provide the Works and subject to the limitations set out in the Works Information.

The Parties do not disclose to others information obtained in connection with the works/service except to the extent required by the law of the contract or when necessary to carry out their duties under this contract.

The Contractor may publicise the works/service only with the Client's written agreement.

WI 215 Security and Protection of the Site

Following occupation of site the Contractor shall take full responsibility for setting up, maintaining and removal upon completion of the security of the site. The Contractor shall address the following items immediately in accordance with their requirements under the CDM Regulations 2015:

- Secure all boundaries to prevent unauthorised access,
- Provide bulkhead lighting at no less than 2m high to light adjacent entrances,
- Provide site signage. Size and content to be approved by the Client,
- Provide separate vehicular and pedestrian gates,
- Ensure that all employees and visitors sign in and out. All visitors are to wear Main Contractors branded corporate clothing and PPE.

WI 220 Security and Identification of People

All visitors initially visiting the site are required to provide photo identification ideally passport or driving licence.

The Contractor shall provide all workmen including sub-contractors with an identity badge or corporate clothing which must be worn at all times when on site to allow easy identification.

The Contractor shall put in place a robust strategy for the control of access to the site compound. The exact specification of the measures to be put in place will be agreed with the Project Manager and CDM-Advisor.

A formal signing in procedure will be utilised to allow a record of all personnel on site to be maintained throughout the duration of the construction phase.

WI 225 Protection of existing Structures and Services

Damage will be prevented to existing buildings, fences, gates, walls, roads, paved areas, existing works, structures or any other property or site features which are to remain in position during the execution of the works.

The Contractor is to check proposed methods of work for effects on adjacent structures inside and outside the site boundary before and during the execution of the works. This can include but is not limited to:

- Providing and maintaining all incidental shoring, strutting, needling and other supports as may be necessary to preserve stability of existing structures on the site or adjoining that may be endangered or affected by the Works.
- Not removing until new work is strong enough to support existing structure.
- Preventing overstressing of completed work when removing supports.
- Monitoring and immediately reporting excessive movement of adjacent structures.
- Notify all service authorities, statutory undertakers and/or adjacent owners of proposed works not less than one week before commencing site operations. Before starting work, check and mark positions of mains/services. Where positions are not shown on drawings obtain relevant details from service authorities, statutory undertakers or other owners.

Work Adjacent to Services:

The Contractor is to comply with service authority/statutory undertaker's recommendations and adequately protect and prevent damage to services. Do not interfere with their operation without consent of service authorities/ statutory undertakers or other owners.

Identifying services:

Below ground; use signboards, giving type and depth.

Damage to Services if any results from Execution of the Works:

The Contractor shall immediately give notice and notify appropriate service authority/statutory undertaker and make arrangements for the work to be made good without delay to the satisfaction of service authority/statutory undertaker or other owner as appropriate. Any measures taken to deal with an emergency will not affect the extent of the Contractor's liability. Marker tapes or protective covers must be replaced, if disturbed during site operations, to service authority's/statutory undertaker's recommendations.

Building Interiors

The Contractor shall prevent damage from exposure to the environment, including weather, flora, fauna, and other causes of material degradation during the course of the work.

WI 230 Protection of the Works

Safeguard the Works, products and materials from damage and theft. Take all reasonable precautions to prevent unauthorised access to the site, the Works and adjoining property. The exact measures put in place for security of the site will vary dependent upon the nature of the scheme being carried out. All costs associated with security shall be met by the Contractor.

WI 235 Cleanliness of Roads

Ensure that all public areas and site entrance are kept clear and clean of building or other materials and free from mud, dirt, debris and other deleterious matter at all times and that all vehicles leaving the site are clean and properly loaded. Protect at all times public access, to the site and make good any damage at the Contractor's expense. The Contractor shall comply with the requirements of the planning consent.

Where applicable the Contractor shall ensure that all surfaces, gullies and drains are kept free of debris and rubbish from their works at all times and are left in good order and in a condition acceptable to the Project Manager and Local Authorities.

Provide all necessary temporary crossovers, ramps etc. all of sufficient strength to protect the existing floors and stairs from damage.

Make good to the satisfaction of the Client, Local Authority or other owner any damage caused by site traffic or otherwise consequent upon the Works.

WI 240 Traffic Management

Contractor's parking shall be as discussed in WI 205. Parking on adjacent roads and highways shall not be permitted.

Where required by the Local Planning Authority, undertake a traffic impact assessment of the site for construction phase. Implement practices, signage and temporary routing as recommended.

Report any restrictive condition imposed by the Highway Authority, LA or Police. Do not accept on behalf of the Client any restrictive parking or access conditions unless instructed to do so by the Client.

Generally, undertake the following in respect of vehicle routing and access:

- Transport contractors should be instructed as to the most suitable route to the site, avoiding residential areas, schools, narrow lanes etc.
- Ensure adequate areas are available for waiting/parked delivery vehicles away from properties and off any public rights of way. Such vehicles should turn off engines whilst waiting,
- Wherever possible do not accept part loads to minimise transport requirements,
- Restrict deliveries to out of hours where possible, unless specifically agreed in advance with the Project Manager.

Delivery of Materials:

Site access should be controlled.

Vehicles which are poorly maintained, in particular any with oil/hydraulic leaks or those emitting smoke, should be refused entry to site,

Deliveries should be supervised, especially where hazardous materials, fuels and other liquids are involved,

Vehicles should turn off engines whenever possible, especially when parked on site.

Do not use horns, sirens etc. unless absolutely required to do so, due to the nature of site.

WI 250 Consideration of Others

Noise (both Constructional and Operational)

Address by removing or attenuating the level of noise produced by the site (the contractor is reminded that noise is a Statutory Nuisance under The Environment Protection Act 1990, and abatement notices can be served to control noise controlled by the Local Authority). The Contractor is encouraged to use noise modelling software to mitigate any problem. As a minimum whilst on site the Contractor shall instigate the following:

- Place machinery on hard surfaces to avoid ground borne vibration,
- Locate noisy equipment far away from offices area in use and/or sensitive areas if possible,
- Make sure engine doors are closed at all times on plant machinery to minimise their noise emissions,
- Ensure vehicles are not left running unnecessarily,
- Investigate the use of noise insulation equipment in the body of noisy machines,
- Survey the local area for evidence of damaged structures which may be affected by vibration and

Odour (both Constructional and Post Constructional)

Allow for removing or mitigating the production of noxious or offensive smells legally known as Malodour (the Contractor is reminded that malodour may constitute a Nuisance under The Environment Protection Act 1990, and abatement notices can be served to control noise controlled by the Local Authority).

Plant Operation

Vehicle use and operation of plant (e.g. including standby backup generators and spraying or evaporating volatile odorous materials such as paints or solvents) will produce fumes which can be considered as offensive or a nuisance. Provide design to mitigate impact of operation.

Dust

Key Legislation and Guidance:

- Environmental Protection Act 1990,
- Air Quality Limit Values Regulations 2003 and
- Control of Pollution Act 1974 (COPA 1974) as amended 1989.

Consider all forms of dust generation, which may occur on site. In order to limit the build-up of dust on site and transportation to neighbouring areas the following steps should be taken where applicable:

During prolonged dry periods, damp down vehicle routes or pedestrian routes, and materials stores. This should be done with a fine spray and needs to be carefully managed to ensure that silty water and run off isn't produced.

Cover any loose materials,

Ensure that dust generating activities such as cement mixing, grinding, and cutting are carried out in enclosed or shielded areas and where possible using wet cutting techniques and

Burning waste on site should not be permitted.

Vehicles

Ensure that all loads are covered, site speed limits are set and enforced on site (more dust is generated at higher speeds) and if possible using a hard surface at the entrance to a site will reduce the dust generated when vehicles enter and leave a site.

Land Contamination (both site and adjacent sites)

Storage of oil for any oil storage tank, drum on other container exceeding 200 litres above ground is governed by the following key legislation and guidance:

- The Control of Pollution (Oil Storage) (England) Regulations 2001,
- Water Resources Act 2007,
- Control of Pollution Act 1974 (COPA 1974) as amended 1989,
- PPG 1 General guide to the prevention of pollution,
- PPG 2 Above ground oil storage tanks,
- PPG 8 Safe storage and disposal of used oils and
- PPG 26 Drums & intermediate bulk containers.

It must be sited on an impervious base within an oil-tight bund with no drainage outlet. There must not be any damp course in the bund wall structure. The bund area must be capable of containing at least 110% of the volume of the largest tank or drum. All fill pipes, draw pipes and sight gauges should be enclosed within the bund. The tank vent pipe should be directed downwards into the bund. Individual drums must be stored on drip trays and located away from watercourses

WI 260 Control of Site Personnel

The proposals for the control of site personnel are to be agreed with the Project Manager and as a minimum the Contractor shall be responsible for compliance with the Client's site specific requirements detailed below:

Admission to the Building

When requested by the Organization, the Contractor shall furnish to the IMO Building Manager a list of the names, addresses, dates of birth and nationalities of all persons who are or may be at any time concerned with the work or any part thereof, specifying the capacities in which they are so concerned, and giving such other particulars as the IMO Building Manager may reasonably require.

Passes when issued by the Organization are required to be produced on demand by the Organization's security personnel or by the IMO Building Manager. Any distinguishing badges which may be issued by the Organization shall be prominently displayed at all times. Passes shall be returned at any time on the demand of the IMO Building Manager and in cases when the Contract has been terminated or when an individual to whom a pass has been issued ceases to be employed on the Contract.

If the Organization gives the Contractor notice that any person is not to be admitted to the building, the Contractor shall take all reasonable steps to prevent his being admitted.

The decision of the Organization as to whether any person is to be admitted to the building, and as to whether the Contractor has furnished the information or taken the steps required of him by this Condition, shall be final and conclusive.

Standards of Conduct

The Contractor's employees will be required to conduct themselves at all times in an appropriate manner, compatible with and with due regard to the international status of the Organization. In particular, they should conform to conditions and regulations required by such status as may be specified from time to time by the IMO Building Manager.

It should also be assumed that:

- The contractor will put in place and maintain a robust site induction procedure for all operatives and visitors and record the details of all individuals who have been inducted and
- All provisions for the above shall be detailed in the Construction Phase H&S Plan.
- Where appropriate, a permit-to-work system is to be adopted for works on electrical services, hot works, and works in confined spaces or any other high risk activities identified. Daily 'hot work permits' will be required where welding, cutting, grinding and the use of naked flames are undertaken. Plant, equipment or flammable materials must be covered with flame retardant materials (or removed) in areas where 'hot work permits' are in operation. In this case, continuous flammable atmosphere monitoring may be required and a fire watch maintained both during and for a period after the hot works have ceased.

WI 265 Site Cleanliness

The site is to be kept clean and tidy at all times. The Contractor is to clear all rubbish, arising from his or his subcontractors' activities, from the site at regular intervals as appropriate and upon completion of work and keep the building in a tidy condition. Redundant materials may only be removed from the site on the authority of the IMO Building Manager.

WI 270 Waste materials and Site Waste Management Plan

The Contractor shall remove all rubbish, dirt and residues from voids and cavities in the Construction before closing up and sealing.

The Contractor shall comply with the site waste management plan for the works in terms of segregation of waste.

The Contractor will provide skips into which waste shall be deposited.

To the extent that the Contractor is the producer of any waste material arising from the works he shall comply with all relevant legislation. The Contractor shall provide relevant information to the Project Manager to demonstrate compliance with these obligations.

The Contractor shall reduce waste wherever possible during construction, through any design requirements of the project and also ensure good practice in segregation and minimisation of waste is maintained through re-use and recycling and the identification of sourcing and use of environmentally and socially responsible materials.

Storage bins/skips should be covered where possible and situated away from office areas. The Contractor shall control volatile or highly odorous materials, control/minimise the storage of organic wastes on site and undertake regular collections and removals.

The Contractor shall provide protected and secure waste storage areas, including facilities for recycling for completed development and waste separation skips and actively encourage the careful separation of waste by employees and sub-contractor alike.

A Site Waste Management Plan is a legal requirement under The Site Waste Management Plans Regulations 2008, for all construction projects worth more than £300,000. The scheme should have one SWMP in place prior to construction and shall remain a 'live' document throughout the project.

Contractor's responsibilities:

- Produce the initial SWMP prior to construction work commencing,
- Obtain relevant information from sub-contractors,
- Keep and maintain the SWMP on site during the project,
- Ensure other contractors know where the SWMP is kept,
- Allow other contractors and client access to the SWMP during the project and
- Retain the SWMP for a minimum of 2 years after the completion of the project.
- The plan should be updated regularly by the Contractor to accurately reflect the progress
- of the project.

Level of Detail

The level of detail of the plan is dependent upon the estimated construction cost. For projects between £300,000-£500,000 the SWMP should contain the following:

- Types of waste removed from the site,
- Identity of the person/company who removed the waste and
- Site that the waste is to be taken to.
- For projects which exceed £500,000:
- Types of waste removed from the site,
- Identity of the person who removed the waste and their waste carrier registration number,
- Description of the waste,
- Site that the waste was taken to and
- Environmental permit or exemption held by the site where the material is taken.

Upon completion of the project, the plan must be reviewed to understand actual progress against planned progress and record any differences.

WI 275 Burning on Site

The Contractor shall not burn materials on Site.

WI 290 The Contractor's key People

The Contractor shall provide competent and appropriately experienced personnel to undertake the roles of key people identified in the Contract Data. The Contractor shall submit his proposal, providing evidence of the competency of personnel identified for responsible roles to the Project Manager for his acceptance.

Acceptance by the Project Manager of the key people stated in the Contract Data does not constitute acceptance that such individuals are suitable for the roles assigned to them or serve to relieve the Contractor of its duties or obligations under the contract.

WI 291 Sign Boards

The Contractor shall be responsible for installing sign boards for their own work area. The location of such boards, their layout, content, format and size is agreed with the Project Manager prior to erection. This will include as a minimum the notification of the following information:

- A copy of their Company Safety Policy,
- Valid Client's liability insurance certificate,
- Name, contact details and photograph of key site personnel,
- Current accident statistics,
- Local site rules of both the Client and Contractor,
- Names, contact details and photographs of nominated first aiders,
- Relevant Contractor safety alerts,
- Relevant Client safety alerts and
- Any other pertinent information relevant to the roles and responsibilities of all Contractor personnel and or information pertinent to the Works.

WI 292 Schedules of Condition prior to Works by Others

Where others require access to finished areas or make use of access ways prior to completion the Contractor and the Project Manager shall agree schedules of conditions for the purposes of identifying any damage by others.

WI 293 Site required good Neighbour Policy

The Contractor shall co-operate with any requirement of the Client to ensure the generation of a 'good neighbour' policy and with particular regard to noisy operations, taking into account the interests of adjacent and nearby building users and residents and in accordance with any planning conditions.

The Contractor shall work with the Client in co-ordinating and maintaining local resident and occupant liaison during the contract with the aim of promoting and maintaining excellent relationships with adjacent facility users, local residents and the general public.

WI 294 Discrimination

The Contractor shall not unlawfully discriminate either directly or indirectly on such grounds as race, colour, ethnic or national origin, disability, sex or sexual orientation, religion or belief, or age and without prejudice to the generality of the foregoing the Contractor shall not unlawfully discriminate within the meaning and scope of the provisions of relevant legislation including the Race Relations Act 1976 as amended, the Sex Discrimination Act 1975 as amended, The Sex Discrimination (Gender Re-assignment) Regulations 1999, The Employment Equality (Religion or Belief) Regulations 2003, The Employment Equality (Sexual Orientation) Regulations 2003, The Employment Equality (Age) Regulations 2006, the Disability Discrimination Act 1995 as

amended, the Equality Act 2010, the Equal Pay Act 1970, the Human Rights Act 1998, the Fair Employment and Treatment (Northern Ireland) Order 1998 or other relevant or equivalent legislation, or any statutory modification or re-enactment thereof.

The Contractor shall adhere to the current relevant codes of practice or recommendations published by the Equality and Human Rights Commission, and the codes of the three legacy commissions, the Commission for Racial Equality, Disability Rights Commission and the Equal Opportunities Commission and any Codes of Practice introduced by the Equality and Human Rights Commission to replace or supplement the above Codes of Practice. The Contractor shall take all reasonable steps to secure the observance of these provisions and codes of conduct by all contractors, employees or agents of the Contractor and all suppliers and Sub-contractors employed in the execution of this Contract.

The Contractor will comply with any request by the Authority to assist the Client in meeting its obligations under the relevant legislation and to allow the Client to assess the Contractor's compliance with its obligations under the relevant legislation.

Where any investigation is concluded or proceedings are brought under the relevant legislation which arise directly or indirectly out of any act or omission of the Contractor, its agents or sub-contractors, or staff, and where there is a finding against the Contractor in such investigation or proceedings, the Contractor will indemnify the Client with respect to all costs, charges and expenses (including legal and administrative expenses) arising out of or in connection with any such investigation or proceedings and such other financial redress to cover any payment the Client may have been ordered or required to pay to a third party.

WI 295 Government Skills and Apprenticeship Initiative

In line with the UK government commitment to expand apprenticeships in the public sector, the Contractor is encouraged to provide training and apprenticeship opportunities in their workforce and with their suppliers where it is appropriate to do so. Sub-contractors should also be encouraged to offer such opportunities as appropriate.

WI 296 Fire

The Contractor shall prevent personal injury, death, and damage to the works from fire. The Contractor shall comply with the Joint Code of Practice on the Protection from Fire of Construction Sites and Buildings Undergoing Renovation, known as the Joint Fire Code, published by the Construction Confederation and the Fire Protection Association that is current at any particular time.

The Contractor shall be responsible for the observance by himself and his workpeople or agents and by any sub-contractor of all safety precautions necessary or desirable for the protection of himself, his workpeople and any other person, including all precautions required to be taken by any Act of Parliament (whether general, local or personal) or any regulation or by law of any local or other authority, whether or not these are binding on the Organization.

The Contractor shall take all reasonable precautions to prevent loss or damage and to minimize the amount of such loss or damage or loss or damage caused by any other person. The Contractor shall comply with all fire instructions from time to time issued by the Organization.

The Contractor shall strictly comply with any statutory regulations whether or not binding on the Organization which govern the storage of explosives, petrol, fuel oil, chemicals and other materials brought on to the site.

The Contractor shall comply with any existing fire management system notified to it prior to commencement of the works on Site save to the extent that local arrangements may be entered into by the Contractor subject to agreement by the Fire Authority.

The Contractor shall ensure that in the carrying out of the works, fire engine access routes and fire exit routes to all structures on the Site are kept unobstructed, clean and clear at all times.

The Contractor shall participate in detailed discussions with the Project Manager to ensure that the interim arrangements for such access are maintained during the construction phase. The Contractor shall copy the minutes of any such meetings to the Project Manager.

WI 297 Smoking

Smoking is not permitted on the Site under any circumstances. The Project Manager will monitor these areas on the Site and carries out regular inspections to guard against the risk of fire including inspections and audits of all fire extinguishers.

WI 298 Surface, Storm and Foul Water

The Contractor shall prevent unauthorised discharge from his works into storm, surface and foul water sewers. The Contractor shall provide the works with the installation of adequate controls if discharging any storm, surface and foul water and apply to the Project Manager with an appropriate risk assessment for permission.

WI 300 Contractor's Design

Refer to the David Miles and Partners' Specification and Drawings section in Appendix E of the Tender Document.

WI 320 Client's Requirements

The project shall conform as a minimum with the Client's Work Information and performance standards described herein and set out below.

The following list sets out applicable standards that apply to this design. This contains a list of statutory codes, standards, regulations etc., current at the time of printing. These are not necessarily full, accurate or complete but are included to provide the Contractor with details on the scope and range of compliance with advisory, legal and statutory documentation and legislation that will be required.

In addition, the Contractor is to comply with all relevant statutory health and safety legislation and other good industry standards, including British, European and International Standards. Compliance with these regulations and guidelines shall be taken as those being in force or published as at the date of contract signature or foreseeable at the date of contract signature.

Statutory Legislation

The Building Regulations of England and Wales,

Occupiers Liability Act 1957 and 1984,

Town and Country Planning Legislation 1990 (with 1994 amendment),

Environmental Protection Act 1990,

Disability Discrimination Act 2005 and

Local by-laws.

Health and Safety Regulations

Corporate Manslaughter and Corporate Homicide Act 2007,

Fire Precautions Act 1971,

Highly Flammable Liquids & Liquid Petroleum Gas Regulations 1972,

The Dangerous Substances and Explosive Atmospheres Regulations 2002,

Health and Safety at Work Act 1974,

Working at Height Regulations 2005,

Asbestos (Licensing) Regulations 1983 (as amended 1998),

Workplace Exposure Limits; Health and Safety Executive,

Ionising Radiations Regulations 1999,

Gas Act 1986 (as amended 1995),

The Control of Noise at Work Regulations 2005,

Pressure Systems and Transportable Gas Containers Regulations 1989,

Electricity at Work Regulations 1989 - Health & Safety Executive 1989,

Food Safety Act 1990,

The Construction Products Regulations 2013,

The Personal Protective Equipment at Work Regulations 1992,

The Health and Safety (Display Screen Equipment) Regulations 1992,

Manual Handing Operations Regulations 1992 (as amended 2002),

The Workplace (Health, Safety and Welfare) Regulations 1992,

The Simple Pressure Vessels (Safety) (amendment) Regulations 1994,

Construction (Design and Management) Regulations 2015,

The Food Safety (General Food Hygiene) Regulations 1995,

Disability Discrimination Act 2005,

Disability and the Equality Act 2010,

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) Regulations 1995,

The Health and Safety (Safety Signs and Signals) Regulations 1996,

The Construction (Health, Safety and Welfare) Regulations 1996,

Gas Safety (Management) Regulations 1998,

The Work in Compressed Air Regulations 1996,

The Confined Spaces Regulations 1997,

The Provision and Use of Work Equipment Regulations 1998,

The Lifting Operations and Lifting Equipment Regulations 1998,

The Gas Safety (Installations and Use) Regulations 1998,

The Control of Asbestos Regulations 2012,

The Control of Lead at Work Regulations 2002,

The Management of Health & Safety at Work Regulations 1999 (as amended 2006),

The Fire Precautions (Workplace) (Amendment) Regulations 1999,

The Control of Substances Hazardous to Health Regulations (COSHH) 2002,

The Pressure Systems Safety Regulations 2000,

The Construction (Design and Management) Regulations 2015,

The Control of Asbestos at Work Regulations 2012,

The Control of Vibration at Work Regulations 2005,

The Health and Safety (Consultation with Employees) Regulations 1996,

Environmental Protection Act 1990,

The Control of Major Accident Hazards Regulations 2015,

The Electricity Safety, Quality and Continuity Regulations 2002 (as amended 2006 and 2009),

Health & Safety in Construction guidance from the Health and Safety Executive,

Relevant EU Directives on Health and Safety matters,

Current Relevant British Standards and EU Regulations and

All Relevant British Standards, codes of practice, European Standards and Agreement Certificates.

WI 325 Design Coordination

The contractor is fully responsible for design coordination of their design proposals across all disciplines. In addition, the Contractor is to make sure that their design takes due account of and coordinates with the requirements of specialists with design input into the scheme.

WI 330 Requirements of Others

All relevant planning approvals have been obtained.

WI 335 Copyright/Licence

The Client will reserve the right to use and copy the Contractor's design for any purpose connected to the construction, use, alteration or demolition of the works.

WI 340 Access to information following completion

At Completion the Contractor is to provide the Client with access to the following information in the format described below;

Maintenance Manual / Operating Instructions

The Contractor shall furnish the Project Manager upon Practical Completion of the works copies of a Maintenance Manual/Operating Instructions as indicated below. The O&M manuals shall contain all relevant material in hardback form and on an encrypted USB stick or by data transfer means.. Retention up to the value of work outstanding will be retained until the record drawings and manuals are checked and accepted by the Client or his authorised representative.

The Contractor shall include for all costs and expenses in this context and shall indicate the item separately in his Tender.

The Project Manager will comment upon the Operating and Maintenance Manuals. Following inclusion of comments, the Contractor shall issue the required number of copies, fully bound, for issue to the Client.

Special Tools and Accessories

Special tools and accessories required for the proper running and maintenance of the plant shall be supplied by the Contractor and handed to the Client on completion of the Works. The Contractor will be responsible for obtaining a signed receipt for all equipment passed to the Client.

Specialist Trade Attendance on Plant and Equipment

The Contractor shall arrange and make payment for specialist tradesmen to visit site, adjust and put into working order all items of specialised plant and equipment supplied under the Contract.

The Health and Safety File

Content: obtain and provide the following, including all relevant details not included in other parts of the manual, including:

Residual hazards and how they have been dealt with.

Hazardous materials used.

Information regarding the removal or dismantling of installed plant and equipment.

Health and safety information about equipment provided for cleaning or maintaining the structure.

The nature, location and markings of significant services.

Information and as-built drawings of the structure, its plant and equipment.

Presentation

Format: A4 size, plastics covered, loose leaf, four ring binders with hard covers, each indexed, divided and appropriately cover titled.

Selected drawings needed to illustrate or locate items mentioned: Where larger than A4, to be folded and accommodated in the binders so that they may be unfolded without being detached from the rings.

As-built drawings: The main sets may form annexes.

Information for Commissioning of Services

The Contractor shall be required to employ fully qualified and competent commissioningengineers for final testing and commissioning. The commissioning shall be carried out to a

programme agreed with the Supervisor.

Following agreement and approval to thecommissioning and test results they shall form part of

the "Operating and Maintenance Manuals".

Training

The Contractor shall allow for the provision of one skilled man for ½ working day, during normal working hours for the purpose of instructing the Client’s staff in the maintenance and operation of the works.

The Contractor shall include for all costs in connection with specialist training for the Client’s staff on operation and maintenance of particular plant or systems.

The Contractor shall allow for two such instruction periods on an agreed date, one in the morningand one in the afternoon.

The Contractor shall also allow for a two further periods of half an hour during maintenance visits when he will provide any further instruction of the Clients staff as required.

WI 345 Design Requirement

The Contractor shall provide:

- All working/manufacturing drawings associated with the works, in Native file format and paper copies at both A3 & A1/A0 as dictates,
- Tolerances with other trades,
- Drawings to demonstrate spatial & sequential coordination has been achieved. The aim is to ensure spatial and sequential co-ordination is integrated into the detail design, ensuring that the drawings produced are practical and co-ordinated thus ensuring that the risk of 'clashes' on site during installation are eliminated,
- As fitted drawings in auto cad format, in the scale of the drawing produced but with an A3 "pdf" as back up.
- Manufacturing drawings to be redlined as the works progress with the final drawings being revised to as-fitted & issued in the standards specified for AutoCAD drawings,
- Standard details taken from manufacturing or equipment literature,
- All Drawings of 'off the shelf' equipment (i.e. having a catalogue or part number) shall be classed as Vendor Drawings and shall be included in the Operating and Maintenance Manuals. These Vendor Drawings shall be to the Vendor's own standard and will not require to be produced in accordance with the requirements of the Drawing Standards within this document,
- In the event of the Contractor not providing "As Installed" record drawings as detailed, prior to the issue of the Completion Certificate for the Works, the Client reserves the right to have these prepared by others and deduct the costs from the Contractor's final account,
- The Contractor is to produce all necessary drawings relating to development of the design and installation. The Contractor is to produce the working drawings, coordinated installation drawings, pre-fabrication drawings, completing the works by recording as progress is made all information required to produce the as-installed drawings and
- The Contractor is to ensure that all the drawings will include accurate dimensions and sizes.

WI 350 Electronic Data

Copies of data furnished by the Project Manager that may be relied upon by the Contractor are limited to the printed copies or electronic media format of text, data and graphics. If there is a discrepancy between the electronic media files and the printed copies, the electronic media files shall take precedence.

When transferring documents in electronic media format, the transferring party makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by the data's creator.

WI 355 Designs, Drawings and Specifications

The Contractor submits Designs, Specifications and Drawings electronically to the Project Manager for acceptance in accordance with the accepted Schedule of Submittals set out in the submittal procedures

Data shown on the Drawings shall be complete with respect to quantities, dimensions, specified performance and design criteria, materials, and similar data to show the Project Manager the

services, materials, and equipment the Contractor proposes to provide and to enable the Project Manager to review the information for acceptance.

Each submittal of a Design, Drawing or Specification shall include the following as a minimum;

- Contractor shall electronically submit PDF files capable to legibly print at A0, A1, A2, A3 and A4 scale,
- Identify and Indicate where appropriate:
- Residual, unusual risks listed on the drawing SHE Box, with a full design hazard register issued with drawings,
- Applicable drawing and detail number, products, units and assemblies, and system or equipment identification or tag numbers,
- Plant and component title: identical to title shown on drawings,
- Critical field dimensions and relationships to other critical features of Work. Note dimensions established by field measurement,
- Setting out points,
- Drawings or document references that the issued drawing or document is based upon,
- Project-specific information drawn accurately to scale and
- Metadata for documents included above.
- Manufacturer's standard schematic drawings and diagrams as follows:
- Modified to delete information that is not applicable to the works,
- Supplement standard information to provide information specifically applicable to the works, inc. for temporary works and
- Product Data, provided as specified in individual Specifications.
- Manufacturers: When proposed, include following additional information:
- Names and addresses of at least two companies that maintain technical service representatives close to the Project and,
- Complete list of spare parts and accessories for each piece of plant.

WI 360 Record Documents

Record Documents are determined as documents residing within the Document Management System.

The Contractor shall maintain at Site one copy of all Drawings, Specifications, Compensation Events, Submittals, and other Modifications in good order and accurately marked depicting all changes as they occur in providing the Works. The as-built records shall be available at all times to the Project Manager and the Project Manager. The Drawings shall be clearly marked in colour during the works recording all alterations made including such supplementary notes and details necessary to clearly and accurately represent as built construction.

At Completion the Contractor shall provide all Project as-built documentation to the Project Manager along with the Health & Safety File and the O&M Manuals as defined within the pre-construction information.

WI 365 Design Submission Procedures

The Contractor shall comply with the following submittal procedure:

- Each submittal shall be made in an electronic format as follows:
  - The files shall be set up to print legibly at A0, A1, A2 A3 and A4 scale,
  - All documents for electronic submittal combined in one zip file,
  - New electronic files will be required for each re-submittal,
  - Each electronic file will also include an electronic copy of the Transmittal of Contractor's submittal form and
  - All files are to permit copying including copying into other documents.
- In processing the submittal, the Contractor shall:
- Identify each submittal with the following:
  - Project Title and agreed contract descriptor,
  - Specification section and paragraph to which submittal applies,
  - Date of transmittal,
  - Names of Contractor, Subcontractor, and manufacturer as appropriate and
  - Numbering and Tracking System.
- Prior to submittal of Drawings or Samples, the Contractor shall determine and verify:
  - All field measurements, quantities, dimensions, specified performance and design criteria, installation requirements, materials, catalogue numbers, and similar information with respect thereto,
  - Fabrication, shipping, handling, storage, assembly, and installation information pertaining to the works,
  - All information relative to Contractor's responsibilities for means, methods, techniques, sequences, and procedures of construction, and safety precautions and programs incident thereto and
  - Drawings and/or Samples have been reviewed and co-ordinated with other Drawings and/or Samples and with the requirements of the works and the Contract Documentation.

Each submittal shall bear a stamp or specific written certification that the Contractor has satisfied the Contractor's obligations with respect to review and written acceptance of that submittal.

The Contractor's acceptance stamp shall include Project Name, Submittal Number, Specification Number, Contractor's Reviewer name, Date of Contractor's Acceptance, and statement certifying that submittal has been reviewed, checked and approved for compliance.

The Contractor shall give the Project Manager with each submittal, specific written notice of any variations that the Drawing or Sample may have from the requirements of the Contract. This written communication is separate from the Drawing of Sample Submittal and in addition to a specific notation made on each Drawing or Sample submitted.

The Contractor's prices shall include for the cost of the samples identified in the Works Information, including all re-submittals and as built documentation.

WI 370 Schedule of Submittals

The Contractor shall submit a Schedule of Submittals shown on the Accepted Programme and obtain the Project Manager's acceptance of the Schedule of Submittals prior to processing any submittals. The Contractor shall revise and resubmit as required.

WI 375 Project Manager's Review

The Project Manager shall review Drawings and Samples in accordance with the Accepted Programme. The Project Manager's review and acceptance will only be to determine that the items covered by the submittals will, after installation or incorporation into the works, conform to the information given in the Works Information and are compatible with the design concept of the completed project as a functioning whole.

WI 380 Re-submittal Procedures

The Contractor shall make corrections required by the Project Manager and re-submit electronically, as required, for review and acceptance. The resubmittal process shall take 2 weeks for the Contractor and 2 weeks by the Project Manager, unless agreed otherwise between the Contractor and the Project Manager. The Contractor shall specifically identify in writing the revisions other than the corrections called for by Project Manager on previous submittals.

Re-submission of submittals shall identify the original submittal number with sequential numeric suffix.

WI 381 Format of Submittals

The Contractor shall comply with format of submittals as follows:

- Drawings issued in the Works Information shall not be rebadged,
- Package submittal information by individual specification section. Different specification sections are not combined in a submittal package, unless otherwise directed in specification and
- Presented in a clear and thorough manner and in sufficient detail to show type, size, dimensions (field-verified, where practicable), arrangement and function of components, materials, devices, fasteners, connections, supports, co-ordination with related work and substrates, and compliance with the Works Information.

The Contractor shall ensure that all fields within the Submittal are completed.

WI 382 Timeliness

The Contractor shall issue submittals in accordance with the Schedule of Submittals, and the requirements of individual specification sections.

Time for review commences upon issue of the submittal by the Contractor.

WI 383 Incomplete Submittals

The Project Manager requests a re-submittal if a preliminary review deems the original submittal not capable of acceptance.

A Submittal will be deemed incomplete when the Contractor's review of Submittal Form does not comply with the Works Information.

WI 384 Action Submittal Dispositions

The Project Manager retains the original electronic file and will distribute for review and comment. A copy of the marked up file will be noted and distributed electronically.

Submittal responses will be classified as follows:

- Rejected: The Contractor may not incorporate product(s) or implement work covered by the submittal for the reasons indicated, the Contractor makes a resubmission incorporating the Project Manager's responses.
- Accepted: The Contractor may incorporate product(s) or implement work covered by the submittal, in accordance with the Project Manager's instructions.

As required from the following notations will be used for working drawings issued to the Project Manager or from a sub-contractor to the Contractor:

- A – Approved or Reviewed (state which) – work may proceed,
- B – Approved or Reviewed (state which) with comments – work may proceed once the comments have been incorporated on the document and the document has been re-issued with the next revision or
- C – Rejected – work may not proceed. Drawing to be re-issued; the reason for the rejection must be listed on the drawing issued.

WI 385 Information Submittals

Information Submittals are submittals made by the Contractor for the Project Manager's information and which do not require acceptance. Information Submittals are submitted to the Project Manager unless specific alternatives arrangements are made and acceptable to the Contractor and the Project Manager.

The Project Manager shall review each submittal as follows:

- If the submittal complies with the criteria for submittals the Project Manager notifies the Contractor and forwards a copy to the appropriate parties,
- If the Project Manager determines the submittal does not meet the criteria for submittals and is considered unacceptable, the Project Manager sends an electronic notification of the file with review comments to the Contractor, and requires that the submittal is corrected and resubmitted and

WI 386 Submittals not required by the Contract

Submittals not required by the Contract will not be reviewed by the Project Manager but will be filed as 'For Record Only'.

WI 387 Manufacturer's design data

The Contractor shall provide Manufacturer's Design Data in PDF format including but not limited to the following:

- Summary of loads or load diagram, if applicable,
- Fully comprehensive calculations,
- Information requested in individual Specification section,
- Residual risks for Health and Safety,
- Drawings,
- List of Assumptions,
- List of performance and design criteria,
- List of applicable codes and regulations,
- Name and version of software,
- Operation information and
- Maintenance information, including but not limited a periodic maintenance schedule for all supplied goods.

WI 388 Manufacturer's instructions

The Contractor shall provide written or published information that documents manufacturer's recommendations, guidelines, and procedures in accordance with individual specification.

WI 389 Manufacturer's guarantee

The Contractor shall provide Manufacturer's written guarantee as required by the individual specification.

WI 390 Submittals required by laws, regulations and governing agencies

The Contractor shall submit prompt notifications, reports, certifications, and the like as required by any applicable governing agency or their representative.

Other than in the case of data relating to individuals, which shall be dealt with in accordance with the Data Protection Act the Contractor shall electronically transmit to the Project Manager one copy of correspondence and transmittals (including enclosures and attachments) between the Contractor and any applicable governing agency concerning the works.

WI 391 Inspections and test plans

The Contractor's Inspection and test plans shall contain the signature of the person responsible for the test or report.

The Contractor shall comply with the following:

Factory tests & inspections shall cover:

- Identification of product and specification section, type of inspection or test with referenced standard of code,
- Date of test, project title and number, and name and signature of authorised person,
- Test results,
- If the test or inspection deems that the material or equipment is not in compliance with Works Information, the Contractor identifies and implements any corrective action necessary to bring the material or equipment into compliance,
- Provide interpretation of test results, when requested by Project Manager and
- Other items as identified in individual sections of the Specification.

Field tests & inspection Reports – as a minimum shall include the following

- Project title and number,
- Date and time,
- Record of temperature and weather conditions,
- Identification of product and specification section,
- Type and location of test, sample, or inspection, including referenced standard or code,
- Date issued, testing laboratory name, address, and telephone number, and name and signature of laboratory inspector,
- If the test or inspection deems that the material or equipment is not in compliance with the specification, the Contractor identifies and implements any corrective action necessary to bring the material or equipment into compliance,
- Provide interpretation of test results, when requested by Project Manager,
- Other items as identified in individual sections of the specification and
- The procedure for developing Inspection and Test Plans.

WI 392 Maintenance of Documents and Samples

The Contractor shall ensure that Documents and Samples are:

- Filed, racked and securely stored on Site and kept apart from documents used for construction,
- Labelled and filed in accordance with agreed format. Label each document ‘PROJECT RECORD’ in neat, large printed letters,
- Maintained in a clean, dry and legible condition completely protected from deterioration and damage,
- Not used for construction of the works. If loss of recorded data occurs, use any means necessary to secure the data, including, if necessary in the opinion of the Project Manager removal and replacement of concealing work at the Contractor’s expense and
- Available for inspection by the Project Manager and the Project Manager, as necessary.

WI 393 Recording

The Contractor shall ensure all entries are complete, dated, and accurate enabling future reference by owners or occupiers, in use of the information.

Record information concurrently with construction progress. No works are to be concealed until information is recorded.

Drawings shall be legibly marked to record actual installed construction and as-built information including:

- Measured depths of elements of foundation in relation to finish first floor datum,
- Measured horizontal and vertical locations of underground utilities and appurtenances, reference to permanent surface improvements,
- Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of construction,
- Field changes of dimension and detail,
- Changes made by Modifications and
- Details not on original contract drawings.

WI 394 Conversion of Schematic Layouts

Drawings schematically indicating the arrangement of conduits, circuits, piping, ducts, and similar items, are not intended to portray precise physical layout.

Final physical arrangement shall be determined by the Contractor, subject to the Project Manager's review.

Design of future modifications may require accurate information as to the final physical layout of items which are shown only schematically on the drawings. This information is to be provided by the Contractor.

The Contractor shall ensure that record drawings are dimensionally accurate to within the tolerances specified for the construction of that element and clearly identify the item by accurate note, show (by symbol or note) the vertical location of the item and the like and make all descriptive identification so that it may be related reliably to the Specifications.

The Project Manager may waive the requirements for conversion of schematic layouts, where in the Project Manager's judgment, conversion serves no useful purpose.

WI 395 Other Documents

The Contractor shall maintain manufacturer's certifications, inspection certifications, and field test records required by individual specification sections. All copies of electronic files shall be transferred for review by the Project Manager upon receipt. The issue of these documents does not constitute acceptance of the submissions required for a hard copy of the Health and Safety file, Operation and Maintenance Files and inspection and test plan files, and or any other documentation required for this contract.

WI 400 Completion

WI 405 Completion Definition

Completion is when the following has been done by the Contractor by the Completion date:

- Provision of Testing Certificates, Commissioning Results and/or Reports in accordance with the Works Information,
- Provision of Operation & Maintenance (O&M) Manuals in Draft by the Contractor 1 week prior to the Completion Date in a format for acceptance by the Project Manager containing the information required by the Works Information,
- Provision of Operation & maintenance (O&M) Manuals in Final Draft by the Completion Date in a format for acceptance by the Project Manager containing the information required by the Works Information,
- Provision of Accepted Operation & Maintenance (O&M) Manuals in by the Contractor 2 weeks after the Completion Date containing the information required by the Works Information,
- Provision of documents and information for the Health & Safety File in accordance with the Works Information,
- As Built Information in accordance with of the Works Information,
- Training has been provided to the Client's representatives by the Contractor as set out in the Works Information and
- A completion strategy has been provided by the Contractor to the Project Manager and accepted by the Project Manager.

WI 410 Procedure leading up to Completion

The Project Manager is responsible for checking the following at the Completion of the works or section thereof:

- That all witnessing/commissioning as required by the Works Information have been completed,
- That a strategy for Defect correction has been agreed between the Contractor and Project Manager.
- That a co-ordinated Defects Schedule is produced in conjunction with the Contractor,
- That the Contractor has provided full training for users as specified in the Works Information and,
- That the O&M Manuals contain the information required by Works Information.

WI 415 Health and Safety File

It is a requirement of the CDM Regulations and so that of the Client, that record documentation in the form of a Health and Safety File is handed to the Project Manager at Completion of the works. Completion and takeover cannot be granted unless record documentation is handed over within the prescribed period set out below:

- Provision of the Health & Safety File in Draft by the Contractor 4 weeks prior to the Completion Date in a format for acceptance by the Project Manager containing the information required by the Works Information,

- Provision of the Health & Safety File in Final Draft by the Contractor 3 weeks prior to the Completion Date in a format for acceptance by the Project Manager containing the information required by the Works Information and,
- Provision of the Accepted Health & Safety File by the Contractor 2 weeks after the Completion Date containing the information required by the Works Information
- The Contractor is to provide the Health and Safety File in the format specified in the pre-construction information.

WI 420 Operation and Maintenance Manuals

The Contractor shall provide an O&M Manual containing all the appropriate information to enable the Client and his staff properly to operate and maintain the works in accordance with the manufacturer's recommendations. The Contractor shall submit for acceptance, at the time of issue of any technical submittal, the accompanying manufacturer's literature detailing the maintenance requirements. The Contractor shall collect such information during the course of the project to achieve a progressive build-up of the completed O&M Manual. The O&M Manual will contain step by step starting and stopping procedures, which the Client and Project Managers' staff can follow, indicating where checks are to be made at each step. Where appropriate an emergency shutdown procedure will also be described. It is not sufficient to provide an unrelated and ad hoc collection of manufacturer's catalogues or leaflets, and it is important that the O&M Manual should relate to the installation provided.

The O&M Manuals shall be prepared to a standard not less than the requirements of the Building Services Research and Association's (BSRIA) BG 1/2007 Handover O & M Manuals and Project Feedback and in the format specified in the pre-construction information.

WI 425 Provision of Documents after the Completion Certificate is Issued

The Contractor retains all documents electronically relating to the design of the works for a period of not less than 5 years after Completion and, upon the written request of the Client, shall provide to the Client, copies of such documents at the Client's expense.

WI 450 Re-use of Documents

The Contractor and any Subcontractor or contractor or other individual or entity carrying out the works, shall not:

- Have or acquire any title to or ownership rights in any of the Drawings, Specifications, or other documents (or copies of any thereof) prepared by the Client, Client's consultants or Project Manager, including electronic media editions or
- Re-use any of such Drawings, Specifications, other documents, or copies thereof without written consent of Client and Project Manager.

WI 455 Extended Warranties

Product warranties will be required from the date of completion for the entire scheme.

WI 460 Final Clean

On completion of the works or each section and before handing over the works to the Client, the Contractor, shall clean down all the surfaces after removal of all equipment, tools, temporary structures, materials, protective casings and coverings etc. leaving the works and the Site in a condition acceptable to the Project Manager and in accordance with the Handover procedures approved by the Project Manager.

WI 465 Completion Meetings

The Project Manager arranges and the Contractor shall attend pre-completion meetings to plan and co-ordinate completion of the works. The pre-completion meeting will take place 5 working days before the proposed handover date. The agenda for the pre-completion meeting will broadly follow that of the final handover meeting detailed below. The contractor is to provide copies of all handover documentation for review by the Project Manager to make sure that all required documentation is in place in advance of formal handover.

On the proposed handover date a formal handover meeting will be held on site to inspect the completed works and check that all required paperwork is available.

WI 470 Meetings Post-Completion

If necessary after completion the Project Manager arranges defect correction meetings with the Contractor. The Contractor shall provide a written report on the status of the Defects and the remedial works undertaken or being undertaken by the Contractor. Such meetings will be held at the discretion of the Project Manager.

WI 475 Security at Completion

On Completion of the works the Contractor shall leave the works secure with all accesses locked. The Contractor shall account for and adequately label all keys and hand the same to the Project Manager with an itemized schedule, retaining a duplicate schedule signed by the Project Manager as a receipt.

WI 480 Training

As detailed in section WI 340 of this document, before Completion, explain and demonstrate to designated maintenance staff the purpose, function and operation of the installations including items and procedures listed in the Building Manual. The timing of this training is to be agreed in advance between the Contractor and the Client. The Contractor is to obtain written confirmation from the Client/End User staff that training has been provided.

WI 485 Correcting Defects

Prior to completion the Contractor is to touch up minor faults in newly painted work, carefully matching colour and brushing out edges. Repaint badly marked areas back to suitable breaks or junctions. The Contractor is to correct a notified Defect before the end of the defect correction period. Arrange site access at a convenient time agreed with the Project Manager.

WI 490 Spares

The Contractor shall complete, as appropriate, a form detailing the items which have been handed over and obtain a signature of receipt from the Caretaker/Officer in Charge. A copy of the completed and signed form shall be included in the Operation & Maintenance Manual.

WI 495 Take Over

Refer to the Contract Data.

WI 500 Programme

The Client and the Project Manager promote the use of consistent project management and control methodologies across the programme structure for the successful delivery of the Programme. Successful programme delivery depends on accurate and timely information to support informed and effective decision making as set out in the Contract.

WI 505 Programme Requirements

The Contractor is required to submit a Tender Programme prior to Contract Award for review by the Project Manager. The purpose of this programme is to demonstrate the Contractor's proposal for the delivery of the works by identifying the specific sequencing of the construction of various sections of the works and the interrelationships with specific procurement, design, commissioning, testing and other key activities and identifying the critical path from commencement through to completion. This Tender Programme is required to address the following:

- Identify the outline requirements for the works with particular reference to interfaces with and any requirements that the Client (including his agents or other appointed contractors) will be expected to provide, to enable the Contractor to effectively carry out his works,
- The Contractor shall produce an outline method statement to support the Tender Programme. This outline method statement should describe the construction sequence, anticipated resources (labour, plant and materials) and shall illustrate the constraints associated with the key dates and works required by Others,
- The Contractor shall identify with the key dates the conditions to be met and any restrictions that will be imposed on Others accessing the working areas beyond these key dates and up to the completion date.

The programme shall be structured in accordance with the Activity Schedule and provide sufficient detail to identify the critical path. The programme shall identify, periods for the production of the contractor's design and manufacturing drawings, approval periods and QA procedures and the duration of procurement, manufacturing, construction/installation operations, setting to work, commissioning, handover and training periods and

The Tender Programme shall identify critical dates for the release of information and any necessary approvals. The Tender Programme shall be developed in accordance with the details identified above and on the basis of the key dates contained within the Contract Data – Part One.

WI 510 Accepted Programme

General

The Contractor's Programme shall be used by the Contractor to plan and execute the Works.

The Programme will also be used by the Project Manager to monitor progress and be the basis for the assessment of extensions of time and the effect of delay on the progress of the Works.

Accepted Programme (AP)

A programme for the totality of the Works, which shall be submitted to the Project Manager for its acceptance. If the Project Manager does not accept it in line with the Contract, this programme shall be revised and resubmitted for acceptance as set out in the Contract and Works Information.

Updated Programme

The Accepted Programme shall be updated with actual progress and saved on at least a fortnightly basis for record purposes. The Contractor may submit for acceptance by the Project Manager other revisions to the Accepted or Updated programmes.

The Contractor at all times remains responsible for the construction of the Works in accordance with the obligations as set out by the conditions of contract.

The Contractor shall make allowance for all costs associated with the preparation and submission of revised Programmes attributable to Compensation Events, within the Compensation Event quotation/costs. In the absence of a Compensation Event the Contractor shall provide a programme at a period frequency stated in the contract data.

Submission of Programmes

Within four weeks of the Contract date and in accordance with the Contract, the Contractor shall submit to the Project Manager for its review and acceptance a programme for the whole Contract showing the order of procedure in which the Contractor proposes to carry out the Works.

An Accepted Programme Review (APR) with the Project Manager shall take place within the period for reply after the submission of the AP to assess the acceptability of the submitted programme. This programme becomes the Accepted Programme upon acceptance by the Project Manager. The Accepted Programme shall have regard to the contract completion dates and any other milestones, and/or restraints set out in the Contract or Works Information. Thereafter, if the actual progress does not conform with the Accepted Programme, and is not as a result of an Early Warning Notice or Compensation Event, the Project Manager is entitled to require the Contractor to submit to the Project Manager for acceptance a revised programme showing the order of procedure and periods necessary to ensure completion of the Works by the contract completion dates.

The Contractor shall furnish the Method Statement and such other details and information as the Project Manager may reasonably require to accept the submitted Programme.

The Contractor shall supply the Project Manager with an electronic copy of each programme, together with a print-out bar chart or tabular report in a pre-agreed format. The programme shall be submitted electronically in Microsoft Project (.mpp) and Adobe PDF format.

By agreement, the Contractor and the Project Manager may dispense with printouts of the various forms of the Contractors programme, but under no circumstances may they dispense with the submission of the required electronic copies.

Preparation of Programmes

The Contractor shall establish the first AP for the works consistent with the Contractor's proposal (Tender Programme) to provide the works in line with the detailed Activity Schedule.

Key components of the submitted AP in respect of the works shall include:

- A Programme incorporating all relevant work packages and programmes,
- The activities in all work packages including those by the principal sub-contractors and suppliers, statutory undertakers, those contractors and suppliers directly employed by the Client and others,
- The earliest and latest start and finish dates for every activity in each work package. Activities shall include all scope activities and any activities or time durations expected in addition to scope activities,
- Milestones, Interface Milestones and Key Dates,

- Health Check Milestones, to identify any potential slippages and or risks evident to the Project Budget,
- Access dates for each phase or section,
- The earliest and latest start and finish dates for each phase or section, including dates when the Contractor plans to complete work to allow the Client and others to do their work,
- Holiday periods,
- Dates by which design work or drawings to be produced by the Contractor or sub-contractors or suppliers will be submitted to the Project Manager for acceptance and dates by which acceptance of such design work or drawings will be required by the Contractor, allowing time for submittals, re-submittals and reviews,
- Procurement periods and delivery dates for the major items of goods, plant and materials,
- Dates by which work will be ready for testing by the Project Manager,
- Details and dates of any information required from the Project Manager and
- Provisions for float, time risk allowances, quality control procedures, health and safety requirements (and any other requirements that may be set out in the Contract or Works Information).

The Programmes submitted for Acceptance shall be produced in accordance with Clause 31 of the Contract and the following:

- The AP is to be an integrated design, procurement, construction and commissioning programme for the works,
- The AP shall be developed, maintained and reported by the Contractor using Microsoft Project software or other compatible software as agreed with the Project Manager,
- The AP shall be logic linked, with each activity having predecessor and successor dependencies, critical paths, free float and total float will be identified. A list will be provided showing reasons for all activities without predecessors or successors or activities that have constraints with the AP for acceptance by from the Project Manager,
- The Contractor will submit a budget cost profile which aligns directly with the Contractor's Activity Schedule. The Contractor will submit a Cost forecast of as part of the monthly progress report to the Project Manager,
- The AP, method statements and any associated diagrams shall identify the overall timing, sequence and direction of work and,
- Once the programme has been accepted, the Contractor shall employ the appropriate level of resource to maintain progress against the AP and maintain updates to the programme in order to ensure true and accurate reporting of progress of the Works.

The Contractor shall continuously review the AP and report at monthly intervals or as requested by the Project Manager.

WI 515 Performance Reporting

Every month, one week after the Assessment Date, the AP will be progressed by the Contractor. All activities are updated with actual programme progress, forecasted durations, percent complete performance, and actual metric quantities to date and reported to the Project Manager in an agreed format, detailing actual costs and prices for work done to date (PWDD). The Accepted Programme shall be progressed up to the Assessment Date, with a forecast of progress up to the next assessment date for committed costs.

In addition to the updated programme, the Contractor shall provide a Key Milestone Log. This log shall list the following:

- Current Accepted Programme Key Milestone Dates,
- Actual and Current Forecast Key Milestone Dates,
- Variance (working days) between Current Accepted Programme and Actuals/Forecast and
- Commentary on any variances, including root cause, impact, recovery actions.

The progressed programme shall be submitted in PDF file format (using an agreed layout) and also the native planning software file format. The Key Milestone Log shall be submitted in MS Excel or other agreed format.

The Project Manager will use the updated programme (in conjunction with other contractor programmes and internal programmes) to assess the overall integrated programme status. Four days after submission of the Progressed AP, the Project Manager will hold a meeting with the Contractor to provide a revised Key Milestone Log and Programme which identifies any impacts to the Contractor Key Milestones following integration into the overall programme. The Contractor shall take any integration impacts into account and shall re-submit the updated programme no later than 2 days after the meeting as instructed by the Project Manager in accordance with the Contract.

WI 520 Methodology Statement

The Contractor shall issue their method statements in accordance with their Accepted Programme to the Project Manager for acceptance.

Outline Method Statement

The Contractor shall issue to the Project Manager for acceptance as part of the Accepted Programme an outline method statement for the works detailing the logic and methodology upon which the planning and programming of the works is based. It shall include general information about resources the Contractor plans to use for each operation.

The aim of the outline method statement is to establish the logistical and practical parameters within which it is intended that the works will be carried out.

Where the outline method statement changes substantially this will be revised and re-issued for acceptance by the Project Manager as work progresses and as the Contractor establishes in greater detail the methods, resources and equipment to be used. Comments from the Project Manager and Project Manager are incorporated where appropriate.

The outline method statement is a document which develops alongside the design, procurement and construction of the works and which will be reviewed and updated on an ongoing basis.

Detailed Method Statement

Detailed method statements for each work activity will be identified on the programme and will be submitted for acceptance to the Project Manager prior to commencement of any works

The method statements issued by the Contractor shall set out the detailed construction methodology for each operation of the work, including risk assessments, working at height justifications where applicable, COSHH assessments and any other risk based or hazard based tasks.

Method Statements cover the entire process from beginning to end, addressing key safety areas, stating the required controls in detail to allow work to be completed safely and without risk of environmental damage and shall:

Address specific tasks or jobs which may mean breaking down a works package into its constituent elements,

Address all aspects of the job – programme, method, sequence, engineering, interfaces etc.,

Include the identified hazards, respective controls measures and interface hazards and

Generally, in accordance with the constraints and parameters set out within the outline method statement.

WI 525 Revised Programme

The Contractor shows on each revised programme:

- The actual progress achieved on each operation and its effect on the timing of the remaining work,
- The effects of implemented compensation events,
- How the Contractor plans to deal with any delays and to correct notified defects and
- Any other changes which the Contractor proposes to make to the Accepted Programme.

The Contractor submits a revised programme to the Project Manager for acceptance:

- Within the period of reply after the Project Manager has instructed him to and
- When the Contractor chooses to and, in any case, at no longer interval than the interval stated in the Contract Data from the starting date until Completion of the whole of the works.

WI 600 Quality Management

This section of the Works Information describes the quality standards to be achieved by the Contractor.

WI 605 Samples

Where applicable, the Contractor shall submit the number of Samples as defined in specifications.

The Contractor shall clearly identify each Sample as to material, contractor, pertinent data such as catalogue reference numbers and the like, the use for which intended and other data as Project Manager may require.

The Contractor shall mount, display, or package Samples in the manner specified to facilitate review of quality and attach a label on an unexposed side that indicates the following:

- Manufacturer name,
- Model number,
- Material and
- Sample source.

Where a Drawing of Sample is required by the Schedule of Submittals, any related works performed prior to the Project Managers review and acceptance of the submittal will be at the Contractors sole expense, risk and responsibility.

WI 610 Quality Statement

The contractor is to be responsible for the constant management and supervision of the Works and all significant types of work must be under the close control of competent trade Project Managers to ensure maintenance of satisfactory quality and progress. Where necessary the Contractor is to provide maximum possible notice before changing person in charge or site agent. The Contractor's Site staff must include one or more persons with appropriate knowledge and experience of mechanical and electrical engineering services to ensure compatibility between engineering and the Works generally.

WI 615 Quality Management System

The Contractor shall provide the Works in accordance with Contract quality requirements specified herein.

The Contractor shall establish, maintain and implement a Quality System in accordance with BS EN ISO 9001:2008. This Quality System shall manage and control quality during all stages of the project and identify how the Contractor will address all aspects of quality control including the roles and responsibilities of project personnel and the process by which all records associated with quality control are generated and managed.

The Contractor shall appoint a quality representative who shall have the appropriate authority and shall be the focal point of contact and co-ordination for all matters relating to quality during the performance of the Works.

The Contractor shall develop and submit to the Project Manager a detailed Quality Plan as to how he intends to provide the Works, in line with the requirements identified in a format to be approved by the Project Manager.

The Contractor shall develop and submit to the Project Manager detailed Inspection & Test Plans for the varying stages of the Works. The Contractors involvement shall be fully annotated and

provision made within the plans for the Client's involvement to be clearly identified and understood.

Where the Client has given acceptance, either expressly or implied, to Quality Documents, they shall not be changed, revised, altered or amended without the further acceptance of the Project Manager.

The Contractor shall prepare and implement throughout the duration of the Works an audit schedule for all aspects in connection with providing the Works. The audit schedule should include as a minimum:

- Quality Plan,
- Quality Check lists,
- Quality Inspections process in the field,
- Record keeping,
- Records of SQEP and,
- Filling systems.

The Contractor shall submit to the Client an authorised copy of the Audit Schedule.

The Contractor shall provide to the Client, copies of all reports, including corrective actions, as a result of the audit and review activities undertaken.

The Contractor shall agree and subsequently implement any corrective action resulting from any visit to the Contractor's, sub-contractors or vendor's premises, carried out for the purpose of evaluation, or inspection of any part of the Contractor's arrangements.

The Contractor shall provide the Client's representative with access to their premises and those of their sub-contractors and/or vendor's at any reasonable time for the purpose of evaluation, audit or inspection of any part of the Contractor's arrangements.

The Contractor shall maintain suitable and appropriate quality records, which shall provide documentary evidence that performance of the Work complies fully and satisfactorily with the requirements of this Contract.

Records and record indexing systems shall provide sufficient information to uniquely identify each record to the item and/or activity to which it relates. Record storage shall be safe and secure so as to prevent damage, deterioration or loss. Filing systems shall ensure that all records are readily retrievable.

The Contractor shall prepare two identical sets of the quality records. The original set shall be retained by the Contractor for a period of at least 12 years, or longer where identified by regulatory or statutory requirements, from the completion (i.e. the last payment) of Contract.

The second set of quality records shall comprise certified copies of the original certification, and shall be submitted to the Client for acceptance within 14 days of Contract completion. This second set of quality records shall be provided in both hard copy and electronic format.

When the specified minimum period for retention of records by the Contractor has elapsed, the Contractor shall request written consent or agreement, as confirmation, for disposal instructions from the Client with regard to the records.

The Contractor shall prepare a Project Quality Plan (PQP) and submits this to the Project Manager for acceptance 4 weeks after the Starting Date.

The PQP addresses the controls required and deemed appropriate.

Reasons for not accepting the Contractor's PQP can be that it is inadequately prepared or is not practicable, it does not incorporate the information which the Works Information requires and/or it does not represent a realistic approach for providing the Works

The Contractor shall ensure that any Subcontractor appointed by the Contractor shall operate a quality system allowing it to comply with the Contractor's quality management system and the Client's quality requirements, in compliance with the Accepted PQP.

WI 620 Quality Meetings

Quality Meetings shall be held at intervals shown in section WI 835 of this Works Information.

The meeting shall be attended by the Project Manager, the Contractor, the Project Manager and Subcontractors (if required).

The meetings shall be chaired by the Project Manager and provide a forum for the Project team to make key decisions and report to the Client. These meetings shall typically be a forum for all parties to raise any quality concerns, agree actions for resolution and then monitor the resolution through the Early Warning process.

The Project Manager shall issue reports to the attendees 2 working days prior to the date of the meeting. The format of such reports is determined by the Project Manager.

Minutes shall be issued by the Project Manager within 5 working days of the date of the meeting.

WI 700 Tests and Inspections

WI 701 Testing and Commissioning

The Engineer reserves the right to call for the repetition of all or any of the above tests at the end of the maintenance and defects liability periods should he so desire.

The Contractor shall give the Project Manager 10 working days' notice of the dates when they wish to carry out the tests and when the insurance inspector will be attending site.

The repetition of all or any of the above tests at the end of the maintenance and defects liability periods should he so desire.

The test results should be available by the handover meeting and copies entered into the O&M manuals.

WI 705 Inspections

For any commercial off the shelf item which is to be modified in any way the Contractor shall liaise fully with the Project Manager to permit examination, inspection or witnessing by the Project Manager of any manufacturing related activity. This may well include activity from placement of orders for raw material through to final packaging. Minimum notice of 7 working days shall be provided.

The purpose of the examination, inspection or witnessing is to permit the Project Manager to gain first hand assurance that all aspects of the scope of supply are being executed to meet the Works Information.

Any unsatisfactory performance shall be brought to the attention of the Project Manager immediately. The visibility of unsatisfactory performance shall be cascaded to the Contractor's suppliers.

WI 710 Tests and Inspections before Delivery

Inspection and testing requirements shall be in accordance with the Contract Specifications which are based upon relevant British and European Standards.

The frequency of inspection and testing shall be as defined within the relevant clauses of the Works Information and Specifications or the appropriate British and European Standards referenced therein. Where the frequency of testing is not defined within the Specification or British and European Standards, good engineering judgement is to be exercised in determining a suitable frequency.

WI 715 Tests of Equipment, Plant and Materials

Inspection and testing requirements shall be in accordance with the Works Information and Specifications which are based upon relevant British and European Standards

WI 720 Access for inspecting the Works

The Contractor shall allow the Project Manager access for the inspection and testing of the quality of the work, materials, exposed surfaces and spoils from the works. Access shall be arranged as necessary to any place of manufacture or process within the Working Areas, on or off-Site. Similar access shall be arranged for Subcontractor works. This inspection may include photographic and video recording of the works.

WI 725 Inspections and Test Certificates

The Contractor shall provide inspection/test certificates in accordance with the specification included within the Works Information Inspection and Test Plans (hereafter I&TPs) and quality assurance documentation.

In addition to inspection and test certificates, the Contractor provides certificates of compliance for completed areas of work, sections of work and at Completion.

WI 730 Tests and Inspections

The Contractor shall carry out and control its work in accordance with the accepted I&TP prepared as part of the Contractor's PQP of this Works Information. The Contractor shall record the completion of each Quality Control activity against the I&TP prepared for the project. I&TPs are to be agreed by the Project Manager prior to authorisation to commence works being granted.

The Contractor shall be responsible for and shall carry out all inspections, testing, commissioning and demonstrations required under these Work Instructions or by statutory regulations and for any related work for which it is considered to be normal custom and practice.

An examination of all Plant and Materials shall be carried out by the Contractor prior to the commencement of any test and inspection to ensure that it is in a suitable state to enable the test and inspection to be undertaken.

All inspections, testing and commissioning of new plant and equipment, systems and facilities shall be undertaken in accordance with procedures which are to be prepared by the Contractor and endorsed by the Project Manager.

The Contractor shall maintain a register of competent persons identifying the qualifications, approvals and experience for all of the personnel employed on the site by the Contractor or any of their subcontractors.

The format of the Inspection and Test Plans are to be as defined by the Client and shall be in a style consistent with that used within the approved quality management system, providing that the I&TP makes clear reference to:

- Procedures and Method statements needed to carry out the work,
- Acceptance of standards in accordance with specifications, national standards and legislation,
- Requirements for samples, benchmarks, trials and prototypes,
- Records and other deliverables generated as part of the inspection and test process (including any document/form templates to be used),
- Who is responsible for implementing the planned arrangements,
- Who is responsible for certifying that compliance with requirements has been achieved and
- Include for hold, witness, review, inspections, notification points and any independent interventions/verifications by the Project Manager, Project Manager, Design Team, Subcontractors, third parties and stakeholder.

This section is to be read with the requirements for ITP's as stated in the section regarding Quality.

I&TPs are to be fully reviewed, specific interventions identified and then endorsed by the Project Manager, Contractor or Subcontractor as appropriate, throughout the course of the Works.

The Contractor shall give a minimum of 5 working days' notice of 'Primary Hold Point' inspections. A minimum of 72 hours' notice will generally be required for on-Site inspections for standard Hold points unless agreed otherwise by the Project Manager.

The Contractor shall submit to the Client a Client Inspection/Test Witnessing Programme incorporated with a 5 week look ahead to enable the Client's resources to be planned. The programme shall provide a checklist and summary of all key witnessing dates for the inspection, testing, commissioning and demonstration of equipment and plant.

All test results shall be logged by the Contractor on suitable test forms and procedures supplied by the Contractor. All test forms and procedures supplied by the Contractor shall be submitted for the approval of the Project Manager prior to use.

The Contractor shall prepare and implement a register of Inspection and Test Plans.

The energising of equipment shall only be undertaken, after, visual examination, statutory inspections mechanical insulation, continuity and earth integrity tests as appropriate are completed, by a competent person under the supervision of the Project Manager.

The Contractor shall undertake and be responsible for repeating any inspection, testing and commissioning procedures that may be required where this is necessitated due to a Defect.

WI 735 Management of Tests and Inspections

The Contractor shall implement the following inspection procedure:

- The Contractor shall maintain a record of all inspections carried out. This record shall be updated on a regular basis and issued to the Project Manager by the Contractor. This will be in the form of an Excel spreadsheet issued every two weeks and contain details of the inspections, discipline/trade, unique reference and the status,
- Each inspection item on the record shall reference back to the Accepted Programme,
- The Inspections recorded are those undertaken mutually by the Contractor's Project Manager as deemed necessary to monitor that the Works are provided in accordance with the Scope. The inspections undertaken will include those which the Contractor has requested the Project Manager to undertake,
- The Project Manager shall include comments/observations on the record against each item. Where the element of work is clearly not completed and/or the Contractor has not requested an inspection the Project Manager only includes comments on the record in relation to significant Defects observed. Otherwise the Project Manager shall provide comments as necessary, including any Defects that have been observed and
- In updating the record on a regular basis this is intended to give the Contractor the opportunity to respond to comments raised in order to agree remedial actions as necessary, which the Project Manager must confirm in writing is acceptable.

If the Project Manager identifies a defect, he shall notify the Contractor by means of a Notification of Defect Certificate (NDC). The Contractor shall investigate the reported defects identified on the NDC and where appropriate raises its own NCR (Non Conformity Report) and records it on the NCR Register. The Contractor shall advise the Project Manager of his proposed action. Provided the Project Manager is satisfied with the Contractor's proposed action he closes the NDC. If the Project Manager is not satisfied with the Contractor's proposed action, he shall notify the Contractor accordingly, in writing.

If the proposed action constitutes a change to the Works Information, the Contractor shall raise a Compensation Event Notice (CEN) to the Project Manager in accordance with the Contract.

If the Contractor identifies a Defect, the Contractor shall notify the Project Manager, the Project Manager shall record it on the NCR Register and follow the procedure of proposed action as detailed above, being issued directly to the Project Manager for his information.

If the Client identifies a Defect it shall be submitted to the Project Manager for review and the process where the Project Manager identifies a Defect shall be followed.

Where the Project Manager identifies and instructs a Hold Point, so that he/she can witness a test or inspection, the Project Manager shall accept or otherwise any inspection sheet or other record submitted by the Contractor in accordance with the Contractor's PQP.

The Project Manager shall produce and distribute initial site inspection reports following each site visit within 48 hours. Formal reports shall be issued within 7 working days of each site visit to the Contractor and Project Manager.

WI 740 Covering up Completed Work

The Contractor shall give at least 72 hours advance notice of such inspections unless a shorter period is agreed by the Contractor and the Project Manager. The Contractor shall not cover up such work until authorised to do so. Where the Project Manager fails to inspect the works within the agreed notification period, the Contractor shall notify the Project Manager should he wish to proceed.

WI 745 Opening up Works

As soon as possible after any part of the works or any materials or goods are known or appear to be not in accordance with the Works Information, the Contractor shall submit proposals to the Project Manager for opening up, inspection, testing, making good or removal and re-execution of such work. If the works are not in accordance with the specification, then the Contractor shall submit costs in accordance with a compensation event

WI 800 Management of the Works

WI 805 Contractor's Management of the Works

The Contractor shall be responsible for the co-ordination, supervision and administration of his works including managing and co-ordinating the interfaces between all Subcontractors as may be necessary. The Contractor shall arrange and monitor a programme with each Subcontractor and Contractor as may be required and shall obtain and supply information as necessary for co-ordination of his works.

The Contractor shall work with the Project Manager to ensure his works are co-ordinated with the works of Others.

The Contractor shall ensure that all Subcontractors are provided with copies of all relevant documentation including drawings and instructions issued by the Project Manager which relate to or affect the respective Subcontractor's work.

The Contractor shall co-ordinate the works of any two or more Subcontractors in connection with the Contractor's design portions with particular regard to the sequence and setting out of such work and any conflicts which may arise as a consequence of the detailed interpretation of Drawings by operatives on Site.

The Contractor shall supervise each element of the Contractor's design portions, to ensure that the design is being provided in accordance with the Accepted Programme and thereafter to ensure that the work comprised in each element is being undertaken in accordance with the design.

WI 810 The Contractor's Integration with the Project Manager's core team

The Contractor shall demonstrate though the Accepted Programme where required by the production of construction management strategies and plans, on how he proposes to manage the works.

WI 815 Communications

The following provides an overview of the project structure and communication arrangements for the project.

Communication Framework

Generally

All communications are to be as clear and concise as possible. To avoid loss or confusion regarding written correspondence all letters and emails should have as the accepted name of the project as their primary reference. They should be addressed for the attention of the identified key person within each organisation and must clearly indicate the distribution that has taken place. Sub-titles identifying the subject of the correspondence are to be used as appropriate.

Email/Facsimile transmissions should be used where speed of communication is important, but 'hard copy/copies' should be sent where requested by the Client or his Project Manager.

Circulation/Lines of Correspondence

The lines of communication for the project shall be as follows:

- The Client will communicate with the Project Team members via the Project Manager,
- All correspondence with the Client from the Project Team (unless specifically requested otherwise) will be from or via the Project Manager,
- The Contractor and their team will communicate directly with each other and copy all relevant correspondence to the Project Manager and,
- Sub-consultants, suppliers and manufacturers will (unless specifically requested otherwise) communicate directly with and through the Contractor.

Communications originating from the Contractor

The Contractor shall generate all its communications using approved pro-forma's. Documents will then be uploaded onto the Contractors own document management system, as necessary.

All forms of communication shall have a unique reference and be issued in an electronic format by way of e-mail and hard copy to both the Client and the Project Manager.

Communications originating from the Client

The Client will generate all its communications using its own Document Management System and will issue all forms of communication by way of e-mail or in hard copy.

The Contractor shall be responsible, upon receipt of such communications for uploading these into its own Document Management System.

The Contractor shall ensure that an accurate record is kept of dates of receipt for communications. All communications shall be signed and returned by the Contractor within two weeks of receipt.

Hard copies of communications will only be issued under the following circumstances:

- When required to do so by the Works Information or the Contract and,
- When issuing documents that cannot easily be electronically transferred and as agreed between the Client and Contractor.

The name of the Project shall be the only project title stated on all documentation including all communications, meeting notes, and drawing title blocks. All communications should be entitled; PROJECT NAME: SUBJECT.

Communications originating from the Project Manager

The Project Manager shall generate all the Clients communications using its own document management system. All email correspondence shall be issued electronic format by way of e-mail or in hard copy.

The Contractor shall be responsible, upon receipt of such communications for uploading these into its own Document Management System.

The recipient shall ensure that an accurate record is kept of dates of receipt for communications. The originator is to keep a record of every communication issue date. All transmittals shall be signed and returned within 2 weeks of receipt.

Hard copies of communications will only be issued under the following circumstances:

- When required to do so by the Works information and,
- When issuing documents that cannot easily be electronically transferred and as agreed between the Project Manager and Contractor.

The name of the Project shall be the only project title stated on all documentation including all communications, meeting notes, and drawing title blocks. All communications should be entitled; PROJECT NAME: SUBJECT.

File Formats

The Client has the capacity to view the following file formats:

- Microsoft Office Suite,
- Microsoft Project,
- Adobe Acrobat PDF and,
- AutoCAD DWG.

If the Contractor proposes the use of any other file formats for documents to be shared with the Client, it will be the Contractor's responsibility to ensure that such files are converted to one of the above formats or that a suitable viewer is supplied to the Client (with sufficient number of licences to meet the Client's requirements).

Drawing Distribution and Approvals

The Contractor will be responsible for distributing design team drawings and other construction information to the Client's Project manager and Project Manager.

The Contractor shall maintain a full set of up to date drawings on site to be available at all times for reference.

All drawings shall be issued along with a drawing transmittal sheet showing the following information:

- Project Title,
- Drawing numbers including revision reference,
- Date of Issue,
- Distribution and
- Number of copies issued and format of issue (Electronic, hard copy etc.).

Project Records & Files

All members of the Project Team should maintain their Project Records and files in accordance with the requirements of their respective organisations quality assurance procedures. Each party should hold a register of all incoming and out-going documentation, etc. issued or received by them.

Project Meetings

In order to maintain effective communication, it is important that regular meetings are conducted.

Meetings will be minimised in both duration and frequency. Careful consideration is to be given to the necessary attendees at each meeting. It is an aim that all meetings should have a brief agenda circulated to all participants at least 48 hours in advance and that minutes (preferably containing action notes) be distributed within five working days of any meeting. All minutes will be issued via email to all attendees and other relevant parties. Where corrections or clarifications are required to minutes these shall be forwarded to the meeting chair who shall issue amended versions of the minutes if required.

Generally, in respect of meetings, if team members wish to incorporate items on an agenda or table documents for discussion, then they should advise the Project Manager at least 48 hours prior to the meeting. Wherever possible, noted actions are to have realistic time limits put against them.

The Client's Project Manager shall set up and distribute a schedule of all meetings for the project after discussion with the Client and other members of the project team. This schedule shall be reviewed on a regular basis and amended as necessary. The intention is to hold all meetings with the same team on the same day of the week throughout the project and to plan meetings so that they are evenly distributed across the calendar. All project team members shall keep the Project Manager aware of any changes to the personnel attending the meetings.

It should be noted that in addition to formal meetings there will be an expectation from the Client that the Contractor and relevant members of their sub-contractor team will attend all other meetings as required. The Contractor is to allow for attendance at these meetings.

Project Core Team

The Core Team will comprise, as a minimum, the following members:

- Client,
- Client's Project Management Team including Cost Manager and CDM-Advisor
- Project Engineer
- Contractor including sub-consultants as required .

The Core Team will meet formally every month to review progress and discuss key issues relating to the scheme. The Progress meetings will be arranged, chaired and minuted by the Project Manager. The meetings will generally be held on the same day of the week and at the same time for the duration of the project with all dates and times for meetings agreed at commencement.

In addition to the formal meetings there will be ongoing and regular communication between members of the team.

WI 820 Public Relations and the Media

The Department for Transport shall be the only interface between the Client and the media with regards to this project.

Employees, Project Staff, Contractors and any subcontractors shall not, under any circumstances accept invitations to speak on TV or radio programmes, make statements to the press or any other media including the Internet or contribute to publications which may be deemed to be commenting on Company business without prior Acceptance from The Department for Transport.

Any media enquiries and requests that come directly to an Employee, Project Member, the Contractor or Subcontractor of the Contractor shall be passed immediately to the Project Manager and Client's Representative who will immediately alert the Department for Transport. At no point will any Employee, Project Member, the Contractor or Subcontractor of the Contractor deal directly with the media, interact or talk to the media.

WI 825 Data Protection

With respect to the parties' rights and obligations under this Contract, the parties agree that the Client is the Data Controller and that the Contractor is the Data Processor. "Data Controller", "Data Processor", "Data Subject" and "Personal Data" shall have the meaning as set out in the Data Protection Act 1998. "Process" shall also have the meaning given to it under the Data Protection Legislation but, for the purposes of this Contract, it shall include both manual and automatic processing.

The Contractor shall:

- Process the Personal Data only in accordance with instructions from the Client (which may be specific instructions or instructions of a general nature as set out in this Contract or as otherwise notified by the Client to the Contractor during the Term),
- Process the Personal Data only to the extent, and in such manner, as is necessary for the provision of the Services or as is required by Law or any Regulatory Body,
- Implement appropriate technical and organisational measures to protect the Personal Data against unauthorised or unlawful processing and against accidental loss, destruction, damage, alteration or disclosure. These measures shall be appropriate to the harm which might result from any unauthorised or unlawful Processing, accidental loss, destruction or damage to the Personal Data and having regard to the nature of the Personal Data which is to be protected,
- Take reasonable steps to ensure the reliability of any Staff who have access to the Personal Data,
- Obtain prior written consent from the Client in order to transfer the Personal Data to any sub-contractors or Affiliates for the provision of the Services,
- Ensure that all Contractor's Staff required to access the Personal Data are informed of the confidential nature of the Personal Data and comply with the obligations set out in this clause WI 820,
- Ensure that none of Contractor's personnel publish, disclose or divulge any of the Personal Data to any third party unless directed in writing to do so by the Client,
- Notify the Client immediately if it receives:
  - A request from a Data Subject to have access to that person's Personal Data or,
  - A complaint or request relating to the Client's obligations under the Data Protection Legislation.
- Provide the Client with full cooperation and assistance in relation to any complaint or request made, including by:
  - Providing the Client with full details of the complaint or request,
  - Complying with a data access request within the relevant timescales set out in the Data Protection Legislation and in accordance with the Client's instructions,
  - Providing the Client with any Personal Data it holds in relation to a Data Subject (within the timescales required by the Client) and
  - Providing the Client with any information requested by the Client.

- Permit the Client or the Client's Representative (subject to reasonable and appropriate confidentiality undertakings), to inspect and audit the Contractor's data Processing activities (and/or those of its agents, subsidiaries and Sub-contractors) and comply with all reasonable requests or directions by the Client to enable the Client to verify and/or procure that the Contractor is in full compliance with its obligations under this Contract,
- Provide a written description of the technical and organisational methods employed by the Contractor for processing Personal Data (within the timescales required by the Client),
- Not Process Personal Data outside the European Economic Area without the prior written consent of the Client and, where the Client consents to a transfer, to comply with the obligations of a Data Controller under the Eighth Data Protection Principle set out in Schedule 1 of the Data Protection Act 1998 by providing an adequate level of protection to any Personal Data that is transferred and any reasonable instructions notified to it by the Client.

The Contractor shall comply at all times with the Data Protection Legislation and shall not perform its obligations under this Contract in such a way as to cause the Client to breach any of its applicable obligations under the Data Protection Legislation and

The Contractor shall indemnify and keep indemnified, the Client fully against any financial penalties arising from or in connection with any breach by the Contractor or its Staff of any of the provisions of this Supplementary Condition No. 5 (Data Protection), or any misuse, loss or unauthorised use or disclosure by the Contractor or its Staff of any Personal Data or sensitive personal data (as defined by the Data Protection Act 1998) relating to any person, where such misuse arises in connection with the Contractor's provision of the Services or the performance of its obligations under this Contract.

WI 830 Reporting procedures

Contractor's requirements

The Contractor shall report to the Project Manager on the following items during the execution of the works on a monthly basis. Some of the items listed below are covered under other sections of the Works Information, however, this section is aimed at providing an executive summary of the requirements.

The Contractor's report contains Contractor and Subcontractor information including the following as appropriate:

- Health, Safety and Environmental Reports including registers, schedules, and corrective action/initiative plans in line with the requirements detailed within this Works Information,
- Contractors Design Progress Report including reports from each of the design consultants,
- Status of programmes, working drawings and Acceptance status is to be provided,
- Overall Programme and Progress Reporting for all activities,
- Construction Progress Report,
- Quality Reports including progress of inspections, Acceptances and auditing,
- Financial/Cost/Contract Administration Reports,
- Procurement Programme and Reports for design and Subcontract packages,
- Testing and Commissioning Report,
- Subcontract Execution and Status Reports,

- Risk Register Updates and Status Reports,
- Handover Plans and Reports,
- Health and Safety File Compliance Registers and Reports,
- O&M/As Built/Asset Information Schedules, Registers and Reports and
- Disputes.

WI 835 Meetings to be attended by the Contractor

Meeting Topic	Frequency of meeting	Timing of meeting & location
Progress Meeting	Every two weeks	Normal Working Hours – TBA Site. A maximum of 1.5 Hours per meeting.
Environmental Health & Safety Meeting	As required	Normal Working Hours – TBA Site. A maximum of 1 Hours per meeting.
Quality Meeting	As required	Normal Working Hours – TBA Site. A maximum of 1.5 Hours per meeting
Commercial Meeting to include Compensation Events/ Change Control/ Risk Reduction	As required	Normal Working Hours – TBA Site. A maximum of 3 Hours per meeting

WI 840 Liaison Meetings

The Project Manager shall hold liaison meetings, as required, with the Contractor's site staff to assist in the timely resolution of ongoing quality issues, including those recorded on the record of inspections. The frequency of these meetings is determined on the record of inspections and it is envisaged that they would be on a weekly basis. No formal minutes are taken but action notes shall be recorded for outstanding quality issues requiring resolution.

WI 845 Risk Management for the Project

Risk is associated with every project, and the successful management of a project cannot rely on the absence of all risk. Risk is managed by an iterative process of identification, assessment and response. Risk Management is also the joint responsibility of the Project Manager and the Contractor, and the risk management process comprises several integrated and iterative processes.

The project team works together to identify risks (future opportunities, risks and threats) and issues which exist as uncertainties.

The Contractor and the Project Manager identify risks and issues for the Project Risk Register.

The Risk Register is a standard format applied uniformly across the Project.

Risks are categorised by type, source and impact and assigned a Risk Owner responsible for managing the response and monitoring status of the risk and response actions.

WI 850 Risk Assessment

Risks and issues are qualitatively and quantitatively assessed as soon as possible following identification to determine their inherent exposure. Risks and issues are assessed for their potential to affect the Contractor's ability to provide the works or affect the Project Programme. These assessments shall be reported immediately by the Contractor to the Project Manager and vice versa.

Qualitative assessment includes determination of probability and impact, in terms of time (programme) and cost,

Qualitative assessment is also performed in terms of Quality/Fitness for purpose, (as defined in the Contract), Sustainability, Legacy, Health & Safety, Security and Reputation,

Quantitative assessment is performed in time to support costing of the design and

Ongoing re-assessment is undertaken as required by the Contractor and Project Manager to determine current exposure, at regular intervals.

WI 855 Risk Response

Risks and issues on the Risk Register are managed jointly by the Contractor and Project Manager in a pro-active manner.

A response strategy and action plan is identified for each risk by the Project Manager in liaison with the Contractor,

An assessment based on the response strategy and action plan is performed to determine target residual exposure by the Project Manager,

Control actions are identified for, and implementation responsibility assigned to the person (Action Owner) best placed to undertake the action(s). The Project Manager instructs accordingly,

Post-Control action assessments are performed to determine if further actions are required by any party and

Contingency plans are developed for risks that cannot be reduced to an acceptable level.

WI 860 Risk Reviewing and Reporting

Risk status, including response action progress, is reviewed at least monthly at risk reduction meetings or as required by the Contract.

The timing and frequency of Contractor updates of risk status and for risk reduction meetings is specified by the Project Manager.

The Risk Register is updated following the risk reduction meeting.

Performance Status Reports are made to the Client to inform him of the status of risk exposure in respect of the works and document observed trends in performance and emerging or resolved issues, changes in the assessment of risks, and to forecast planned and actual reductions in exposure, over time.

WI 865 Risk Management

The Contractor produces a Risk Management Plan to describe the process and responsibilities for its implementation. The Plan is updated as key dates of the project are reached, or as requested by the Project Manager and the Plan describes how the processes of early warning notices and compensation events are integrated.

The Risk Management processes continue until completion of the works with ongoing identification, assessment, response and review/reporting.

WI 870 Prohibited and Controlled Items

Prohibited Items

The Contractor's Personnel are not permitted to bring any of the following items onto any of the Client's sites and or any of the construction areas:

- Explosives, firearms and offensive weapons and/or
- Alcohol and controlled substances that are not prescribed.

WI 900 Working with the Client and Others

The Contractor will cooperate and coordinate the Contractor's own works with the Client and Others.

WI 905 Sharing the Working Areas with the Client and Others

In accordance with requirements of the contract, the Contractor co-operates and shares the site and/or the working areas with various parties, including authorities and utilities providers, as may be required.

The Contractor will work with the Project Manager through weekly planning meetings to ensure effective and efficient working and access to the site and/or working areas.

The Contractor shall co-ordinate and co-operate in all aspects of the works as required by the Project Manager and will work with the Project Manager's team to interface, co-ordinate and complete the works.

WI 910 The Contractor's Personnel at the Client's Establishment

The Contractor shall have no claim against the Client for any additional cost or delay occasioned by the closure of the Client's facilities, for public holidays, industrial action, or Stand Down Days, where these are made known to him prior to placing the Contract.

The Contractor shall, except as otherwise provided for in the works, make good or, at the option of the Client, pay compensation for all damage occurring to any of the Client's property, which includes land or buildings, occasioned by the Contractor or the Contractor's Personnel, arising from his or their presence on the Client's establishments in connection with the works, provided that these requirements shall not apply to the extent that the Contractor is able to show that any such damage was not caused or contributed to by any circumstances within his reasonable control or of that of the Contractor's Personnel.

All property of the Contractor while at the Client's Establishment shall be at the risk of the Contractor, and the Client shall accept no liability for any loss or damage howsoever occurring thereto or caused thereby, except as follows: -

- Where any such loss or damage was caused or contributed to by any act, neglect or default of any of the Client's, agent or contractors. The Client shall accept liability therefore to the extent to which such loss or damage is so caused or contributed to as aforesaid; and
- Where any property of the Contractor has been taken on charge by the Client, and a proper receipt has been given therefore, then the Client shall be liable for any loss or damage occurring to that property while held on such charge as aforesaid.
- The Contractor shall pay to the Client the cost of damage incurred by the Client in excess of normal wear and tear caused by the execution of the Contract.

For the duration of the work on the Client's site by individuals from the Contractor, such individuals shall follow all processes, procedures and policies of the Client and any and all additional instructions the Client may issue from time to time.

The Contractor shall ensure that property belonging to the Contractor or subcontractors to the Contractor engaged in the performance of the Contract (including plant, equipment and tools etc) brought onto the Client's site, is safe, used in line with the Client's site rules and procedures and shall be marked with the Contractor's name (or the name of the hirer in the case of hired plant). Any equipment not marked in accordance with this condition may be deemed to be the property of the Client.

The Contractor shall not remove, procure, arrange or otherwise facilitate the removal of property from the Client (unless with the prior written consent of the Client) other than property belonging to the Contractor and engaged in the performance of the Contract.

WI 1000 Services and Other things to be Provided

This section of the document explains the facilities and services to be provided by the Contractor and the Client to allow the works to be executed between the starting date and the completion date.

WI 1005 Services and other things for the use of the Client, Project Manager or Others to be provided by the Contractor

Facilities and services to be provided by the Contractor for use by the Client from the starting date until the completion date are as follows:

- Provision of waste skips and emptying,
- Utilisation of first aiders,
- General access scaffolding and edge protection to all work areas,
- Hoisting facilities
- Delivery of safety training in conjunction with the Client,
- Temporary electrical works,
- Signage and
- Cleaning the works area and welfare facility.

The contractor shall ensure the security of the site is maintained, and shall provide all necessary padlocked entrances and ensure they are closed when not in use and locked whenever the site is unattended. The Contractor shall also ensure that no access is gained to the site during working hours by unauthorised persons and the contractor will maintain a pass system and keep daily records of site access.

Lighting and Power

Power will be provided free of charge to the Contractor and should be taken from the agreed suitable points in the building close to the areas of work.

Location of supply point: to be identified by the contractor.

Point of supply: to be identified by the contractor.

Available capacity: TBA.

Continuity: The Client will not be responsible for the consequences of failure or restriction in supply.

Additional lighting and power requirements will be provided via temporary power supplies organised and paid for by the contractor if required.

Water

Water will be provided free of charge to the Contractor and should be taken from the agreed suitable points in the building close to the areas of work.

Source: to be identified by the contractor.

Location of supply point: to be identified by the contractor.

The Client will not be responsible for the consequences of failure or restriction in supply.

Additional water supply requirements will be provided via temporary supplies organised and paid for by the contractor if required.

Telephones

The Contractor is to provide a suitable number of mobile telephones as soon as practicable after the start on site for joint use by the Contractor and Subcontractors and pay all charges.

Beneficial use of Installed Systems

Unless specific permission is given by the Client and installer, the Contractor is not to use permanent systems for any purpose other than running in, testing and commissioning.

If permission is given for any other use of a system before the Works are accepted as complete, it must be subject to a separate written agreement between the parties.

Personal Protective Equipment

The Contractor is to provide for the sole use of those acting on behalf of the Client, in sizes to be specified:

Safety helmets to BS EN 397, neither damaged nor time expired, high visibility waistcoats to BS EN 471 Class 2, safety boots with steel insole and toecap to BS EN ISO 20345, disposable respirators to BS EN 149.FFP1S, eye protection to BS EN 166, ear protection - muffs to BS EN 352-1, plugs to BS EN 352-2 and hand protection - to BS EN 388, 407, 420 or 511 as appropriate.

Site Accommodation

There is no requirement for the Contractor to provide a site office for Contractor's purposes. No dedicated office is required for the Client's representative. Toilets for Contractors will be allocated in the basement area of the front wing.

Other

No specific storage will be provided.

The Contractor shall provide all required medical and first aid facilities required to comply with statutory requirements.

The Contractor is to provide a full colour site signboard in accordance with WI 291.

The format and appearance of the signboard shall be approved by the Project Manager.

The Contractor is to provide all directional signage required to allow sub-contractor vehicles and deliveries easily find the site.

WI 1100 Health and Safety

WI 1105 Introduction to Management Arrangements

This project will adopt an Incident Injury Free/Target Zero initiative.

WI 1110 Management Arrangements

The Contractor shall take all reasonable precautions to work in a safe manner, prevent, reduce and control risks to health, safety and the environment in all-working practices and activities pursuant to the Works and ensure or secure compliance with any relevant statutory provision. The Contractor and all of its Subcontractors as a minimum shall comply with the requirements as detailed therein and set out in the Construction Phase Health & Safety Plan.

The Contractor shall only nominate, appoint or otherwise engage any Sub-contractor or Self-employed person for the performance of, or in relation to, the Works with the acceptance of the Project Manager. The Contractor shall ensure and fully demonstrate, with due regard to the nature and extent of the Works, that such work or operations are only carried out by competent persons.

WI 1115 Health, Safety and Environment Requirements

The emphasis is on effective planning, communication and team work to ensure risks are identified and managed. The Client actively promotes a culture whereby there is no activity carried out on its sites which cannot be undertaken with full regard and adherence to its Safety Requirements Documents.

Safety, Environment, Health, Quality and Security issues at the Client's site are paramount. The Client requires that all activities undertaken on the Client's site or goods supplied to it are done so in a safe, efficient and environmentally conscious manner.

The Contractor shall ensure the reduction of HS&E risk and impact through design, by identifying options, Design Hazard Risks in compliance with the CDM Regulations 2015 and evaluating them by taking Health, Safety and Environment implications fully into account.

The Contractor shall also optimise positive and minimise any potential adverse impacts on land, water, noise and air quality through design and site operations and good practice.

The Contractor shall comply with approved Site Waste Management Plan which will confirm the waste streams and waste objectives and requirements.

WI 1120 Health, Safety and Environment Requirements

The Contractor shall obtain the prior written acceptance of the Project Manager to the introduction or disposal of any dangerous or hazardous (or potentially dangerous or hazardous) substances or processes to or from the Site and shall comply with all arrangements specified by the Project Manager in this respect.

WI 1125 Assurance Events Reporting

All incidents, accidents, near misses and injuries, no matter how trivial, shall be reported in accordance with the to the Project Manager. The Contractor shall use the Client's arrangements as supplementary to their own incident reporting arrangements. Where the incident or accident is reportable under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (1995) RIDDOR the Contractor shall supply to the Client, a copy of statutory notifications, Form

2508, 2508A or otherwise, within ten calendar days of the Occurrence of the reportable incident or accident. The Contractor is also to produce an OSHA report on a monthly basis.

WI 1130 Environment

The Contractor shall comply with requirements of ISO 14001 in addressing environmental aspects.

The Contractor shall issue to the Project Manager for approval 2 hard copies and 1 electronic copy of an Environmental Management Plan and Site Waste Management plan for the Works.

WI 1135 Registration, Evaluation and Authorisation of Chemicals (REACH)

Where REACH (Registration, Evaluation and Authorisation of Chemicals) Regulation applicable substances, preparations or articles are to be supplied, the Contractor shall ensure that the appropriate and accurate REACH pre-registration or registration is underway or complete and that the appropriate and accurate REACH documentation is made available to the Client.

WI 1140 Work Authorisation

A Safe System of Work (SSoW) shall include (as required) but not be limited to and will be produced & presented by the Contractor in the following sequence:

- Title of Task; with unique reference & the date issued,
- Index,
- Location of work by level & area,
- A brief outline of the work to be done,
- Emergency Arrangements. This section contains the names, telephone numbers and building location of persons to be contacted in the event of an emergency. More importantly it also includes the telephone numbers of the emergency services for the site. It could also indicate who is responsible for contacting help in the event of an emergency and the location of the nearest telephone other communications devices, fire-fighting equipment and first aider,
- Project Managery arrangements are to be made clear and state who is responsible for supervising the task and any competence requirements for the operatives,
- Brief programme for the works including anticipated start date, duration etc.,
- Scope of work/task/operation and specific method statement (not generic). The method statement covers the work to be carried out. It does not cover the core skill of the operator carrying out the works; i.e. it may call for a weld to a specific standard but it will not describe how to weld to that standard. Details of the task/operation/process referred to in the scope of work, sequence of work/task/operation and work area are to be clearly identified with references to drawings, sketches, grids, elevations, etc. In brief, this section describes exactly how the work will be done so that Project Managers or operatives can read through the sequence of events and ensure that where any Hold Points have been identified, they are observed and verified prior to moving on to the next work step.
- Risk Assessment.
- Risk assessments specific to the works,

- Manual Handling,
- COSHH assessment,
- COSHH data,
- Personal Protective Equipment (PPE) requirements are identified here through the information provided on the PPE Assessment. Where multiple work phases are expected, it should clearly define what PPE is required for each activity,
- RPE,
- Noise exposure,
- Existing services identified,
- Details of temporary services required,
- Excavation measures required and
- Confined space method statement risk assessment included.
- Environmental Controls. Included within this section is information regarding any necessary control measures relating to the protection of the environment such as bunding for the bulk storage of hazardous substances or clearance certificates for the disposal of contaminated spoils or arrangements for dealing with flammable materials and waste,
- Schedule of plant and Plant/Equipment Inspection. The inspections are to form a hold points within the SSoW,
- Lifting Study, any special lifting attachments, crane certification, plant operators certification, plant certification, equipment data and crane method statement risk assessment included,
- Scaffolding Method Statement Risk Assessment,
- Permits to work required,
- Demarcation, schedule of arrangements for demarcation, controls for the safety of third party. Is the assessed high risk or safety critical phases identified with controls specified? Assessment of the risk due to overlap with other Subcontractors, visitors, client personnel, members of the public, clients' operation,
- Schedule of Hold points and
- Acknowledgement of SSoW by the operatives signed and dated correct.

ALL personnel are to wear the correct and defined Personal Protective Equipment (PPE) whilst visiting or working on the Construction Site.

WI 1145 Health and Safety Requirements

The Contractor must comply at all times with the Health and Safety at Work etc. Act 1974, the regulations made under the Act including but not limited to the Management of Health and Safety at Work Regulations 1999, and all other health, safety and welfare requirements applicable to the works subject of this contract.

Product data sheets giving details of any hazards associated with products used in providing works under this contract must be supplied on request to the Project Manager.

The Contractor's health and safety policy together with specific risk assessments (or method statements incorporating risk assessment or safe working procedures as the case may be) submitted to the Client form part of the contract and the Contractor is to comply therewith at all times when carrying out the works.

Whilst on premises controlled by the Client, the Contractor is to ensure that his employees, Subcontractors and agents comply with the lawful requirements of the Client, including the Project Manager's requirement to monitor the Contractor's health and safety periodically. The Contractor also ensures that his employees, Subcontractors and agents observe any local arrangements for fire, health, safety, welfare, hygiene and security.

The Contractor is to ensure that a suitably competent person is responsible for health and safety matters as required by law, for the duration of the contract.

The Contractor is to report all serious accidents and incidents (including those reportable to the Enforcing Authority under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995) that occur as a result of carrying out of the contract to his employees, sub-contractors, agents, or members of the public, to the Project Manager and CDM-Advisor.

The Project Manager is empowered to suspend the provision of the works if the Contractor fails to comply with any legal requirements stated in the above clauses or within any contract specifications.

The Contractor is not to resume provision of the works until the Project Manager is satisfied that the non-compliance has been rectified. In respect of any such period of suspension, the provisions for default as set out in this contract shall apply.

The Client will not incur any liability under the contract as the result of any action taken by the Project Manager to suspend provision of the works in the event of non-compliance by the Contractor.

Communication and Liaison

All those in control of construction work are required to provide workers (including the self-employed) under their control, with any information that they require to carry out the work safely and without risk to health.

The Contractor shall ensure that all workers are provided with a suitable, site specific induction to inform them of the arrangements for health, safety and welfare at their work site. This should include any relevant findings resulting from risk assessment, including risks arising from activities of other operatives working nearby. Site rules should be explained along with the procedures to be followed in the event of any worker finding themselves in a position of serious and imminent danger.

Arrangements for worker engagement on site should always be tailored to the size and nature of the project and risks involved. On smaller sites, informal arrangements for collecting workers' views can be effective; e.g. by arranging reviews of method statements immediately before the work itself is carried out.

Contractors may need to make special arrangements for workers for whom English is a second language, or who are unable to read English/have literacy difficulties. These could include provision of translation, use of interpreters or replacing written notices with clearly understood symbols or diagrams.

The Contractor has a specific duty to make and maintain arrangements to enable effective co-operation and consultation between themselves, contractors and workers. Arrangements made in respect of co-operation and consultation with workers on site should be recorded by the Contractor and included in the construction phase plan. Such arrangements will require regular review and updating, as circumstances on site change.

Such arrangements need to cover all workers effectively, including those who may only be on site for brief periods. The arrangements should be proportionate to the size and complexity of the work, the scale of hazards and the size of the workforce.

The Contractor shall implement a range of mechanisms to ensure that on-site consultation is effective. This could include regular consultation meetings, consultation during inductions, daily briefings, toolbox talks, etc.

Site Security

The Contractor shall have sole responsibility to ensure the sites are secured throughout the duration of the works.

In order to protect the general public from on-site activities, a detailed description of security arrangements including; hoarding, fencing, signage, signing in and out procedures etc. are to be included in the construction phase plan. The Contractor shall provide suitably robust demarcation between the works and public and office areas. All site security measures should be in accordance with HSG151 – 'Protecting the Public – Your Next Move'.

Site security procedures are to be included within the Contractor’s construction phase plan.

Welfare Provision

Welfare arrangements are to be in accordance with the CDM Regulations 2015 and are to be commensurate with the site undertaking.

The Contractor shall provide a proposal for the temporary minimum needs of the welfare facilities to enable the contract works to be complete. The Contractor shall confirm exact proposals with the Project Manager.

All facilities are to be accessible and are to have adequate heating, lighting and ventilation. Proposals for the location and layout of temporary site accommodation, welfare facilities, storage and loading/unloading areas etc. are to be included within the Contractor's construction phase plan.

Site Access and Egress Points

Proposals for Contractor site access and egress points are to be included within the Principal Contractor’s construction phase plan.

Consideration should be given to the existing access or means of escape for other users at any time.

No Go Areas and other Authorisation Requirements

Third party properties within close proximity to the site will require special consideration when compiling the construction phase plan.

Where necessary the local authority should be consulted and under the Control of Pollution Act 1974 a Section 61, 'Consent to Statutory Nuisance' should be submitted as required.

The Contractor shall ascertain any pertinent restrictions from the local authority prior to commencing works (i.e. any restrictions on times authorised for works which are audible at the site boundary).

The Principal Contractor must specify, in the construction phase plan, any details relating to authorisation requirements including associated road and pavement closures (if applicable).

Site Transport Arrangements and Vehicle Movement Restrictions

Movement of onsite vehicles is to be closely monitored and a suitable and trained banksman employed.

Assessments are to be made where the movement of vehicles on site affects either public activities or other site activities. Suitable demarcation should be maintained by the Contractor to separate vehicle and pedestrian routes at all times throughout the duration of the project. The Principal Contractor shall confirm access routes and parking areas on site with the local authority prior to works commencing.

Fire Precautions

A competent person shall be appointed to act as a Fire Marshal and the proposed fire emergency procedures included within the construction phase plan. The adopted procedures are to be brought to the attention of all workers and visitors to the site. The Contractor is to provide suitable fire-fighting equipment and is to maintain an emergency evacuation procedure throughout the progress of the works. Note must be taken, when formulating the fire plan, of any existing systems that are operated within third party properties. The fire plan should comprise, but not be limited to:

- Means of escape indicating escape routes (to be displayed),
- Means of extinguishing fire (operatives to be trained),
- Means of minimising risk,
- Hot work permit procedures,
- Emergency procedures, including details relating to site employees, if any and
- Name of the Fire Marshal (to be displayed).

All works undertaken on the premises should be in accordance with the article ‘Joint Code of Practice Fire Prevention on Construction Sites and Buildings Undergoing Renovation’.

Fire precaution procedures are to be included within the Contractor’s construction phase plan.

Emergency Procedures and Means of Escape

The site emergency routes and exits are to be marked on a plan of the site, included by the Contractor in the construction phase plan and communicated to all operatives and visitors. All emergency routes are to remain open throughout the duration of the works.

An Emergency First Aid Notice shall be displayed on site.

Procedures in respect of other emergencies are also to be described in the construction phase plan and communicated to all operatives and visitors. These should include (but not be limited to):

- Location and telephone number of local hospital Accident and Emergency (A&E) department,
- Location and telephone number of local police station,
- Location and telephone number of local ambulance station,
- Location and telephone number of local fire and rescue station,
- Emergency telephone numbers for statutory services and
- In the event of an environmental emergency, the Environment Agency should be contacted.

Confined Spaces

Where it is necessary to undertake work in confined spaces, as defined by the Work in Confined Spaces Regulations, the appropriate controls as set out by these regulations must be strictly observed. The Contractor shall implement a safe system of work for any operation to be undertaken within a 'confined space'. This must be communicated to all operatives engaged in the task and a permit-to-work system introduced. The Contractor shall also refer to the HSE publication INDG258, ‘Safe Work in Confined Spaces’.

Confined space procedures are to be included by the Contractor within the construction phase plan.

Smoking Restrictions

The Health Act 2006 (amended 1 July 2007) requires that all enclosed premises in England be smoke free.

The Contractor must ensure that all requirements of the aforementioned Act are adhered to at all times.

Parking Restrictions

The Contractor shall make themselves aware as to whether there are any specific parking restrictions imposed on contractors by the local authority.

Boundaries and Permanent/Temporary Access

The Principal Contractor shall ensure that residential third party boundaries to the site are clearly understood prior to works commencing.

Delivery, Waste Collection or Storage Restrictions

In accordance with environmental legislation, all waste generated from the works shall be, where practicable, segregated and disposed of to a licensed tipping facility utilising registered and licensed waste disposal contractors.

A site waste management plan must be in place, prior to works commencing, for all projects with construction cost in excess of £300,000. All waste removed from site must be recorded, and the plan retained for two years, following Completion.

In the case of hazardous waste, all products shall be removed and disposed of in accordance with relevant local enforcing bodies.

All licenses obtained and transfer notes shall be retained as proof of correct disposal.

Arrangements for storing, removing and the location of skips are to be included within the construction phase plan.

The Principal Contractor shall ensure, so far as is reasonably practicable, that site deliveries and collections are scheduled at suitable times during the day so as to avoid anti-social hours, school rush hours, work rush hours and local organised events where the volume of local traffic may increase.

Road and Traffic Systems adjacent to the Site

The Contractor shall take into consideration the health and safety implications posed by variations in the traffic systems. The following is a list of items for consideration; however, this list is merely indicative and not exhaustive:

- Double or single yellow lines,
- Blind corners,
- Narrow roads,
- Junctions,
- Bus stops,
- Pedestrian crossings and
- Parking bays.

The Principal Contractor shall be mindful of the need to work in harmony with the local community and observe local traffic restrictions which must be adhered to at all times. Where applicable, a pavement licence/consent must be obtained prior to erecting scaffolding and/or placement of a waste skip on the public highway.

Design Assumptions, Work Methods and Control Measures

The Principal Contractor, where applicable, shall take note of information provided by all designers and develop safe systems of working. Risk assessments and method statements shall be incorporated within the construction phase plan prior to executing any high risk/ hazardous operation.

Materials requiring Special Precautions

Materials to be incorporated in the works are subject to the requirements of the Control of Substances Hazardous to Health Regulations (COSHH) as amended. The Principal Contractor shall perform risk assessments for hazardous materials. The requirement is applicable to subcontractors and must be co-ordinated by the Contractor.

Caution should be exercised, however, when handling the various 'hazardous substances' which are commonly used. The Principal Contractor shall ensure that Material Safety Data Sheets (MSDS) are available and COSHH assessments undertaken. This information should be read and understood, plus, all control measures, as described within the COSHH assessments, should be put in place.

Particular activities involving materials which are hazardous to health need to be assessed. Method statements should be established prior to works commencing.

The Dangerous Substances and Explosive Atmospheres Regulations (DSEAR) aim to protect people from the risks from fire, explosion and other similar events that may occur as a result of the presence or use of dangerous substances. DSEAR is principally concerned, therefore, with the safe use of substances that can create thermal radiation effects (burns) and over-pressure effects (blast injuries).

In summary, a 'dangerous substance' is any natural or artificial substance which is explosive, extremely flammable, highly flammable or flammable, including liquids, vapours, gases, dust and equipment that might leak or generate a dangerous substance. Such substances that are bought in commercially will be recognised by the standard pictograms on the container, e.g. Explosive – Oxidising – Flammable.

WI 1200 Sub-Contracting

WI 1205 Restrictions or Requirements for Sub-Contracting

Within 3 weeks of the Contract Date the Contractor shall provide to the Project Manager a schedule that clearly states which activities are to be subcontracted together with the name of potential suppliers and those that are to be undertaken directly. The Contractor may only revise this schedule with the approval of the Project Manager or when required by the Project Manager.

WI 1300 Title

WI 1305 Marking

The Contractor shall prepare Equipment Plant and Materials for marking as follows: (Clause 71.1)

- Separately identified, stored and marked as ‘Property of IMO’,
- The location where the Equipment Plant and Materials are stored in an area sealed off from the rest of the Contractors’ production runs,
- Prepares and issues a detailed list of Equipment Plant and Materials,
- Takes out insurances on the Equipment Plant and Materials as required by the Project Manager and
- Provides appropriate vesting certificates for the Equipment Plant and Materials.

The Contractor shall take digital photographs for transmission to the Project Manager as proof of marking.

WI 1310 Materials from Excavation and Demolition

In accordance with Clause 73.2 of the Contract the Contractor has no title to any materials arising from excavations and/or demolition undertaken on Site, unless as expressly identified in the Works Information. Any need for removal will be only as instructed by the Project Manager.

The Contractor shall not salvage/reclaim materials unless prior acceptance of the Project Manager has been received which shall not be unreasonably withheld. The re-use/recycling of materials for providing the works which have been excavated or have been recycled as a result of demolition are permitted, with the acceptance of the Project Manager.

WI 1800 Contract Amendments

WI 1805 Retention (Option X16)

The retention percentage is 5%.

The Project Manager will release the final 2½% retention when the Defects Certificate is issued. The Project Manager will not be issuing the Defects Certificate until all 'As Built drawings and Operating and Maintenance Manuals' and all test procedures and certification required by the Works Information have been accepted by the Project Manager.

WI 1810 Limitation of Liability (Option X18)

Refer to Contract Data.

Andy Bell

Building Surveyor

Faithful+Gould
UK AND EUROPE

T +44 (0) 2032 148 981

E Andy.Bellfgould.com

FGOULD.COM

Appendix E

Specification & Drawings
[Please refer to .Zip folder]

Appendix F

Tender Pricing Schedules
[Please refer to .Zip folder]

Appendix G

Pre-Construction Information

SNC·LAVALIN

FAITHFUL+GOULD
Member of the SNC-Lavalin Group

International Maritime Organisation: LV Electrical Maintenance and Chiller Auto Change Over/Upgrade Works

Pre-Construction Information

Building Maintenance

December 2018

Notice

This document and its contents have been prepared and are intended solely as information for IMO and use in relation to these works.

Faithful+Gould assumes no responsibility to any other party in respect of or arising out of or in connection with this document and/or its contents.

This document has 23 pages including the cover.

Document history

Revision	Purpose description	Originated	Checked	Reviewed	Authorised	Date
1.0	PCI	JP	RG	RG	RG	04/12/2018

Client signoff

Client	International Maritime Organisation
Project	LV Electrical Maintenance and Chiller Auto Change Over/Upgrade Works
Job number	
Client signature / date	

Table of contents

Pre-Construction Information Development

In accordance with the Construction (Design and Management) Regulations 2015, any project where there is a requirement for more than one contractor to complete the work a Principal Designer and Principal Contractor is to be appointed.

The role of the Principal Designer is to manage, monitor and coordinate the pre-construction phase and as part of this duty provide pre-construction information to the relevant parties involved with this project.

Project to which this document relates: LV Electrical Maintenance and Chiller Auto Change Over/Upgrade Works

Pre-Construction Information: Collation/Issue Record

COLLATION

Type of Pre-Construction Information Identified	Information Requested From	Date Requested	Date Received
Asbestos Survey and/or Asbestos Register for the building	Project and client team	04/12/2018	04/12/2018

1. Project Brief

1.1. Project Description and Programme Details

Site Information

The details of the site to which this pre-construction information relates are as follows:

International Maritime Organization (IMO)

4, Albert Embankment

London

SE1 7SR

Managed Building Services: Engie FM (Steve Wright: 020 7587 3106)

Nature of the Project

Mechanical and Electrical works.

Scope of Works

The electrical services installations for the contract areas shall comprise of provision and installation of the following replacement and upgrade works:

1. Isolation, decommissioning and removal of redundant equipment
2. Control panels
3. Switch fused isolators.
4. Distribution board.
5. Warm air heater
6. Openable smoke vent battery systems.
7. AHU inverters
8. Lighting contactors and associated enclosures.
9. Chiller Auto Changeover Upgrade works
10. Temporary supplies
11. Testing, commissioning and certification of new equipment
12. Provision of O & M Manual including “as fitted” drawings, certificates etc.
13. Act as the principal Contractor in full compliance with the CDM Regulations 2015 including provision of Health and Safety file.
14. Undertake any necessary maintenance during the 12-month D.L. period.

And, to carry out the following: -

1. Removal from site of all redundant electrical services/equipment.
2. Associated builders work including all necessary making-good of holes, chases etc.
3. Protection of areas and cleaning of work where necessary.
4. Provision of notices and warning labels.

The Principal Contractor is to inform the Principal Designer of any additions/ amendments to the scope of works in order to co-ordinate any health and safety issues with the project team.

Project Programme

Start on site: TBC

Anticipated completion date: TBC

Duration: TBC

Sectional Completion Details/Phasing Arrangements

The site will remain operational and the works will be phased to permit continuous trading.

Planning and Preparing for Construction

A minimum of 2 weeks is provided to allow the contractor time to plan for the construction work.

1.2. Project Directory – Key Participants

Company Name	Address	Telephone Numbers	Contact
Client			
Department for Transport C/o Maritime and Coastguard Agency	Spring Place Bay 2/29 105 Commercial Road Southampton SO15 1EG	Tel: 020 3817 2380	Elaine Teoh Elaine.Teoh@mcga.gov.uk
Facilities Management			
International Maritime Organization (IMO)	4, Albert Embankment London SE1 7SR	Tel: 020 7587 3106	Gerhard Bildstein gbildstein@imo.org
Principal Designer / CDM Advisor			
Faithful+Gould	Wellington Gate 7-9 Church Road Tunbridge Wells Kent, TN1 1HT	Tel: 01892 510500 Mob: 07826 664324	Joe Purslow joe.purslow@fgould.com
Client Project Manager/ Building Surveyor			
Faithful+Gould	Euston Tower 286 Euston Road LONDON NW1 3AT	Mob: 07917 173 206 Mob: 07342 084 581	Simon Guild Simon.Guild@fgould.com Andy Bell Andy.Bell@fgould.com
Mechanical & Electrical Designer			
David Miles & Partners	5 Holgate Court, Western Road, Romford, Essex, RM1 3JS	Tel: 01708 729070	Jake Saunderson jake.saunderson@davidmiles.co.uk

1.3. Workplace (Health, Safety and Welfare) Regulations 1992

The completed works will be used as a workplace; consequently, all the finished designs should comply with the relevant requirements of the Workplace (Health, Safety and Welfare) Regulations 1992.

1.4. Existing Information, Plans and Records

Existing Information

All existing and proposed drawings relevant to the scope of works have been provided within the tender documentation.

Should further drawings be required, these should be requested directly from the Client via the Project Manager, Simon Guild, Faithful+Gould (simon.guild@fgould.com).

The International Maritime Organization have an online system called “Intelli-Scan” which has record of all building information available e.g. O&M Manuals/Health and Safety Files; as-built drawings; service drawings; Asbestos Management Plan; Fire Risk Assessment and Fire Plan; plant maintenance records. This information can be requested via the Project Manager.

The Asbestos Management Plan for the building (Appendix A) includes an Asbestos Management Survey and Asbestos Register for the contractor’s consideration when planning their works. The Principal Contractor is to reference all asbestos register/survey documentation to ascertain whether they fully cover the scope of works. If there are any gaps or shortfalls of information, the Principal Contractor should request from the Client an additional survey covering their work activities.

Existing Health & Safety File

A Health and Safety File will be prepared from the works to comply with the requirements of Appendix 4 CDM 2015.

2. Client Considerations

2.1. Arrangements

Planning and Management of Construction

All stages of planning and management of construction works should be undertaken giving due regard to health and safety, through liaison with and engagement of the Principal Designer.

The Client or their CDM Advisor will review the development of the construction phase plan and will confirm when the plan is adequate and sufficient for the construction works to commence.

Health and Safety Goals

The primary safety goal is to complete this project in accordance with the requirements of the current legislation, health and safety guidance and industry good practice without endangering the health, safety and welfare of those persons undertaking construction operations, and those others who will be or may be affected by their acts or omissions during the project.

Communication and Liaison

All Project Communications should be directed through Faithful+Gould as the Client Project Managers.

Good communication channels will also be required with the rest of the project team.

All those in control of construction work are required to provide workers (including the self-employed) under their control, with any information that they require to carry out the work safely and without risk to health.

The Principal Contractor shall ensure that all workers are provided with a suitable, site specific induction to inform them of the arrangements for health, safety and welfare at their work site. This should include any relevant findings resulting from risk assessment, including risks arising from activities of other operatives working nearby.

A building induction including site rules will be provided by Engie FM in the first instance which will then need to be incorporated into the Principal Contractors own induction.

Site rules should also be explained along with the procedures to be followed in the event of any worker finding themselves in a position of serious and imminent danger.

The Principal Contractor has a specific duty to make and maintain arrangements to enable effective co-operation and consultation between themselves, contractors and workers. Arrangements made in respect of co-operation and consultation with workers on site should be recorded by the Principal Contractor and included in the Construction Phase Plan. Such arrangements will require regular review and updating, as circumstances on site change.

Such arrangements need to cover all workers effectively, including those who may only be on site for brief periods. The arrangements should be proportionate to the size and complexity of the work, the scale of hazards and the size of the workforce.

The Principal Contractor shall implement a range of mechanisms to ensure that on-site consultation is effective. This could include regular consultation meetings, consultation during inductions, daily briefings, toolbox talks, etc.

Site Security

The Principal Contractor shall have sole responsibility to ensure the work areas are secured throughout the duration of the works.

Contractor security passes for access and egress to the building will be provided by the Facilities Management Team.

To protect staff and / or the public from on-site activities, a detailed description of security arrangements including; hoarding, fencing, signage and signing in / out procedures etc. are to be included in the Construction Phase Plan where applicable. The Principal Contractor shall provide suitably robust demarcation between the works and all roads, hardstanding and pavements where applicable. All site security measures should be in accordance with HS (G) 151 – 'Protecting the Public – Your Next Move'.

The Facilities Managers advice with regards to general site (building) security should be sought when compiling the Construction Phase Plan. Although the building belongs to the Department for Transport, the IMO does not appear to be subject to same Government security restrictions, or at least this is not prominently displayed – e.g. Black Heightened Security Notices. However, we believe this is under review noting current worldwide issues.

All site security procedures during the works are to be included within the Principal Contractor's Construction Phase Plan.

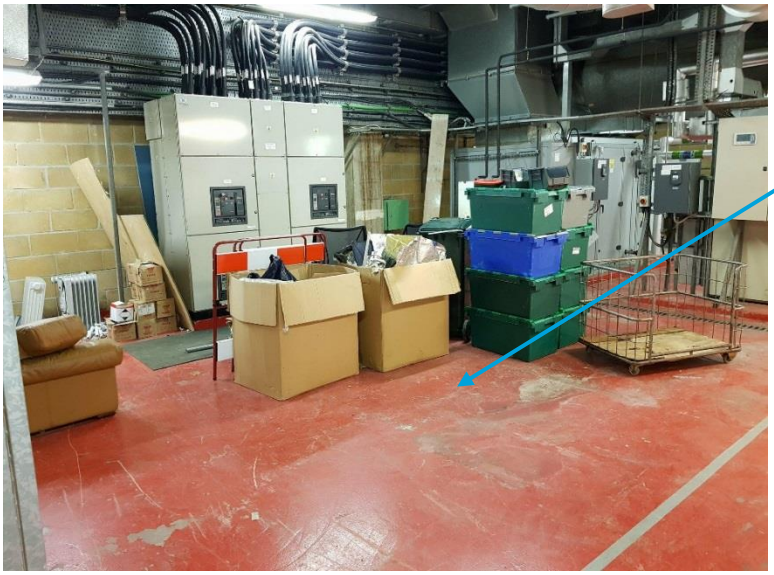
Welfare Provision

Welfare arrangements are to be in accordance with Schedule 2 of the Construction (Design & Management) Regulations 2015 and are to be commensurate with the site undertaking and in place prior to works commencing.

Facilities are available within the building and workers should be clean prior to using them. This is subject to agreement at the pre-start meeting.

Location of Temporary Site Accommodation, Unloading Areas etc.

Proposals for the location and layout of temporary site accommodation such as any welfare unit, storage and loading/unloading areas etc are to be included within the principal contractor's construction phase plan.



Site Access and Egress Points, Transport Arrangements and Vehicle Movement Restrictions

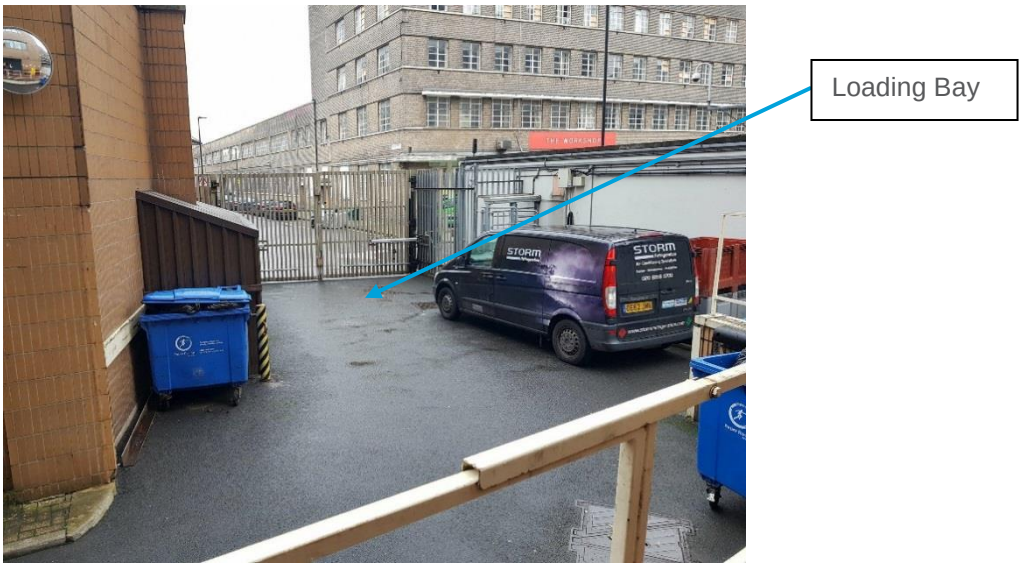
There will be no requirement for any on site vehicle transport arrangements, only perhaps local wheeled / mechanical movements through the building.

Vehicular and Pedestrian (operatives) access to the site is from Lambeth Road and then Lambeth High Street through the rear loading bay entrance next to the Windmill Pub.

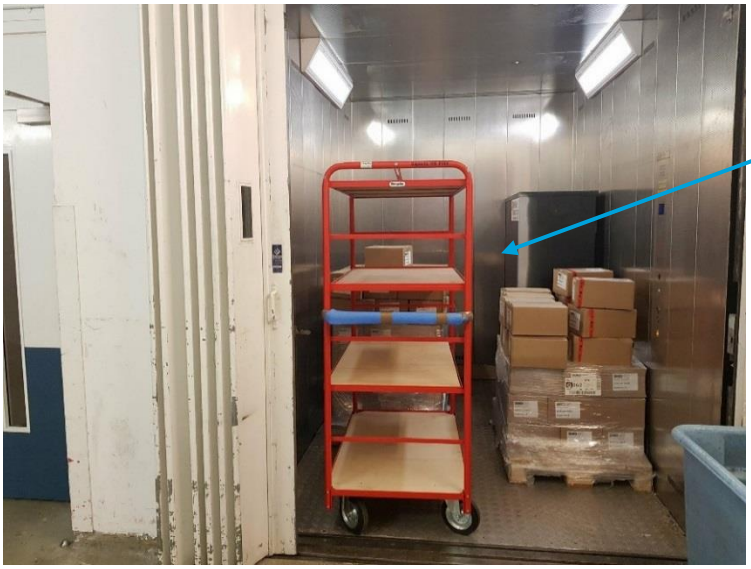
Proposals for any local Contractor site access and egress points are to be included within the Principal Contractor's Construction Phase Plan.

Consideration should be given to the existing access or means of escape for other building users at any time.

Movement of all site related vehicles onto and off the IMO site / from the loading bay are to be closely monitored and a suitable and trained banksman / marshal employed where necessary.



Goods lifts: 5000KG / 66 person's capacity servicing the Basement and Ground floor only with another of 1200KG / 16 person's capacity for all floors. Lift 7 is a passenger lift of 1000KG / 13 person's capacity.



The contractor is to ensure all routes used are kept clean and free from obstruction at all times.

Localised Hoarding Requirements

The Principal Contractor should consider the erection of localised hoarding/screens in respect of segregating hot works and potentially noisy and dusty operations from other on-site activities and neighbours should these works also be carried out externally.

'No Go' Areas and Other Authorisation Requirements

Third party properties within close proximity to the site will require special consideration when compiling the Construction Phase Plan - this may include the London Fire Brigade, the Windmill Pub and Westminster Tower. It is not believed these buildings will be affected by this project.

The IMO share a separate rear loading area with Westminster Tower. However, it is not believed this entrance will be required to be used, preferring the main IMO loading bay.

NOTE: The Fire Brigade access and egress must remain clear at all times.

Where necessary the local authority should be consulted and under the Control of Pollution Act 1974 a Section 61, 'Consent to Statutory Nuisance' should be submitted as required.

The Principal Contractor shall ascertain any pertinent restrictions from the local authority prior to commencing works (i.e. any restrictions on times authorised for works which are audible at the site boundary).

Client Permit-to-Work Systems

The Engie permit-to-work system is to be adopted for works on electrical services, hot works, works in confined spaces or any other high-risk activities identified such as with the locking off / isolation of the HV and LV systems and transformer.

Daily 'hot work permits' will be required where, for instance, any welding, cutting, grinding and the use of naked flames are undertaken. Plant, equipment or flammable materials must be covered with flame retardant materials (or removed) in areas where 'hot work permits' are in operation. In this case, continuous flammable atmosphere monitoring may be required, and a fire watch maintained both during and for a period after the hot works have ceased.

A building induction including PTW will be provided by Engie in the first instance. This will then need to be incorporated within the Principal Contractor's own Induction and Construction Phase Plan.

Fire Precautions

A competent person shall be appointed to act as a Fire Marshal and the proposed fire emergency procedures included within the Construction Phase Plan. The adopted procedures are to be brought to the attention of all operatives and visitors to the site. The Principal Contractor is to provide suitable firefighting equipment and is to maintain an emergency evacuation procedure throughout the progress of the works.

The site emergency routes and exits are to be marked on a plan of the site, included by the Principal Contractor in the Construction Phase Plan and communicated to the school, all operatives and visitors.

Note must be taken, when formulating the fire plan, of any existing systems that are operated within third party properties. The fire plan should comprise, but not be limited to:

- Means of escape indicating escape routes (to be displayed)
- Means of extinguishing fire (operatives to be trained)
- Means of minimising risk
- Hot work permit procedures
- Emergency procedures, including details relating to site employees, if any
- Name of the Fire Marshal (to be displayed)

All works undertaken on the premises should be in accordance with the article, 'Joint Code of Practice Fire Prevention on Construction Sites and Buildings Undergoing Renovation'.

Fire precaution procedures are to be included within the Principal Contractor's Construction Phase Plan. This should be developed from the buildings existing fire evacuation plan.

An Emergency First Aid Notice shall also be displayed on site.

Smoking Restrictions

Smoking will not be permitted as these premises are covered by the Smoke-Free (Premises and Enforcement) Regulations 2006.

Parking Restrictions

Parking on the site is limited and restricted. The Client / Facilities Manager may be able to make one space available within the IMO's car park for perhaps a van that will contain tools etc. but this will need to be further discussed and agreed at the pre- start meeting in line with current client/building/occupant requirements.

Where agreed, the Principal Contractor shall identify, in the Construction Phase Plan, all designated areas of the site that will accommodate vehicle parking for site operatives. It should be ensured that these areas do not impede on other site activities.

Within Lambeth High Street at the rear of the IMO building there are pay parking bays limited to a 4-hour stay.

Vauxhall Underground and Rail stations are a short walk from the IMO and there are buses that serve the building along Albert Embankment.

Emergency Procedures and Means of Escape

The site emergency routes and exits are to be marked on a plan of the site, included by the Principal Contractor in the Construction Phase Plan and communicated to all operatives and visitors. All emergency routes are to remain open throughout the duration of the works.

An Emergency First Aid Notice shall be displayed on site.

Procedures in respect of other emergencies are also to be described in the Construction Phase Plan and communicated to all operatives and visitors. These should include (but not be limited to):

- Location and telephone number of local hospital Accident and Emergency (A&E) department – St Thomas's / 020 7188 7188
- Location and telephone number of local police station - Kennington / 101
- Location and telephone number of local ambulance station – Waterloo / 999
- Location and telephone number of local fire and rescue station – 999 / Albert Embankment - adjacent
- Emergency telephone numbers for statutory services – National Grid Gas - 0800 111 999 / EDF Electricity - 0800 028 0247
- In the event of an environmental emergency, the Environment Agency should be contacted – 0370 850 6506

It is recommended the Principal contractor adopts the IMO emergency procedures, exit routes and muster point which is the park at the rear of the building name "Old paradise Gardens". The weekly fire alarm test is believed to be undertaken on a Saturday. The Principal contractor will be expected to provide their own Fire Extinguishers at each work location.

3. Environmental Restrictions and Existing Risks

3.1. Safety Hazards

Boundaries and Permanent/Temporary Access

The Principal Contractor shall ensure all boundaries are clearly understood prior to the works.

All access is provided through the IMO, Engie and the Principal contractors own systems. This will be reviewed and agreed at the pre- start meeting. The Main Hall and Conference areas will be out of bounds at all times unless prior authorisation is sought and agreed.

Delivery, Waste Collection or Storage Restrictions

In accordance with environmental legislation, all waste generated from the works shall be, where practicable, segregated and disposed of to a licensed tipping facility utilising registered and licensed waste disposal contractors.

Although no longer a legislative requirement, to assist with the disposal of waste it is recommended and best practice that a site waste management plan be in place, prior to works commencing. All waste removed from site must be recorded, and the plan is recommended to be retained for two years, following practical completion.

In the case of hazardous waste, all products shall be removed and disposed of in accordance with relevant local enforcing bodies. All licenses obtained, and transfer notes shall be retained as proof of correct disposal.

The Principal Contractor shall ensure, so far as is reasonably practicable, that site deliveries and collections are scheduled at suitable times during the day to avoid anti-social hours, site peak drop off and pick up rush hours and work rush hours' events where the volume of local traffic may increase.

Arrangements for storing, removing and the location of any skips are to be included within the Construction Phase Plan. A wait and load system may need to be adopted.

Existing Structures

The site currently is run by the Department for Transport and is headquarters of the IMO. The building has 8 floors, ground and basement.

Current or Anticipated use of Adjacent Sites

Use of adjacent sites is currently as follows: Commercial property, offices, London Fire Brigade, open spaces, residential properties.

Where applicable, the Principal Contractor shall indicate in their construction plan, specific arrangements for maintaining services and providing a safe route to all the sites.

Road and Traffic Systems Adjacent to the Site

The Principal Contractor shall be mindful of the need to work in harmony with the local community and observe local traffic restrictions which must be adhered to at all times.

The Principal Contractor shall take into consideration the health and safety implications posed by variations in the traffic systems. The following is a list of items for consideration; however, this list is merely indicative and not exhaustive:

- Emergency Access – The London Fire Brigade is adjacent to the IMO and has a traffic light access / egress control system on Albert Embankment
- Red routes – Albert Embankment, Blank Prince Road and Lambeth Road

- Double yellow lines – Lambeth High Street
- Blind corners – Sometimes due to amount of traffic in the area and emerging traffic from other buildings such as the Fire Brigade and Westminster Tower
- Narrow roads – Lambeth High Street
- Junctions – All around the IMO building with Albert Embankment, Blank Prince Road, Lambeth Road and Lambeth High Street
- Bus stops – Outside the IMO on both sides of Albert Embankment
- Bus Lanes – Outside the IMO on both sides of Albert Embankment
- Pedestrian crossings – Adjacent to the IMO building on Albert Embankment and opposite the London Fire Brigade. This is also used as their Emergency access / egress control system
- Parking bays – Lambeth High Street – Pay at machine

Existing Services (Utilities)

The property is served by gas, water, electricity, telecoms and drainage however all services affected by this project can be isolated locally

Further information will be available from Engie with regards to local electrical isolations and permits to work / isolate / Lock Off procedures that will required and will need strict adherence to noting the nature of the HV / LV works.

If further isolation of services is considered necessary, then the Principal Contractor shall request isolation certificates and location plans from the utility suppliers. The Principal Contractor shall be in possession of these certificates and plans prior to any works commencing that may disturb utility supplies. A robust safe system of work must be included within the construction phase plan to satisfy the CDM Advisor that, so far as is reasonably practicable, all foreseeable risks have been mitigated.

The Principal Contractor shall presume all services to be live within the site unless there is strong and verified evidence to suggest otherwise.

Ground Conditions / Ground Contamination

Not applicable to the project.

Issues Relating to Plant and Equipment

All works involving lifting operations and manual handling should be individually risk assessed and a safe method of working organised accordingly.

Information Relating to Pre-Stressed or Post-Tensioned Structures

There are no concerns regarding this in relation to these works.

Confined Spaces

Where it is necessary to undertake work in confined spaces, as defined by the Work in Confined Spaces Regulations, the appropriate controls as set out by these regulations must be strictly observed. The Principal Contractor shall implement a safe system of work for any operation to be undertaken within a 'confined space'. This must be communicated to all operatives engaged in the task and a permit-to-work system introduced. The Principal Contractor shall also refer to the HSE publication INDG 258, ‘Safe Work in Confined Spaces’.

Engie will be able to provide more detailed information on the areas of work and how they can be safely accessed / egressed which can be further discussed at the pre- start meeting.

Both confined (where applicable) and restricted space procedures are to be included by the Principal Contractor within the construction phase plan.

3.2. Health Hazards

Asbestos

The building's Asbestos Management Plan is available for review by the contractor (Appendix A).

The Principal Contractor is to reference all asbestos register/survey documentation to ascertain whether they fully cover the scope of works. If there are any gaps or shortfalls of information, the Principal Contractor should request from the Client an additional survey covering their work activities.

The Principal Contractor is to remain vigilant of asbestos containing materials at all times. If any suspect material is found, work should be stopped immediately, and advice sought from a competent person prior to work being recommenced within the area. The Principal Contractor must include within the Construction Phase Plan their arrangements/procedures for the possible discovery of ACMs.

All operatives working on this project are to be made aware of the possible presence of ACMs and have had the appropriate asbestos awareness training.

Existing Storage of Hazardous Materials

None believed to be present, however, if waste / hazardous products are created from the project then these will need to be managed, stored and disposed of in a suitable manner.

Existing Structures Containing Hazardous Materials

Refer to 'Asbestos' - no other issues are believed to be applicable to these works.

Health Risks Arising from Client Activities

Being an international Organization, the IMO building could be targeted by extremists although there is no information available to date to suggest this may be the case.

Contaminated Land

Not applicable to this scope of works.

4. Significant Design and Construction Hazards

4.1. Design Assumptions, Work Methods and Control Measures

The Principal Contractor, where applicable, shall take cognisance of information provided by all designers and develop safe systems of working. Risk Assessments and Method Statements shall be incorporated within his CPP prior to executing high risk / hazardous operations.

David Miles and Partner's Design Risk Assessment (including Principal Designer review) to follow (Appendix B).

4.2. Ongoing Design Work

Under CDM2015, each element of design including temporary works, designed access equipment, individual specialist contractor and specialist designer packages, is required to be developed with due consideration for the health and safety of all concerned both during construction and subsequent occupancy and maintenance.

Design changes should be communicated through the design team meetings and recorded in minutes.

4.3. Significant Risks

The Principal Contractor shall review and address the significant risks associated with the design on a project by project basis. The CPP should ensure that project general risks are appropriately addressed in the form of safe systems of work before commencing on site.

Activity	Hazard	Action Required
Working at Height • *Working in hard to access areas* • *Within ceiling voids* • *Service ducts and risers* • *Falling of objects e.g. tool, materials*	Falls Injuries Damage to IMO property	Safe working platforms / scaffold Trained personnel Risk Assessment Protection of IMO property
Manual Handling • *Transportation of materials and plant throughout the building*	Strains, sprains Musculoskeletal disorders Access equipment overload	Risk assessment Mechanical lifting aids Design for access constrictions and smaller working loads (HSE guidance = 25kg. maximum manual load) Plant/materials to be broken down into the smallest possible sections prior to movement
Work on building services • *Isolation of relevant services prior to works* • *Maintain functionality of the building*	Fire, explosion Slips, trips Electrocution, burns Loss to the business	Permit to work systems Use of trained, competent persons PPE

Activity	Hazard	Action Required
Noise	Hearing impediment Ear damage Hearing loss	Noise assessment Risk assessment Controls in line the Control of Noise at Work Regs 2005 and HSE guidance L108 and INDG362 (rev2).
Working within an occupied building • *Noise* • *Vibration*	Nuisance Obstruction Loss of working time Disruption Other contractors working on site (maintenance, cleaners etc)	Communication and coordination with the establishment Restriction of high noise activities and / or substitution with alternative methods Site security PPE Out of hours / weekend working
Housekeeping	Trips / Slips Impedance of Emergency Routes	All potential trip hazards to be identified, signed and removed where possible. Wet surfaces to be cleaned immediately Continuous monitoring of areas with shared access
Pedestrian/Vehicular segregation • *Loading bay* • *Movement of materials, equipment and waste across external pavement areas to/from the property*	Falls Injuries	Safe systems of work in place to ensure the segregation of members of the public from construction enabling and work activities whilst ensuring protection from vehicular movements.

4.4. Materials Requiring Special Precautions

Materials to be incorporated in the works are subject to the requirements of the Control of Substances Hazardous to Health Regulations (COSHH) as amended. The Principal Contractor shall perform risk assessments for hazardous materials. The requirement is applicable to subcontractors and must be co-ordinated by the Principal Contractor.

Caution should be exercised, when handling the various 'hazardous substances'. The Principal Contractor shall ensure that Material Safety Data Sheets (MSDS) are available and COSHH assessments undertaken. This information should be read and understood, plus, all control measures, as described within the COSHH assessments, should be put in place.

With the correct information, neither the use of the specified materials nor the execution of the work should present unknown risks to a competent Contractor.

Note: Activities involving materials which are hazardous to health need to be assessed. Method statements should be established prior to works commencing.

5. The Health and Safety File

5.1. Formats and Contents

Where there is more than one contractor on a project a Health & Safety File must be produced for the scheme and presented to the Client. The final document will be provided to IMO and Engie FM at the handover meeting at the end of the project.

Item Required	No of Copies	Supplied By	Required
Services • Location and details of new incoming services	1 No electronic / 1 No hard copies	Design Team Principal Contractor	✓
Existing Environment • Original drawings	1 No electronic / 1 No hard copies	Designers Principal Contractor	
Contract Details • Contract commencement • Date of practical completion	1 No electronic / 1 No hard copies	Contract Administrator	✓
Design Information • Specification details • As built drawings for all installations / changes • Design criteria	1 No electronic / 1 No hard copies	Designers	✓
Project Participants • Provision of full list of contractors and supply chains for materials.	1 No electronic / 1 No hard copies	Client Principal Contractor	✓
Mechanical • System description • Schedule of equipment/suppliers • Manufacturers' O&M information • Health and safety information • Commissioning and inspection certificates	1 No electronic / 1 No hard copies	Principal Contractor or Direct Contractor	✓
Electrical • System description • Schedule of equipment/suppliers • Manufacturer' O&M information • Health and safety information • Commissioning and inspection certificates	1 No electronic / 1 No hard copies	Principal Contractor or Direct Contractor	✓
Fire and Emergency • Fire retardancy certificates, e.g. test certificates for upholstery fabrics, curtains, carpets, etc. • Fire plan drawing	1 No electronic / 1 No hard copies	Designers Principal Contractor	✓
Product Information • Product data sheets for installed materials	1 No electronic / 1 No hard copies	Principal Contractor	✓
Residual Hazards • Details of all residual hazards left on completion of the works	1 No electronic / 1 No hard copies	Designers Principal Contractor	✓

Appendices

Appendix A. Asbestos Management Plan

Fleet Insulation Company Ltd

Asbestos Management Survey for

Engie Ltd

at

IMO - Management
Main Building
4 Albert Embankment
lambeth
London
SE1 7SR

Project Number: 0609

Printed: 26/07/2018 By: Fleet Insulation Company Ltd. Using Multibase software.

Fleet Insulation Company Ltd

Names and Addresses

Client Name:

Engie Ltd
Level 20
25 Canada Square
London
E14 5LQ

Contact: Greg Ellis
Phone: 07881 284 519 Fax:

Instructing Party:

Engie Ltd
Level 20
25 Canada Square
London
E14 5LQ

Contact: Steve Wright
Phone: 07969242121 Fax:

Site Full Name:

IMO - Management
Main Building
4 Albert Embankment
lambeth
London
SE1 7SR

Contact: Steve Wright
Phone: 07969242121 Fax:

Report Author:

Fleet Insulation Company Ltd
Unit 20
Brook Road Industrial Estate
Rayleigh
Essex
SS6 7XL

Contact: Kieran Donnellan

Fleet Insulation Company Ltd

TABLE OF CONTENTS

SECTION ONE

EXECUTIVE SUMMARY

Fleet Insulation Company Ltd

Executive Summary

General Information:

Fleet Insulation Company Ltd were instructed by Steve Wright of Engie Ltd to carry out an Asbestos Management Survey to inspect for the presence of asbestos containing materials (ACMs) at the following site:
IMO
(See below for full list of areas inspected)
The eleven storey building was constructed circa 1980's and is of brick construction
The survey was carried out between 11th June 2018 and 19th June 2018 by Robert Hughes.

Area	Comments	Accessed
Main Building - 8th Floor Core B - Front Wing - Stairs R08 BS01	Sample taken, asbestos materials present	Yes
Main Building - 8th Floor - Core B - Front Wing - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - Lift Lobby Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - R08.B02 Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - Female W/C R08.01	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - Male W/C - R08.03	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - Lobby RO8.02	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - Lobby R08.02 Cleaner's Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - Lobby R08.02 Kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - R08.803 Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - Delegate Lift Lobby - Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - Delegate Lift Lobby Riser 2	Sample taken, asbestos materials present	Yes
Main Building - 8th Floor - Core B - Front Wing - Electric Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Office - R08.51	No Access	No
Main Building - 8th Floor - Core B - Front Wing - R08.52	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - R08.53	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B - Front Wing - R08.54	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core B and Core C - Open Office Space	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C - Office - R08.67	No sample taken, no suspect asbestos materials present.	Yes
Main Building -8th Floor - Core C - R08.66	No Access	No

Main Building - 8th Floor - Core C - R08.65	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C - R08.64	No Access	No
Main Building - 8th Floor - Core C - Office - R08.63	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C - Office R08.57	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C - Office R08.58	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C - Office R08.59	No Access	No
Main Building - 8th Floor - Core C - Office R08.60	No Access	No
Main Building - 8th Floor - Core C - Office R08.61	No Access	No
Main Building - 8th Floor - Core C - Office R08.63 Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C - Office R08.63 Riser 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C Lobby R08.C01	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C Stair R08.CS01	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 8th Floor - Core C Goods Lift Lobby	Sample taken, asbestos materials present	Yes
Main Building - 8th Floor - Core C Lobby Dry Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C Lobby Elecctric Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C Mechanical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - Stairs R07.CS01	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 7th Floor - Core C - Lobby R07.C01	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 8th Floor - Core C - Stairs - Risers	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - Stairs Risers	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - Lobby Dry Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - Goods Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - R07.71 W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - Mechanical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - Lobby Electric Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - R07.65	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - R07.65 Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - R07.65 Riser 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - R07.66 Office Area	No sample taken, no suspect asbestos materials present.	Yes

Main Building - 7th Floor - Core C - R07.70 W/C	No Access	No
Main Building - 7th Floor - Core C - R07.63 Suite	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - R07.62 Office	No Access	No
Main Building - 7th Floor - Core C - R07.61 Office	No Access	No
Main Building - 7th Floor - Core C - R07.60 Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - R07.67 Committee Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - R07.59 Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core C - R07.58 Office Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Core B - Front Wing - Office Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.52 Meeting Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.55 Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.54 Office	No Access	No
Main Building - 7th Floor - Core B - Front Wing - R07.53 Office	No Access	No
Main Building - 7th Floor - Core B - Front Wing - R07.51 FDR	No Access	No
Main Building - 7th Floor - Core B - Front Wing - R07.B02 Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - Electric Cupboards	No Access	No
Main Building - 7th Floor - Core B - Front Wing - R07.01 Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.01 - Male W/C Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - Cleaners Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - Kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.03 Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.B03 Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.B03 Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.B03 Riser 2	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.B0 Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.BS01 Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 7th Floor - Core B - Front Wing - R07.B0 Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Lobby	No sample taken, no suspect asbestos materials present.	Yes

Main Building - 6th Floor - Core B - Front Wing - Lobby Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Delegate Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Delegate Lift Lobby - Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Delegate Lift Lobby - Riser 2	Sample taken, asbestos materials present	Yes
Main Building - 6th Floor - Core B - Front Wing - Corridor 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Cleaner's Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Electric Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Open Office Space	Sample taken but no asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Office 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Office 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Office 3	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Office 4	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Office 5	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Front Wing - Office 6	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Open Office Space	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Office 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Office 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Office 3	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Office 4	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Office 5	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Office 6	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Lift Lobby - Electric Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core C - Goods in Lift Lobby	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 6th Floor - Core C - Mechanical Riser	Sample taken, asbestos materials present	Yes
Main Building - 6th Floor - Core C - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes

Main Building - 6th Floor - Core C - Stairs Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core C - R05.CS01	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 5th Floor - Core C - Stairs Riser	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 5th Floor - Core C - Goods Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core C - Mechanical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core C - Lobby R05.C01	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core C - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core C - Dry Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core C - R05.74 Meeting Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core C - R05.74 - Meeting Room Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core C - R05.74 Meeting Room Riser 2	Sample taken, asbestos materials present	Yes
Main Building - 5th Floor - Core C - Offices R0575	No Access	No
Main Building - 5th Floor - Core C - Offices R0576	No Access	No
Main Building - 5th Floor - Core C - Offices R0577	No Access	No
Main Building - 5th Floor - Core C - Offices R0578	No Access	No
Main Building - 5th Floor - Core C - Offices R0568	No Access	No
Main Building - 5th Floor - Core C - Offices R0569	No Access	No
Main Building - 5th Floor - Core C - Offices R0570	No Access	No
Main Building - 5th Floor - Core C - Offices R0571	No Access	No
Main Building - 5th Floor - Core C - Offices R0572	No Access	No
Main Building - 5th Floor - Core C - Open Office Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - Open Office Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - R0563 Office	No Access	No
Main Building - 5th Floor - Core B - Front Wing - R0562 Meeting Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - R0665 Office	No Access	No
Main Building - 5th Floor - Core B - Front Wing - R0564 Office	No Access	No
Main Building - 5th Floor - Core B - Front Wing - R05 B02 Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - R0501 Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - R0503 Female W/C	No sample taken, no suspect asbestos materials present.	Yes

Main Building - 5th Floor - Core B - Front Wing - Cleaner's Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - Kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - Electric Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - Male W/C Riser	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 5th Floor - Core B - Front Wing - Delegates Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - Delegates Lobby Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing -Delegates Lobby Riser 2	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 5th Floor - Core B - Front Wing - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Front Wing - Lift Lobby Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Lift Lobby Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Delegate Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Delegate Lift Lobby Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Delegate Lift Lobby Riser 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Corridor 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Electrical Riser	Sample taken, asbestos materials present	Yes
Main Building - 4th Floor - Core B - Front Wing - Female W/C Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Open Plan Dining Area	Sample taken but no asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Private Dining Room R0434	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Private Dining Room R0433	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Catering Support R0436	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Front Wing - Catering Office R0412	No Access	No
Main Building - 4th Floor - Core B - Front Wing - R0435 - Coffee bar	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Washing up Room R0413	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Chemical Cupboard R0415	No sample taken, no suspect asbestos materials present.	Yes

Main Building - 4th Floor - Core C - Silver Store - R0416	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Kitchen Staff Wash Room R0418-19	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Kitchen Staff Locker Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Kitchen Staff Locker Room Riser 1	No Access	No
Main Building - 4th Floor - Core C - Kitchen Staff Locker Room Riser 2	No Access	No
Main Building - 4th Floor - Core C - Plant Room	Sample taken, asbestos materials present	Yes
Main Building - 4th Floor - Core E - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 4th Floor - Core C - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Lift Lobby Dry Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Mechanical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Goods In Kitchen Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - Goods in Electrical Riser	No Access	No
Main Building - 4th Floor - Core C - R0427 Dry Store	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - R0428 Kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - R0432 - Cold Preparation room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core C - R0430 Cleaner's Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core C - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 3rd Floor - Core C - Stairs Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core C - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core C - Lift Lobby Dry Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core C - Lift Lobby Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core C - Goods in Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core C - Mechanical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core C - Plant Room 12	Sample taken, asbestos materials present	Yes
Main Building - 3rd Floor - Core C - IBM Sub Zone Panel Riser	Sample taken, asbestos materials present	Yes
Main Building - 3rd Floor - Core E - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 4th Floor - Flat Roof Garden - Adjacent to kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - Plant Room 11	Sample taken, asbestos materials present	Yes

Main Building - 3rd Floor - Core C - R0367 Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core C - R0367 Office Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core C - R0367 Office Riser 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B and C - Knowledge Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - R0366 Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing -R0369 New Server Room	No Access	No
Main Building - 3rd Floor - Core B - Front Wing -R0370 Existing Server Room	No Access	No
Main Building - 3rd Floor - Core B - Front Wing -R0371 Store	No Access	No
Main Building - 3rd Floor - Core B - Front Wing - R0365 Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing -R0372 Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - R0301 Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - R0301 Male W/C Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - R0303 Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - R03 B02 Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - Kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - Delegates Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - Delegates Lobby Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - Delegates Lobby Riser 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - AHU Roof Void	Sample taken but no asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - Lift Lobby Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Front Wing - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Lift Lobby Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Lift Lobby Riser 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Delegates Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Delegates Lobby Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Delegates Lobby Riser 2	No sample taken, asbestos materials strongly presumed present.	Yes

Main Building - 2nd Floor - Core B - Front Wing - R02100 Documents Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Committee Room 1 (9)	Sample taken but no asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - R02110 Store	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - R0211 - R0217	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core D Stairs	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - R0202 Disabled W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - R0203 Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - R0206 Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Female W/C Cleaner's Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Cloak Room Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - R02102 Committee Room (11)	No Access	No
Main Building - 2nd Floor - Core C - R02103 Committee Room (12)	No Access	No
Main Building - 2nd Floor - Core C - R02104 Committee Room (13)	No Access	No
Main Building - 2nd Floor - Core C - R02105 Committee Room (14)	No Access	No
Main Building - 2nd Floor - Core C - R02107 Store	No samples taken, asbestos materials presumed present.	Yes
Main Building - 2nd Floor - Core C - R02106	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core C - R02106 Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B and C - Main Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core C - Committee Room 2 (10)	Sample taken but no asbestos materials present.	Yes
Main Building - 2nd Floor - Core E - Stairwell	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 2nd Floor - Core E - R02E01 Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core E - R02124 to R021131	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core E - AHU Plant Room 10	No samples taken, asbestos materials presumed present.	Yes
Main Building - 2nd Floor - Core C - R02132 Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core C - Mechanical Riser	Sample taken, asbestos materials present	Yes
Main Building - 2nd Floor - Core C - Goods in Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core C - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core C - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes

Main Building - 2nd Floor - Core C - Dry Riser	No Access	No
Main Building - 2nd Floor - Core C - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 2nd Floor - Core C - Stairs Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - Stairs	Sample taken, asbestos materials present	Yes
Main Building - 1st Floor - Core C - Stairs Riser	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 1st Floor - Core C - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - Dry Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - Mechanical Riser	Sample taken, asbestos materials present	Yes
Main Building - 1st Floor - Core C - Plant Room 9	Sample taken, asbestos materials present	Yes
Main Building - 1st Floor - Core C - Plant Room Corridor and R01123 Male W/C Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - R01124 Server Room	No Access	No
Main Building - 1st Floor - Core C - R01119	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - R01120	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - R0113 Control Room	No Access	No
Main Building - 1st Floor - Core C - R0114 to R0118	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - R01103	No Access	No
Main Building - 1st Floor - Core B - R01100 to R01102 Control Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - R0112 TV Control Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - R0112 TV Control Room Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - R01 109 Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - R01117 Commitee/Meeting Room 8	No Access	No
Main Building - 1st Floor - Committee Room 6 and 7	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Committee Room 3	No Access	No
Main Building - 1st Floor - Committee Room 4 and 5	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor B01111 Business Lounge	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - B01110 Business Lounge	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor -Delegates Lounge	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - R0115 W/C	No sample taken, no suspect asbestos materials present.	Yes

Main Building - 1st Floor - Core C - R0117 W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - R0118 Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - Disabled Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - Disabled Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - R01126 Coffee Bar	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core C - R0124 Kitchen Support	No Access	No
Main Building - 1st Floor - Core C - R01125 Store	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Core E - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 2nd Floor - Main Hall - Roof - Plant Room 15	Sample taken, asbestos materials present	Yes
Main Building - 2nd Floor - Main Hall - Roof - Perimeter of AHU Voids	No Access	No
Main Building - 2nd Floor - Core G - Stairs	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core G - R0126 Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core G - R0126 Lobby Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - R0127 Gallery	Sample taken but no asbestos materials present.	Yes
Main Building - 1st Floor - Core F - R0128 and R0129 Lobby and Stairs	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core F - R0128 and R0129 Lobby and Stair Cupboards	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core F - R0130 Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core F - R0131 and R0132 W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core F - R0133 and R0134 W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core F - IT/AV Equipment	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core F - IT/AV Equipment Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core G - Stair Riser	No Access	No
Main Building - Ground Floor - Main Hall	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - R01128 Coffee Bar	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - R0101 Catering Support	No Access	No
Main Building - 1st Floor - R0102 Dry Store	No Access	No
Main Building - 1st Floor - Core B - AHU Plant Room 8	Sample taken, asbestos materials present	Yes
Main Building - 1st Floor - Core D - Stairs and Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - R01B02 Corridor	No sample taken, no suspect asbestos materials present.	Yes

Main Building - 1st Floor - Core B - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Cleaner's Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Front Wing - R0104 Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Front Wing - R0106 Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Front Wing - Delegates Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Front Wing - Delegates Lift lobby Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Front Wing - Lift Lobby Riser 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Front Wing - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Front Wing - Lift Lobby Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core B - Front Wing - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Stairs	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Riser 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - W/C - Shower	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Delegates Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Delegates Lift Lobby Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Delegates Lift Lobby Riser 2	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Documents Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Main Hall Lobby 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Main Hall - Lobby Riser x 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Cloak Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Main Hall Projector Room 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Committee Room 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Committee Room 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Cloak Room 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Cloak Room 3	No sample taken, no suspect asbestos materials present.	Yes

Main Building - Ground Floor - Front Wing - Core B - Main Hall Projector Room 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Main Hall Lobby 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Wing - Core B - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor -Core C - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core E - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - Ground Floor - Lobby Riser x 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Front Security Desk	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Registration Desk	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Reception Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core D - Stairs	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core E - Plant Room 6 Sprinkler	No Access	No
Main Building - Ground Floor - LEB Sub-Station	No Access	No
Main Building - Ground Floor - Plant (Opposite Sub-Station)	No Access	No
Main Building - Ground Floor - Gas Meter Cupboard	Nop Access	No
Main Building - Ground Floor - Core C - Stairs	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core C - Stairs Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core C - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core C - Electrical Riser	No Access	No
Main Building - Ground Floor - Core C -Lift Lobby Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core C - Loading Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core C - Electric Meter Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core C - Loading Area - Cable Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core C - Loading Area - Behind Side Shutter	No Access	No
Main Building - Ground Floor - Core C - Goods Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core C - Goods Lift Lobby Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 9th Floor - Core B - Roof Plant Room - AHU 17, 18	No samples taken, asbestos materials presumed present.	Yes
Main Building - 9th Floor - Core B - Lift Motor Room - Lifts 2, 3, 4 and 5	No Access	No
Main Building - 9th Floor - Core B - Roof Plant - Open Area	Sample taken, asbestos materials present	Yes

Main Building - 9th Floor - Core B - Water Chiller - Control Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 9th Floor - Core B - Drencher Shower - Plant room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 9th Floor - Core C - Plant Room	No samples taken, asbestos materials presumed present.	Yes
Main Building - 9th Floor - Core C - Lift Motor Room	No Access	No
Main Building - 9th Floor - Core C - water Chiller Plant Room Unit 1	No samples taken, asbestos materials presumed present.	Yes
Main Building - 9th Floor - Core C - Water Chiller - Plant Room Unit 2	No samples taken, asbestos materials presumed present.	Yes
Main Building - 7th Floor - Core A - Plant Room 16	Sample taken, asbestos materials present	Yes
Main Building - 7th Floor - Core A - Lift Motor Room	No Access	No
Main Building - 7th Floor - Core A - Boiler Room	No samples taken, asbestos materials presumed present.	Yes
Main Building - 7th Floor - Core A - Roof Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core A - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 6th Floor - Core A - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core A - Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core A - Electric Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core A - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core A - Lift Lobby Riser	No samples taken, asbestos materials presumed present.	Yes
Main Building - 6th Floor - Core A - Office 1-8	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core A - Office 1 Riser	Sample taken, asbestos materials present	Yes
Main Building - 6th Floor - Core A - Office 5 Riser	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 6th Floor - Core A - Open Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Rear Wing - Open Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Rear Wing - Office 1-4	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Rear Wing - Office 4 Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core B - Rear Wing - Server Room	No Access	No
Main Building - 5th Floor - Core B - Rear Wing - Server Room	No Access	No
Main Building - 5th Floor - Core B - Rear Wing - R0561 Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Rear Wing - Riser adjacent to disabled W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Rear Wing - Disabled W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Rear Wing - R0557 Rest Room	No Access	No

Main Building - 5th Floor - Core B - Rear Wing - R0556 Nurse Treatment Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Rear Wing - R0555 Consulting Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core B - Rear Wing - Open Office Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core A - Open Office Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core A - R0551 Meeting Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core A - R0551 Meeting Room Riser	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 5th Floor - Core A -R0550 Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core A - R0550 Office Riser	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 5th Floor - Core A - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core A - Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core A - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core A - Cleaners Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 6th Floor - Core A - Cleaners Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 5th Floor - Core A - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 5th Floor - Core A - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core A - Electrical Riser	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 4th Floor - Core A - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core A - Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core A - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core A - Cleaners Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core A - Lift Lobby Riser	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 4th Floor - Core A - Office 1-8	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core A - Office 1 Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core A - Office 8 Riser	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 4th Floor - Core A - Open Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Rear Wing - Open Office	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Rear Wing - Office 1	No Access	No
Main Building - 4th Floor - Core B - Rear Wing - Office 2-8	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Rear Wing - Server Room	No Access	No

Main Building - 4th Floor - Core B - Rear Wing - Disabled W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 4th Floor - Core B - Rear Wing - Riser 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Rear Wing - Server Room	No Access	No
Main Building - 3rd Floor - Core B - Rear Wing - R0362 Office	No Access	No
Main Building - 3rd Floor - Core B - Rear Wing - R0363 Office	No Access	No
Main Building - 3rd Floor - Core B - Rear Wing - R0364 Office	No Access	No
Main Building - 3rd Floor - Core B - Rear Wing - R0361 Office	No Access	No
Main Building - 3rd Floor - Core B - Rear Wing -R0360 Meeting Room R0360	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Rear Wing - R0359 Meeting Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core B - Rear Wing - R0358 Meeting Room	No Access	No
Main Building - 3rd Floor - Core B - Rear Wing - Open Office	Sample taken but no asbestos materials present.	Yes
Main Building - 3rd Floor - Core A - R0350-R0353 Offices	No Access	No
Main Building - 3rd Floor - Core A -R0350 Office Riser	No Access	No
Main Building - 3rd Floor - Core A -R0354 - R0357 Offices	No Access	No
Main Building - 3rd Floor - Core A -R0354 Office Riser	No Access	No
Main Building - 3rd Floor - Core A -Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core A -Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core A - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core A - Cleaner's Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 3rd Floor - Core A - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 3rd Floor - Core A -Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core A - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 2nd Floor - Core A - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core A - Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core A - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core A - Cleaners Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core A - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core A - Lift Lobby Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core A - R0254-R0257 Office	No Access	No

Main Building - 2nd Floor - Core A - R0254 Office Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core A - R0250-R0253 Offices	No Access	No
Main Building - 2nd Floor - Core A - R0250 Office Riser	No Access	No
Main Building - 2nd Floor - Core A - Open Plan Office Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Rear Wing - Open Office Area	Sample taken but no asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Rear Wing - R0258-R0261 Offices	No Access	No
Main Building - 2nd Floor - Core B - Rear Wing - R0261 Office Riser	No Access	No
Main Building - 2nd Floor - Core B - Rear Wing - R0264-R0265 Offices	No Access	No
Main Building - 2nd Floor - Core B - Rear Wing - Server Room	No Access	No
Main Building -1st Floor - Core B - Rear Wing - Server Room	No Access	No
Main Building -1st Floor - Core B - Rear Wing - R0161	No sample taken, no suspect asbestos materials present.	Yes
Main Building -1st Floor - Core B - Rear Wing -R0161 Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building -1st Floor - Core B - Rear Wing - R0162 Server Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building -1st Floor - Core B - Rear Wing - R0163 Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building -1st Floor - Core B - Rear Wing - R0164 - Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building -1st Floor - Core B - Rear Wing -R0167 - Copier Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building -1st Floor - Core B - Rear Wing - R0160 Staff Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building -1st Floor - Core B - Rear Wing -Office 1	No Access	No
Main Building -1st Floor - Core B - Rear Wing -Office 2	No Access	No
Main Building -1st Floor - Core B - Rear Wing - Office 3	No Access	No
Main Building -1st Floor - Core B - Rear Wing - Office 4	No Access	No
Main Building -1st Floor - Core B - Rear Wing - Meeting Room 1	No Access	No
Main Building -1st Floor - Core B - Rear Wing - Meeting Room 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building -1st Floor - Core B - Rear Wing - Meeting Room 3	No sample taken, no suspect asbestos materials present.	Yes
Main Building -1st Floor - Core B - Rear Wing - R0153 Office	No Access	No
Main Building - 1st Floor - Core A - Open Plan Office Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core A - Open Plan Office Area Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core A - R0150 Copier Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core A -R0150 Copier Room Riser	No sample taken, no suspect asbestos materials present.	Yes

Main Building - 1st Floor - Core A - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core A - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core A - Cleaner's Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core A - Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 1st Floor - Core A - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 1st Floor - Core A - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - Ground Floor - Core A - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A - Old Reception	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A -Old Reception Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core B - Lift Lobby Kitchen	No Access	No
Main Building - Ground Floor - Core B - Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core B - Kitchen	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core B - Server Room	No Access	No
Main Building - Ground Floor - Core B - Registry	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core B - Printing Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A-B - Dispatch 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core B - Dispatch Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A-B Dispatch 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A - Engie Office 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A - Engie Office 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A - Electrical Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A - Loading Area	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Ground Floor - Core A - Loading Bay Store	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core A - Loading Bay Stairs	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core A - Room Adj to Store Room	No Access	No
Main Building - Basement - Core A - Chemical Store	No Access	No
Main Building - Basement - Core A - Store Room 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - Store Room 2	No sample taken, asbestos materials strongly presumed present.	Yes

Main Building - Basement - Core A-B Basement Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core A - Cupboard 1	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - Basement - Core A -Tank Room 1 Corridor	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - Basement - Core A -Plant Room 3 - AHU20	Sample taken, asbestos materials present	Yes
Main Building - Basement - Core A - Generator Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core A - Tank Room 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core A - Quadrangle	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - HV Switchroom HV7	No Access	No
Main Building - Basement - Core B - Rear Wing - Battery Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - Switch Room 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - HV TB3	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - HV TB2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - HV TB1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - Riser adj Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - Cleaner's Room Ladies Rest Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - Stairs	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - Plant Room 5 CHW Pumps	Sample taken, asbestos materials presumed present.	Yes
Main Building - Basement - Core B - Rear Wing - COSHH Cage	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - Rear Wing - Store Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Workshop	No Access	No
Main Building - Basement - Core C - Kitchen Storage 1	No Access	No
Main Building - Basement - Core C - Kitchen Storage 2	No Access	No
Main Building - Basement - Core C - Lighting Conductor No 8	No Access	No
Main Building - Basement - Core C - Female W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Male W/C	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Switch Room 1	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Switch Room TC2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Switch Room TC1	No sample taken, no suspect asbestos materials present.	Yes

Main Building - Basement - Core C - Switch Room 2	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Cleaner's Cupboard Male Rest Room	No Access	No
Main Building - Basement - Core C - Staff Facilities Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Switch Room Corridor	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Stairs Riser	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Goods Lift Lobby	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Male Shower Room	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Cleaner's Cupboard	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Gym	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core C - Gym Stairs	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core E - Car Park - Plant Room 4	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core E - Car Park - Sprinkler Stop valve	No sample taken, no suspect asbestos materials present.	No
Main Building - Basement - Core E - B85B Car Park	No Access	No
Main Building - Basement - Core D - Carpet Store	No sample taken, no suspect asbestos materials present.	Yes
Main Building - Basement - Core B - B85C	No Access	No
Main Building - Basement - Car Park	No sample taken, no suspect asbestos materials present.	Yes
Main Building - 2nd Floor - Core B - Front Wing - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes
Main Building - 5th Floor - Core B - Stairs	No sample taken, asbestos materials strongly presumed present.	Yes

SECTION TWO

SURVEY OBJECTIVES

Fleet Insulation Company Ltd

Survey Objectives

1 The purpose of this survey was to locate, as far as reasonably practicable, the presence and extent of any suspect asbestos containing materials in the building and assess their condition.

Representative samples were collected and analysed for the presence of asbestos. Samples from each type of suspect asbestos containing materials found were collected and analysed to confirm or refute the surveyor's judgement. Only once the samples have been analysed can the asbestos type be confirmed. Where a material sampled is found to contain asbestos, other similar in appearance homogeneous materials used in the same purpose have been presumed to contain the same asbestos type.

Fleet Insulation Co. Ltd has produced a material and priority assessment for each of the suspected asbestos containing materials identified during the survey.

Every attempt was made to inspect all the agrred areas subject to the survey. Areas where access was not possible areas have been detailed within the executive summary as NO-ACCESS and highlighted by blue hatching on the enclosed drawings.

With the information obtained during the survey and from the analysis results of the representative samples taken an asbestos register for the site has been produced and is enclosed. This will provide the basic information of which an asbestos management plan can be implemented as required as part of The Control of Asbestos Regulations 2012 Regulation 4 along with potential removal costs.

This report will provide information to the occupants of the building of where known, presumed and suspected asbestos containing materials are located on site.

This survey was based on a non-destructive inspection of an unfamiliar site.

SECTION THREE

SURVEY TECHNIQUES

Fleet Insulation Company Ltd

Survey Techniques

1 This survey was carried out in accordance with document Asbestos Survey Guide HSG 264 ''Surveying, sampling and assessment of asbestos containing materials' and Fleet Insulation Co. Ltd in-house procedures.

2 The area/s detailed within the executive summary were subject to an inspection in order to locate as far as reasonably practicable materials suspected to contain asbestos during normal occupaction and planned / routine maintenance.

Where materials suspected to contain asbestos were identified representative samples were taken and analysed for confirmation.

3 Materials of a similar type were only occasionally sampled and it was assumed that other surfaces visually identical to where the sample was taken, was of a similar composition.

4 Photographs were taken at all of the sample locations (unless otherwise stated).

5 There were no deviations from the standard methods and techniques used

6 All samples were analysed by an independent UKAS accredited base laboratory.

Asbestos bulk sample analysis is conducted using polarised light and dispersion staining techniques, based on HSG 248 'Asbestos: The analysts' guide for sampling, analysis and clearance procedures.'

The certificate of analysis confirming the results can be found within this report

7 Sample numbers documented within the report should be read as follows:

001 Actual sample analysed
001/1 The first referenced sample to sample 001
001/2 The second referenced sample to sample 001 and so on...
001V Visually suspected only not possible to sample. No sample taken but presumed to contain asbestos.

If a material is not sampled for reasons such as a visual sample (001V) the asbestos type almost always used for that particular material will be presumed. Should there be any doubt as to what the asbestos type should be, the asbestos type should be presumed as crocidolite.

For a referenced sample (001/1) the asbestos type identified from analysis of the actual sample (001) will be strongly presumed.

SECTION FOUR

SURVEY CAVEAT

Fleet Insulation Company Ltd

Survey Caveat

1 During the survey every reasonable effort was made to identify the presence of asbestos containing materials within the agreed areas of inspection within the building. However, it is known that asbestos materials are commonly obscured within the fabric of buildings or sealed within inaccessible voids. As a result it should not be expected that the findings within this or any other Management Type Asbestos Survey as being definitive. For reasons detailed below Fleet Insulation Co. Ltd cannot give a full guarantee that all asbestos containing materials within the building have been identified.

Asbestos containing materials may be obscured from view by other materials such as over cladding, boxed risers, fire doors etc., or during refurbishment works which have taken place in the past. In order to identify any obscured materials it would involve destructive techniques which fall outside the scope of a Management Type Asbestos Survey.

Floor tiles (or similar material) may include a bitumastic adhesive. It is known that some proprietary brands of bitumen have an asbestos content and this will be included as an integral part of the bulk sample or presumptive analysis unless otherwise stated.

Every reasonable effort was made to inspect live equipment such as electrical fuse / switch boxes, lift motor machinery, boilers etc. However, if isolation was not possible / given visually suspected samples may be documented and a material / priority assessment been made.

Only inspection within access hatches have taken place to equipment such as machinery, ducting, plant etc. However, should it be suspected that asbestos containing materials are present then a reference has been made within this report.

Areas where access could not be gained but was expected should be presumed to contain asbestos until proved otherwise. These areas will be documented within the executive summary of this survey report.

It should be noted that the drawings within this report are not to scale and indicated sample points are only guidance as to their approximate locations.

The measurements / extents within this report are approximations only.

This report should not be used directly to provide quotations and tenders for the purpose of remedial works but as a basis of information and supporting documentation only.

Room / area descriptions within this report were taken from site signs or provided by staff based personnel. Where descriptions were not available Fleet Insulation Co. Ltd surveyor/s have used suitable relevant area usage descriptions as at time of survey.

2 Throughout - Pipe work flanges consealed by cork and foil tape - Non intrusive inspection.
Pipework installed prior to 2000 - Flanges presumed to contain asbestos gaskets.

3 4th Floor - Kitchen Staff Wash Room - Restricted access due to the chemical cupboard and furniture being in situ.
Silver Store - Restricted access to ceiling voids and service hatches.
Kitchen and associated rooms (Cold Store R0427, Kitchen R0428, Cold prep room R0432 and cleaners Cupboard R0430)
No Access into ceiling voids due to kitchen furniture, equipment and stored food being in situ.

4 6th Floor - Core A Lift Lobby - No Access to ceiling void. No key available for hatch

Survey Caveat

5 8th Floor - Goods lift lobby, ceiling void - No Access - Locked hatches

6 During the survey no allowance has been made to inspect the following areas as part of the Management Survey.

Inspecting areas above 3m in height
Inspection of Floor voids or underground ducts
Entry into confined or hazardous areas
Roof voids unless safe access i.e. access ladders and walkways are provided
Flat roofs unless edge protection/safe access is provided.

SECTION FIVE

SURVEY NOTES

Fleet Insulation Company Ltd

Survey Notes

1 This report has been written with reference to the various Guidance Notes etc, issued, and current at the date of this report and describes circumstances at the site on the date the investigation took place.

2 Where similar items exist in the building, only one or two samples have been taken to ascertain the material content. It was assumed that similar products were of the same material. Only random sampling was carried out.

3 Any person undertaking work within the buildings should be told of the presence of asbestos. This briefing also applies to any other person associated with the site, including staff, sub-contractors and others.

4 The diagrams in the report are not to scale and are illustrative only to indicate approximate locations. The descriptions used are for location identification purposes

5 All the recommendations described in this report are based upon assumptions made after consideration of the type of material, condition of the material, its location, analysis result and type of use the area is thought to be subjected to. However, statutory authorities or others, could require amendments based on local knowledge, change in legislation, change in use or indeed, other conditions of criteria.

6 Equipment, machinery, ducting etc were not moved, opened up or examined for the purpose of this investigation except in the odd occasion where hatches were available unless otherwise documented.

SECTION SIX

SURVEY RECOMMENDATIONS

Fleet Insulation Company Ltd

Survey Recommendations

1 Material Assessment and Algorithm

The material assessment is an assessment of the condition of the ACM, or the presumed ACM, and the likelihood of it releasing fibres in the event of it being disturbed in some way. This material assessment will give a good initial guide to the priority for management, as it will identify the materials, which will most readily release airborne fibres if disturbed. However, there are other factors to take into account when prioritising action. HSG264 recommends the use of an algorithm to carry out the material assessment, and contains an example. The algorithm is a numerical way of taking into account several influencing factors, giving each factor considered a score. These scores can then be totaled to give a material assessment score. The use of algorithms is not infallible, but the assessment process is clear for all to see, so if discrepancies arise, it should be possible to track back through the assessment process to find the root of the error. The algorithm shown in HSG264 considers four parameters that determine the risk from ACM: that is the ability to release fibres if disturbed. These four parameters are:

Product type;
Extent of damage;
Surface treatment; and
Asbestos type

Each of the parameters is scored and added to give a total score between 2 and 12:

Materials with scores of 10 or more should be regarded as high risk with a significant potential to release fibres if disturbed;

Those with a score between 7 and 9 are regarded as medium risk;

Materials with a score between 5 and 6 are low risk; and

Scores of 4 or less are very low risk.

2 Recommendations and timescales within this report are based on each individual assessment and are given by the surveyor based upon knowledge of the site obtained during the survey along with their experience.

SECTION SEVEN

EXCLUDED AREAS

Fleet Insulation Company Ltd

Excluded Areas

The Following rooms / areas could not be accessed during the survey. Asbestos Containing Materials (ACMs) should be deemed as being present in these areas until proven otherwise.

1 6th Floor - Core A Lift Lobby - No Access to ceiling void. No key available for hatch

2 8th Floor - Goods lift lobby, ceiling void - No Access - Locked hatches

3 Please also refer to the Executive Summary for rooms / areas not accessed.

4 During the survey no allowance has been made to inspect the following areas as part of the Management Survey.

Inspecting areas above 3m in height
Inspection of Floor voids or underground ducts
Entry into confined or hazardous areas
Roof voids unless safe access i.e. access ladders and walkways are provided
Flat roofs unless edge protection/safe access is provided.

SECTION EIGHT

ASBESTOS REGISTER

Asbestos Register

Site Name: IMO - Management

Project Number: 0609

Location	Product type and name		Extent	Accessibility	Condition	Surface treatment	Asbestos Type	Sample	Sample no	Material Risk Score	Priority Risk Score	Total Score
Main Building, 8th Floor Core B Front Wing, Lift Lobby Riser	Gaskets	Gasket	4No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	001	5		N/A
Main Building, 7th Floor Core B Front Wing, R07.B03	Gaskets	Gasket	>4	Easy Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	001/1	5		N/A
Main Building, 8th Floor Core C, Goods Lift Lobby	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Low damage	Asbestos cement sheets etc	Chrysotile	Identified	002	4		N/A
Main Building, 8th Floor Core C, Stairs R08.CS01	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	002/1	3		N/A
Main Building, 7th Floor Core C, R07.CS01	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	002/2	3		N/A
Main Building, 8th Floor Core B Front Wing, R08.BS01	Asbestos cement	Window Sill	1Lm	N/A	Good condition	Asbestos cement sheets etc	Chrysotile	Identified	005	3		N/A
Main Building, 7th Floor Core B Front Wing, R07.BS01	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/1	3		N/A
Main Building, 3rd Floor Core E, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Medium damage	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/10	5		N/A
Main Building, 3rd Floor Core B Front Wing, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Medium damage	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/11	5		N/A

Asbestos Register

Site Name: IMO - Management

Project Number: 0609

Location	Product type and name		Extent	Accessibility	Condition	Surface treatment	Asbestos Type	Sample	Sample no	Material Risk Score	Priority Risk Score	Total Score
Main Building, 2nd Floor Core B Front Wing, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/12	3		N/A
Main Building, 2nd Floor Core E, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/13	3		N/A
Main Building, 2nd Floor Core C, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/14	3		N/A
Main Building, 6th Floor Core B Front Wing, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/2	3		N/A
Main Building, 6th Floor Core C, Goods Lift Lobby	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/3	3		N/A
Main Building, 6th Floor Core C, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/4	3		N/A
Main Building, 5th Floor Core C, R05.CS01	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/5	3		N/A
Main Building, 5th Floor Core B Front Wing, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/6	3		N/A
Main Building, 4th Floor Core B Front Wing, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/7	3		N/A

Asbestos Register

Site Name: IMO - Management

Project Number: 0609

Location	Product type and name		Extent	Accessibility	Condition	Surface treatment	Asbestos Type	Sample	Sample no	Material Risk Score	Priority Risk Score	Total Score
Main Building, 4th Floor Core E, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/8	3		N/A
Main Building, 3rd Floor Core C, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	005/9	3		N/A
Main Building, 6th Floor Core B Front Wing, Delegates Room Riser 2	Gaskets	Gasket	>4	Medium Accessibility	High damage	Unsealed paper	Chrysotile	Identified	006	8		N/A
Main Building, 6th Floor Core C, Mechanical Riser	Gaskets	Gasket	4No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	008	5		N/A
Main Building, 5th Floor Core C, R0574 Riser 2	Gaskets	Gasket	4No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	009	5		N/A
Main Building, 5th Floor Core B Front Wing, Male W/C Riser	Gaskets	Gasket	<4	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	009/1	5		N/A
Main Building, 5th Floor Core B Front Wing, Delegates Lobby Riser 2	Gaskets	Gasket	2	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	009/2	5		N/A
Main Building, 4th Floor Core C, Plant room	Gaskets	Gasket	>5	Medium Accessibility	Medium damage	Unsealed paper	Chrysotile	Identified	011	7		N/A
Main Building, 3rd Floor Core C, IBM Sub Zone Riser	Gaskets	Gasket	1No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	012	5		N/A

Asbestos Register

Site Name: IMO - Management

Project Number: 0609

Location	Product type and name		Extent	Accessibility	Condition	Surface treatment	Asbestos Type	Sample	Sample no	Material Risk Score	Priority Risk Score	Total Score
Main Building, 3rd Floor Core C, Plant room	Gaskets	Gasket	>2	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	013	5		N/A
Main Building, 3rd Floor Core B Front Wing, Plant Room 11	Gaskets	Gasket	>4	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	014	5		N/A
Main Building, 2nd Floor Core B Front Wing, Delegates Lobby Riser 2	Gaskets	Gasket	4No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	014/1	5		N/A
Main Building, Ground Floor Core B Front wing, Delegates Lift Lobby Riser 2	Gaskets	Gasket	2No	Difficult Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	014/2	5		N/A
Main Building, 2nd Floor, R02107 Store	Gaskets	Gasket	<5LM	Difficult Accessibility	Good condition	Unsealed paper	Chrysotile	Presumed	017V	5		N/A
Main Building, 2nd Floor Core C, Mechanical Riser	Gaskets	Gasket	4No	Difficult Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	018	5		N/A
Main Building, 1st Floor Core C, Stairs Riser	Gaskets	Gasket	4No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	018/1	5		N/A
Main Building, 1st Floor Core C, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Identified	019	3		N/A

Asbestos Register

Site Name: IMO - Management

Project Number: 0609

Location	Product type and name		Extent	Accessibility	Condition	Surface treatment	Asbestos Type	Sample	Sample no	Material Risk Score	Priority Risk Score	Total Score
Main Building, 1st Floor Core E, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	019/1	3		N/A
Main Building, Ground Floor Core A, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	019/10	3		N/A
Main Building, 1st Floor Core B Front Wing, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	019/2	3		N/A
Main Building, Ground Floor Core E, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	019/3	3		N/A
Main Building, 6th Floor Core A, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	019/4	3		N/A
Main Building, 5th Floor Core A, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	019/5	4		N/A
Main Building, 4th Floor Core A, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Low damage	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	019/6	4		N/A
Main Building, 3rd Floor Core A, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	019/7	3		N/A
Main Building, 2nd Floor Core A, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	019/8	3		N/A

Asbestos Register

Site Name: IMO - Management

Project Number: 0609

Location	Product type and name		Extent	Accessibility	Condition	Surface treatment	Asbestos Type	Sample	Sample no	Material Risk Score	Priority Risk Score	Total Score
Main Building, 1st Floor Core A, Staircase	Asbestos cement	Window Sill	1Lm	Easy Accessibility	Good condition	Asbestos cement sheets etc	Chrysotile	Strongly Presumed as previous sample	019/9	3		N/A
Main Building, 1st Floor Core C, Mechanical Riser	Gaskets	Gasket	2No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	020	5		N/A
Main Building, 1st Floor, Plant Room 9	Gaskets	Gasket	>10	Easy Accessibility	Medium damage	Unsealed paper	Chrysotile	Identified	021	7		N/A
Main Building, 2nd Floor, Main Hall Roof Plant Room 15	Gaskets	Gasket	>10	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	022	5		N/A
Main Building, 1st Floor Core B Front Wing, Plant Room 8 AHU	Gaskets	Gasket	>4	Medium Accessibility	Medium damage	Unsealed paper	Chrysotile	Identified	024	7		N/A
Main Building, 9th Floor Roof, Plant Room Open Area	Gaskets	Gasket	1No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	025	5		N/A
Main Building, 7th Floor Core A, Plant Room 16	Gaskets	Gasket	>5	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	026	5		N/A
Main Building, 7th Floor Core A, Plant Room 16	Gaskets	Gasket	>5	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	027	5		N/A
Main Building, 6th Floor Core A, Office 1 Riser	Gaskets	Gasket	4No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	028	5		N/A

Asbestos Register

Site Name: IMO - Management

Project Number: 0609

Location	Product type and name		Extent	Accessibility	Condition	Surface treatment	Asbestos Type	Sample	Sample no	Material Risk Score	Priority Risk Score	Total Score
Main Building, 6th Floor Core A, Office 5 Riser	Gaskets	Gasket	4No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	028/1	5		N/A
Main Building, 6th Floor Core A, Lift Lobby Riser	Gaskets	Gasket	2No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	028/2	5		N/A
Main Building, 5th Floor Core A, R0551 Meeting Room Riser	Gaskets	Gasket	4No	Easy Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	028/3	5		N/A
Main Building, 5th Floor Core A, R0550 Office Riser	Gaskets	Gasket	4No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	028/4	5		N/A
Main Building, 4th Floor Core A, Lift Lobby Riser	Gaskets	Gasket	10No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	028/5	5		N/A
Main Building, 4th Floor Core A, Office 8 Riser	Gaskets	Gasket	2No	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	028/6	5		N/A
Main Building, Basement Core B Rear Wing, Store Room 02	Gaskets	Gasket	4No	Difficult Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	028/7	5		N/A
Main Building, Basement Core B Rear Wing, Cupboard 01	Gaskets	Gasket	1No	Difficult Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	028/8	5		N/A

Asbestos Register

Site Name: IMO - Management

Project Number: 0609

Location	Product type and name		Extent	Accessibility	Condition	Surface treatment	Asbestos Type	Sample	Sample no	Material Risk Score	Priority Risk Score	Total Score
Main Building, Basement Core A, Tank Room 1 Corridor	Gaskets	Gasket	4No	Difficult Accessibility	Good condition	Unsealed paper	Chrysotile	Strongly Presumed as previous sample	028/9	5		N/A
Main Building, Basement Core A, Plant Room 3 AHU 20	Gaskets	Gasket	>2	Medium Accessibility	Good condition	Unsealed paper	Chrysotile	Identified	031	5		N/A
Main Building, 4th Floor Core B Rear Wing, Electrical Riser	Asbestos cement	Cement sheeting	<1m2	Difficult Accessibility	High damage	Asbestos cement sheets etc	Chrysotile	Identified	033	6		N/A

SECTION NINE

MATERIAL ASSESSMENT: SUMMARY BY RISK BAND

Material Assessment: Summary by Risk Band

Site Name: IMO - Management

Risk Band: Medium Risk

Project Number: 0609

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
13/06/18	021	9936	13 of 18	Main Building	1st Floor	Plant Room 9	Chrysotile	Gasket	7	N/A	Asbestos Gaskets to Pipework x >10	Manage & Inspect	MS
14/06/18	024	9940	13 of 18	Main Building	1st Floor Core B Front Wing	Plant Room 8 AHU	Chrysotile	Gasket	7	N/A	Asbestos Gaskets to Pipework x >4	Manage & Inspect	MS
12/06/18	011	9916	7 of 18	Main Building	4th Floor Core C	Plant room	Chrysotile	Gasket	7	N/A	Asbestos Gaskets to Pipework	Manage & Inspect	MS
12/06/18	006	9902	4 of 18	Main Building	6th Floor Core B Front Wing	Delegates Room Riser 2	Chrysotile	Gasket	8	N/A	Asbestos gaskets to pipework	Manage & Inspect	MS

Material Assessment: Summary by Risk Band

Site Name: IMO - Management

Risk Band: Low Risk

Project Number: 0609

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
13/06/18	020	9935	13 of 18	Main Building	1st Floor Core C	Mechanical Riser	Chrysotile	Gasket	5	N/A	Asbestos Gaskets to Pipework	Manage & Inspect	MS
13/06/18	018/1	9934	13 of 18	Main Building	1st Floor Core C	Stairs Riser	Chrysotile	Gasket	5	N/A	Strongly Presumed asbestos Gaskets to Pipes	Manage & Inspect	MS
14/06/18	022	9938	12 of 18	Main Building	2nd Floor	Main Hall Roof Plant Room 15	Chrysotile	Gasket	5	N/A	Asbestos Gaskets to Pipework x 10	Manage & Inspect	MS
13/06/18	017V	9928	11 of 18	Main Building	2nd Floor	R02107 Store	Chrysotile	Gasket	5	N/A	Presumed asbestos Gasket/Rope in Safe - No Access to Safe	Investigate Further	MS
13/06/18	014/1	9926	11 of 18	Main Building	2nd Floor Core B Front Wing	Delegates Lobby Riser 2	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to Pipework	Manage & Inspect	MS
13/06/18	018	9931	11 of 18	Main Building	2nd Floor Core C	Mechanical Riser	Chrysotile	Gasket	5	N/A	Asbestos Gaskets to Pipework	Manage & Inspect	MS
13/06/18	014	9922	9 of 18	Main Building	3rd Floor Core B Front Wing	Plant Room 11	Chrysotile	Gasket	5	N/A	Asbestos gaskets to pipework	Manage & Inspect	MS
13/06/18	005/11	9924	9 of 18	Main Building	3rd Floor Core B Front Wing	Staircase	Chrysotile	Window Sill	5	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
12/06/18	012	9919	9 of 18	Main Building	3rd Floor Core C	IBM Sub Zone Riser	Chrysotile	Gasket	5	N/A	Asbestos Gasket to Pipework	Manage & Inspect	MS
12/06/18	013	9920	9 of 18	Main Building	3rd Floor Core C	Plant room	Chrysotile	Gasket	5	N/A	Asbestos gaskets to pipework	Manage & Inspect	MS
12/06/18	005/10	9921	9 of 18	Main Building	3rd Floor Core E	Staircase	Chrysotile	Window Sill	5	N/A	Strongly Presumed Asbestos Window Sill	Manage & Inspect	MS
15/06/18	028/5	9955	8 of 18	Main Building	4th Floor Core A	Lift Lobby Riser	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to Pipework x 10	Manage & Inspect	MS
15/06/18	028/6	9956	8 of 18	Main Building	4th Floor Core A	Office 8 Riser	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to Pipework	Manage & Inspect	MS

Material Assessment: Summary by Risk Band

Site Name: IMO - Management

Risk Band: Low Risk

Project Number: 0609

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
19/06/18	033	9968	7 of 18	Main Building	4th Floor Core B Rear Wing	Electrical Riser	Chrysotile	Cement sheeting	6	N/A	Discarded Asbestos Cement sheets behind vertical cable run	Remove	MS
15/06/18	028/4	9952	6 of 18	Main Building	5th Floor Core A	R0550 Office Riser	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gasket to Pipework	Manage & Inspect	MS
15/06/18	028/3	9951	6 of 18	Main Building	5th Floor Core A	R0551 Meeting Room Riser	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to Pipework x 4	Manage & Inspect	MS
12/06/18	009/2	9911	5 of 18	Main Building	5th Floor Core B Front Wing	Delegates Lobby Riser 2	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to pipework	Manage & Inspect	MS
12/06/18	009/1	9910	5 of 18	Main Building	5th Floor Core B Front Wing	Male W/C Riser	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to pipework	Manage & Inspect	MS
12/06/18	009	9908	5 of 18	Main Building	5th Floor Core C	R0574 Riser 2	Chrysotile	Gasket	5	N/A	Asbestos Gaskets to pipework x 4	Manage & Inspect	MS
15/06/18	028/2	9950	4 of 18	Main Building	6th Floor Core A	Lift Lobby Riser	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to pipe x 2	Manage & Inspect	MS
15/06/18	028	9948	4 of 18	Main Building	6th Floor Core A	Office 1 Riser	Chrysotile	Gasket	5	N/A	Asbestos Gaskets to pipe x 4	Manage & Inspect	MS
15/06/18	028/1	9949	4 of 18	Main Building	6th Floor Core A	Office 5 Riser	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gasketsto pipe x 7	Manage & Inspect	MS
12/06/18	008	9904	4 of 18	Main Building	6th Floor Core C	Mechanical Riser	Chrysotile	Gasket	5	N/A	Asbestos gaskets to pipework x 4	Manage & Inspect	MS
14/06/18	026	9945	3 of 18	Main Building	7th Floor Core A	Plant Room 16	Chrysotile	Gasket	5	N/A	Asbestos Gaskets to Pipework >5	Manage & Inspect	MS
14/06/18	027	9946	3 of 18	Main Building	7th Floor Core A	Plant Room 16	Chrysotile	Gasket	5	N/A	Asbestos Gaskets to Pipework x >5	Manage & Inspect	MS
11/06/18	001/1	9898	3 of 18	Main Building	7th Floor Core B Front Wing	R07.B03	Chrysotile	Gasket	5	N/A	Styrongly presumed asbestos gaskets to pipework	Manage & Inspect	MS

Material Assessment: Summary by Risk Band

Site Name: IMO - Management

Risk Band: Low Risk

Project Number: 0609

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
11/06/18	001	9889	2 of 18	Main Building	8th Floor Core B Front Wing	Lift Lobby Riser	Chrysotile	Gasket	5	N/A	Asbestos gaskets within riser x 4	Manage & Inspect	MS
14/06/18	025	9944	1 of 18	Main Building	9th Floor Roof	Plant Room Open Area	Chrysotile	Gasket	5	N/A	Asbestos Gaskets to Dry Riser Hydrant	Manage & Inspect	MS
19/06/18	031	9966	18 of 18	Main Building	Basement Core A	Plant Room 3 AHU 20	Chrysotile	Gasket	5	N/A	Asbestos Gaskets to Pipework x >2	Manage & Inspect	MS
19/06/18	028/9	9965	18 of 18	Main Building	Basement Core A	Tank Room 1 Corridor	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to pipework - High Level above 3 m x 4	Manage & Inspect	MS
19/06/18	028/8	9964	18 of 18	Main Building	Basement Core B Rear Wing	Cupboard 01	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to high level pipework - Above 3m	Manage & Inspect	MS
19/06/18	028/7	9963	18 of 18	Main Building	Basement Core B Rear Wing	Store Room 02	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets - Flow and Return Pipes - High Level above 3m	Manage & Inspect	MS
14/06/18	014/2	9942	15 of 18	Main Building	Ground Floor Core B Front wing	Delegates Lift Lobby Riser 2	Chrysotile	Gasket	5	N/A	Strongly Presumed Asbestos Gaskets to High Level Pipework	Manage & Inspect	MS

Material Assessment: Summary by Risk Band

Site Name: IMO - Management

Risk Band: Very Low Risk

Project Number: 0609

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
15/06/18	019/9	9961	14 of 18	Main Building	1st Floor Core A	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Window Sill	Manage & Inspect	MS
14/06/18	019/2	9941	13 of 18	Main Building	1st Floor Core B Front Wing	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
13/06/18	019	9933	13 of 18	Main Building	1st Floor Core C	Staircase	Chrysotile	Window Sill	3	N/A	Asbestos Cement Window Sill	Manage & Inspect	MS
13/06/18	019/1	9937	13 of 18	Main Building	1st Floor Core E	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
15/06/18	019/8	9960	12 of 18	Main Building	2nd Floor Core A	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
13/06/18	005/12	9925	11 of 18	Main Building	2nd Floor Core B Front Wing	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
13/06/18	005/14	9932	11 of 18	Main Building	2nd Floor Core C	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
13/06/18	005/13	9930	11 of 18	Main Building	2nd Floor Core E	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
15/06/18	019/7	9958	10 of 18	Main Building	3rd Floor Core A	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
12/06/18	005/9	9918	9 of 18	Main Building	3rd Floor Core C	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
15/06/18	019/6	9954	8 of 18	Main Building	4th Floor Core A	Staircase	Chrysotile	Window Sill	4	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
12/06/18	005/7	9913	7 of 18	Main Building	4th Floor Core B Front Wing	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS

Material Assessment: Summary by Risk Band

Site Name: IMO - Management

Risk Band: Very Low Risk

Project Number: 0609

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
12/06/18	005/8	9917	7 of 18	Main Building	4th Floor Core E	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
15/06/18	019/5	9953	6 of 18	Main Building	5th Floor Core A	Staircase	Chrysotile	Window Sill	4	N/A	Strongly Presumed asbestos cement Window Sill	Manage & Inspect	MS
12/06/18	005/6	9912	5 of 18	Main Building	5th Floor Core B Front Wing	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
12/06/18	005/5	9907	5 of 18	Main Building	5th Floor Core C	R05.CS01	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
15/06/18	019/4	9947	4 of 18	Main Building	6th Floor Core A	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
11/06/18	005/2	9901	4 of 18	Main Building	6th Floor Core B Front Wing	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement window Sill	Manage & Inspect	MS
12/06/18	005/3	9905	4 of 18	Main Building	6th Floor Core C	Goods Lift Lobby	Chrysotile	Window Sill	3	N/A	Strongly Presumed asbestos window sill	Manage & Inspect	MS
12/06/18	005/4	9906	4 of 18	Main Building	6th Floor Core C	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
11/06/18	005/1	9900	3 of 18	Main Building	7th Floor Core B Front Wing	R07.BS01	Chrysotile	Window Sill	3	N/A	Strongly presumed asbestos cement window sill	Manage & Inspect	MS
11/06/18	002/2	9897	3 of 18	Main Building	7th Floor Core C	R07.CS01	Chrysotile	Window Sill	3	N/A	Strongly presumed asbestos cement window sill	Manage & Inspect	MS
11/06/18	005	9899	2 of 18	Main Building	8th Floor Core B Front Wing	R08.BS01	Chrysotile	Window Sill	3	N/A	Asbestos Cement to Window Sill to Staircase	Manage & Inspect	MS
11/06/18	002	9890	2 of 18	Main Building	8th Floor Core C	Goods Lift Lobby	Chrysotile	Window Sill	4	N/A	Asbestos cement window sill	Manage & Inspect	MS
11/06/18	002/1	9891	2 of 18	Main Building	8th Floor Core C	Stairs R08.CS01	Chrysotile	Window Sill	3	N/A	Strongly Presumed asbestos window sill	Manage & Inspect	MS

Material Assessment: Summary by Risk Band

Site Name: IMO - Management

Risk Band: Very Low Risk

Project Number: 0609

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
19/06/18	019/10	9962	16 of 18	Main Building	Ground Floor Core A	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS
14/06/18	019/3	9943	15 of 18	Main Building	Ground Floor Core E	Staircase	Chrysotile	Window Sill	3	N/A	Strongly Presumed Asbestos Cement Window Sill	Manage & Inspect	MS

Material Assessment: Summary by Risk Band

Site Name: IMO - Management

Project Number: 0609

Risk Band: NADIS

Sample Date	Location Ref	Location ID	Drawing Reference	Area	Floor	Room	Asbestos Type	Product Name	Material Risk Score	Priority Risk Score	Comments	Action	Survey Type
14/06/18	023	9939	14 of 18	Main Building	1st Floor	Gallery R0127	NADIS	Textured coating	0	N/A	N.A.D.I.S - Textured Coating to Ceiling	No Action Required	MS
13/06/18	016	9927	11 of 18	Main Building	2nd Floor	Committee Room 1	NADIS	Step nosing	0	N/A	N.A.D.I.S - Stair nosing to Stage	No Action Required	MS
13/06/18	016/1	9929	11 of 18	Main Building	2nd Floor	Committee Room 2	NADIS	Stair nosing	0	N/A	N.A.D.I.S - Stair nosing to stage	No Action Required	MS
15/06/18	030	9959	12 of 18	Main Building	2nd Floor Core B Rear Wing	Open Plan Office	NADIS	Gasket	0	N/A	N.A.D.I.S - Gasket to pipework in ceiling void	No Action Required	MS
13/06/18	015	9923	9 of 18	Main Building	3rd Floor	AHU Roof Void	NADIS	Sprayed coating	0	N/A	N.A.D.I.S - Modern Sprayed coating to RSJ's - Throughout 3rd Floor	No Action Required	MS
15/06/18	029	9957	10 of 18	Main Building	3rd Floor Core B Rear Wing	Open Plan Office	NADIS	Gasket	0	N/A	N.A.D.I.S - Gasket to Pipework in ceiling void	No Action Required	MS
12/06/18	010	9914	7 of 18	Main Building	4th Floor Core C	Open Plan Dining Area	NADIS	Gasket	0	N/A	N.A.D.I.S - Gaskets to Pipe in Ceiling Void	No Action Required	MS
12/06/18	010/1	9915	7 of 18	Main Building	4th Floor Core C	Open Plan Dining Area	NADIS	Gasket	0	N/A	N.A.D.I.S - Gaskets to Pipe in Ceiling Void	No Action Required	MS
12/06/18	007/1	9909	5 of 18	Main Building	5th Floor Core C	Open Plan Office	NADIS	Gasket	0	N/A	N.A.D.I.S - Gaskets in Situ	No Action Required	MS
12/06/18	007	9903	15 of 18	Main Building	6th Floor Core B Front Wing	Office Space	NADIS	Gasket	0	N/A	N.A.D.I.S - Gaskets to pipework in ceiling void	No Action Required	MS
11/06/18	003	9892	2 of 18	Main Building	8th Floor Core C	R08.CS01	NADIS	Stair nosing	0	N/A	N.A.D.I.S - Stair nosing	No Action Required	MS
11/06/18	004	9893	2 of 18	Main Building	8th Floor Core C	R08.CS01	NADIS	Skirting Board	0	N/A	N.A.D.I.S - Skirting	No Action Required	MS
19/06/18	032	9967	17 of 18	Main Building	Basement	Plant Room 5	NADIS	Gasket	0	N/A	N.A.D.I.S - Gaskets to pipework x >2	No Action Required	MS

SECTION TEN

MATERIAL ASSESSMENT (PHOTO)

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9889	Survey Type:	MS
Location Ref:	001	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	8th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Lift Lobby Riser	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	2 of 18		
Asbestos ?	Yes		
Date:	11 June 2018		
Next Inspection:	11 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos gaskets within riser x 4

Printed: 26/07/2018 By: Fleet Insulation Company Ltd. Using Multibase Software.

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9890	Survey Type:	MS
Location Ref:	002	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Low damage
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	8th Floor Core C	Asbestos Type:	Chrysotile
Room:	Goods Lift Lobby	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	2 of 18		
Asbestos ?	Yes		
Date:	11 June 2018		
Next Inspection:	11 June 2019		

Material Risk Score:	4
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos cement window sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9891	Survey Type:	MS
Location Ref:	002/1	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	8th Floor Core C	Asbestos Type:	Chrysotile
Room:	Stairs R08.CS01	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	2 of 18		
Asbestos ?	Yes		
Date:	11 June 2018		
Next Inspection:	11 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed asbestos window sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

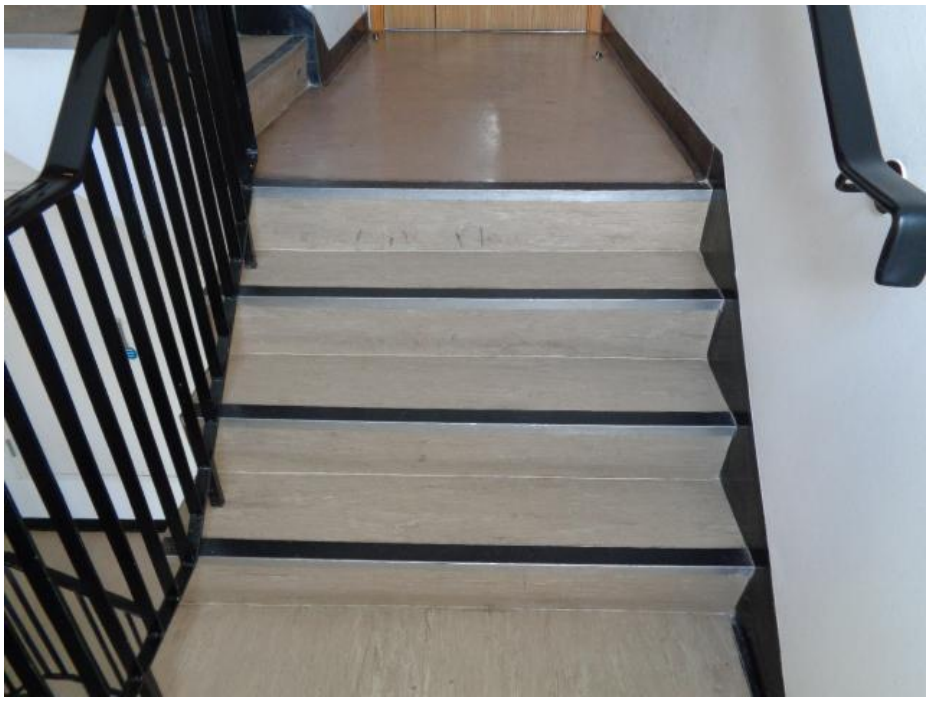
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9892	Survey Type:	MS
Location Ref:	003	Product Type:	NADIS
Product:	Stair nosing	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	8th Floor Core C	Asbestos Type:	NADIS
Room:	R08.CS01	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	2 of 18		
Asbestos ?	No		
Date:	11 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required



Material Comments: N.A.D.I.S - Stair nosing

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9893	Survey Type:	MS
Location Ref:	004	Product Type:	NADIS
Product:	Skirting Board	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	8th Floor Core C	Asbestos Type:	NADIS
Room:	R08.CS01	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	2 of 18		
Asbestos ?	No		
Date:	11 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required

Material Comments: N.A.D.I.S - Skirting

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9897	Survey Type:	MS
Location Ref:	002/2	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	7th Floor Core C	Asbestos Type:	Chrysotile
Room:	R07.CS01	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	3 of 18		
Asbestos ?	Yes		
Date:	11 June 2018		
Next Inspection:	11 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly presumed asbestos cement window sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9898	Survey Type:	MS
Location Ref:	001/1	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	7th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	R07.B03	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	>4
Drawing Ref:	3 of 18		
Asbestos ?	Yes		
Date:	11 June 2018		
Next Inspection:	11 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Styrongly presumed asbestos gaskets to pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

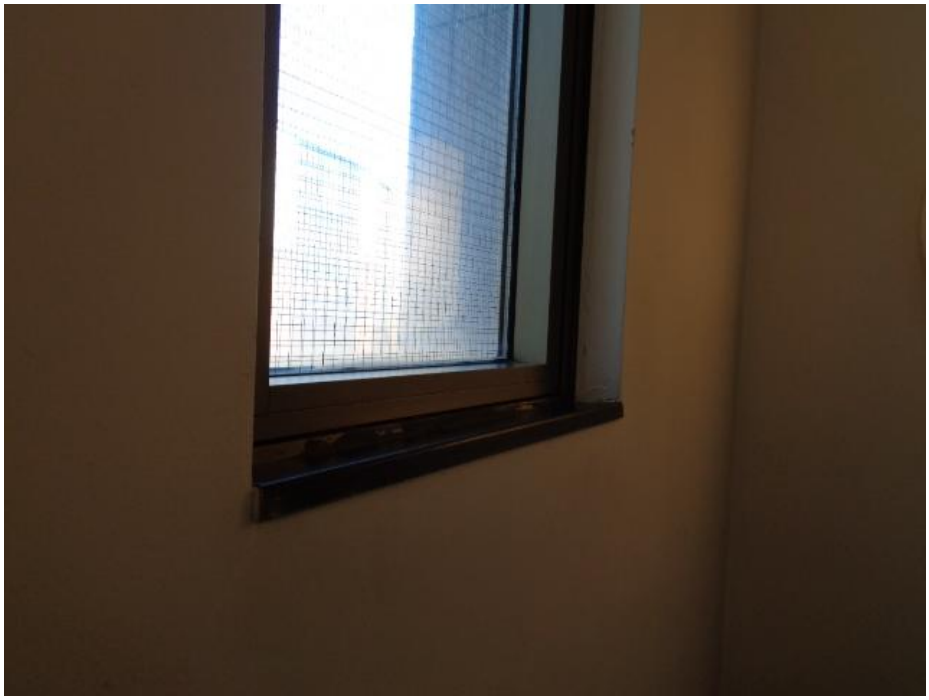
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9899	Survey Type:	MS
Location Ref:	005	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	8th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	R08.BS01	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	2 of 18		
Asbestos ?	Yes		
Date:	11 June 2018		
Next Inspection:	11 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Asbestos Cement to Window Sill to Staircase

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

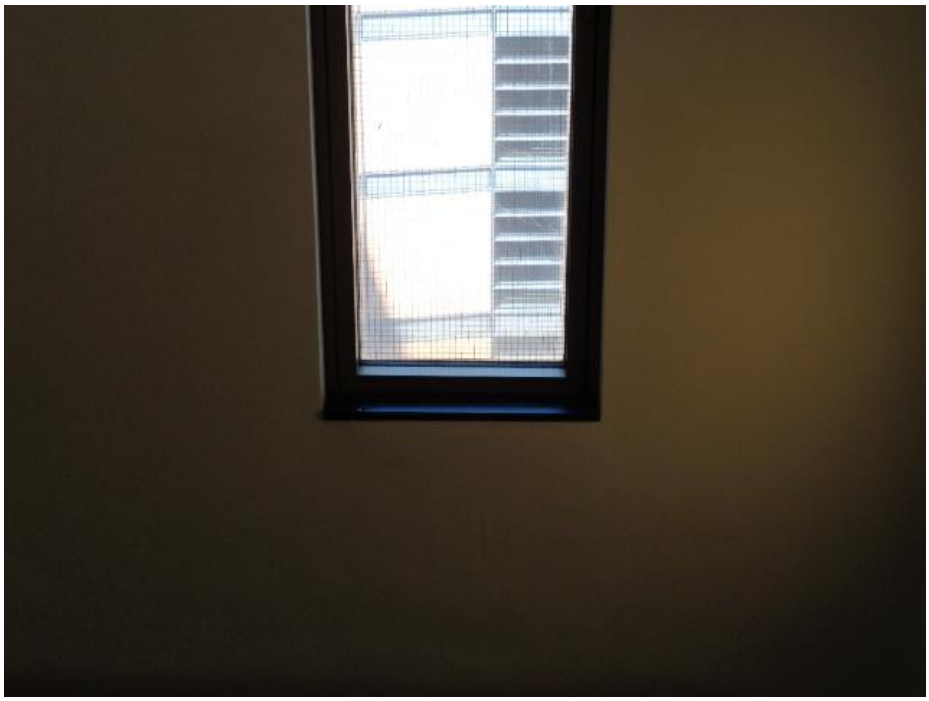
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9900	Survey Type:	MS
Location Ref:	005/1	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	7th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	R07.BS01	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	3 of 18		
Asbestos ?	Yes		
Date:	11 June 2018		
Next Inspection:	11 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly presumed asbestos cement window sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9901	Survey Type:	MS
Location Ref:	005/2	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	6th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	4 of 18		
Asbestos ?	Yes		
Date:	11 June 2018		
Next Inspection:	11 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Cement window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9902	Survey Type:	MS
Location Ref:	006	Product Type:	Gaskets
Product:	Gasket	Damage:	High damage
Area:	Main Building	Treatment:	Unsealed paper
Floor:	6th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Delegates Room Riser 2	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>4
Drawing Ref:	4 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	10 June 2019		

Material Risk Score:	8
Material Risk Band:	Medium Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos gaskets to pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9903	Survey Type:	MS
Location Ref:	007	Product Type:	NADIS
Product:	Gasket	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	6th Floor Core B Front Wing	Asbestos Type:	NADIS
Room:	Office Space	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	15 of 18		
Asbestos ?	No		
Date:	12 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required

Material Comments: N.A.D.I.S - Gaskets to pipework in ceiling void

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9904	Survey Type:	MS
Location Ref:	008	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	6th Floor Core C	Asbestos Type:	Chrysotile
Room:	Mechanical Riser	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	4 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos gaskets to pipework x 4

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9905	Survey Type:	MS
Location Ref:	005/3	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	6th Floor Core C	Asbestos Type:	Chrysotile
Room:	Goods Lift Lobby	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	4 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed asbestos window sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9906	Survey Type:	MS
Location Ref:	005/4	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	6th Floor Core C	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	4 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9907	Survey Type:	MS
Location Ref:	005/5	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	5th Floor Core C	Asbestos Type:	Chrysotile
Room:	R05.CS01	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	5 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9908	Survey Type:	MS
Location Ref:	009	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	5th Floor Core C	Asbestos Type:	Chrysotile
Room:	R0574 Riser 2	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	5 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to pipework x 4

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9909	Survey Type:	MS
Location Ref:	007/1	Product Type:	NADIS
Product:	Gasket	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	5th Floor Core C	Asbestos Type:	NADIS
Room:	Open Plan Office	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	5 of 18		
Asbestos ?	No		
Date:	12 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required

Material Comments: N.A.D.I.S - Gaskets in Situ

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

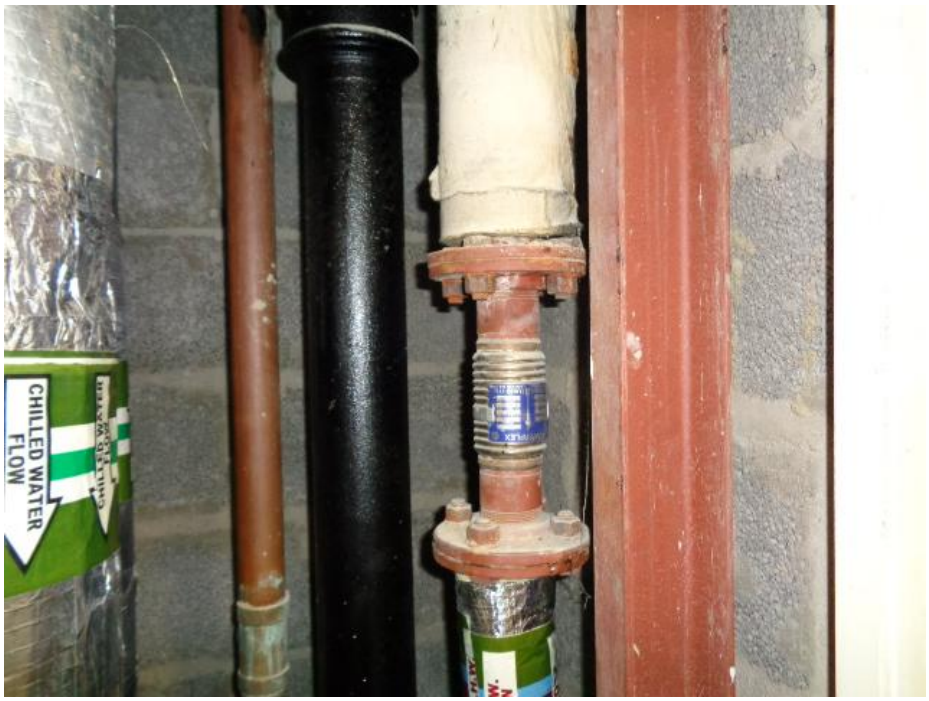
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9910	Survey Type:	MS
Location Ref:	009/1	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	5th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Male W/C Riser	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	<4
Drawing Ref:	5 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Gaskets to pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9911	Survey Type:	MS
Location Ref:	009/2	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	5th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Delegates Lobby Riser 2	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	2
Drawing Ref:	5 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gaskets to pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9912	Survey Type:	MS
Location Ref:	005/6	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	5th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	5 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

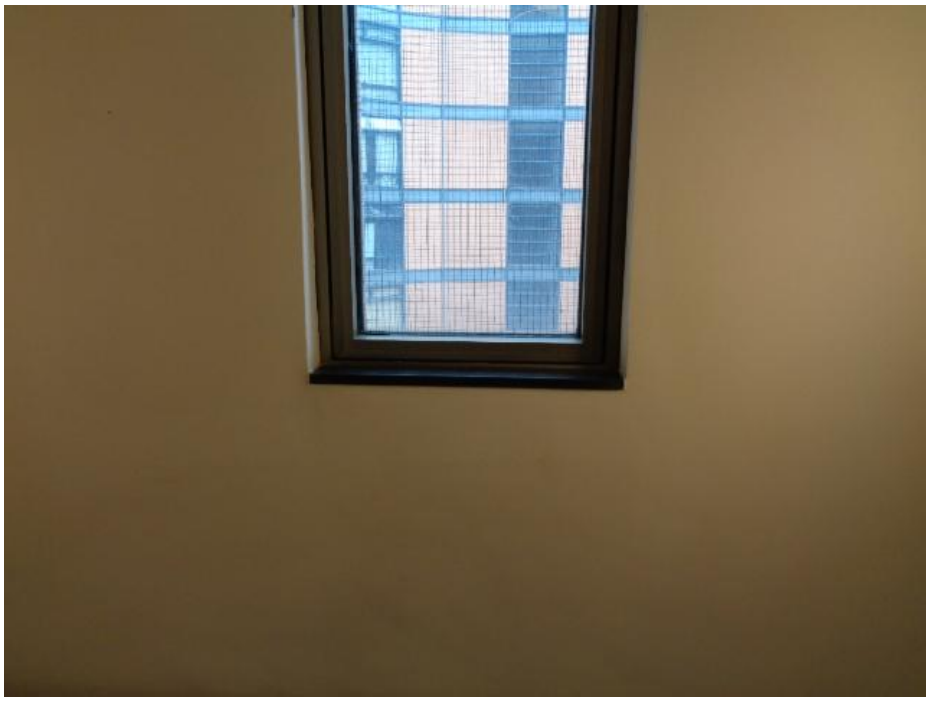
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9913	Survey Type:	MS
Location Ref:	005/7	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	4th Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	7 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9914	Survey Type:	MS
Location Ref:	010	Product Type:	NADIS
Product:	Gasket	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	4th Floor Core C	Asbestos Type:	NADIS
Room:	Open Plan Dining Area	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	7 of 18		
Asbestos ?	No		
Date:	12 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required

Material Comments: N.A.D.I.S - Gaskets to Pipe in Ceiling Void

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9915	Survey Type:	MS
Location Ref:	010/1	Product Type:	NADIS
Product:	Gasket	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	4th Floor Core C	Asbestos Type:	NADIS
Room:	Open Plan Dining Area	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	7 of 18		
Asbestos ?	No		
Date:	12 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required

Material Comments: N.A.D.I.S - Gaskets to Pipe in Ceiling Void

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

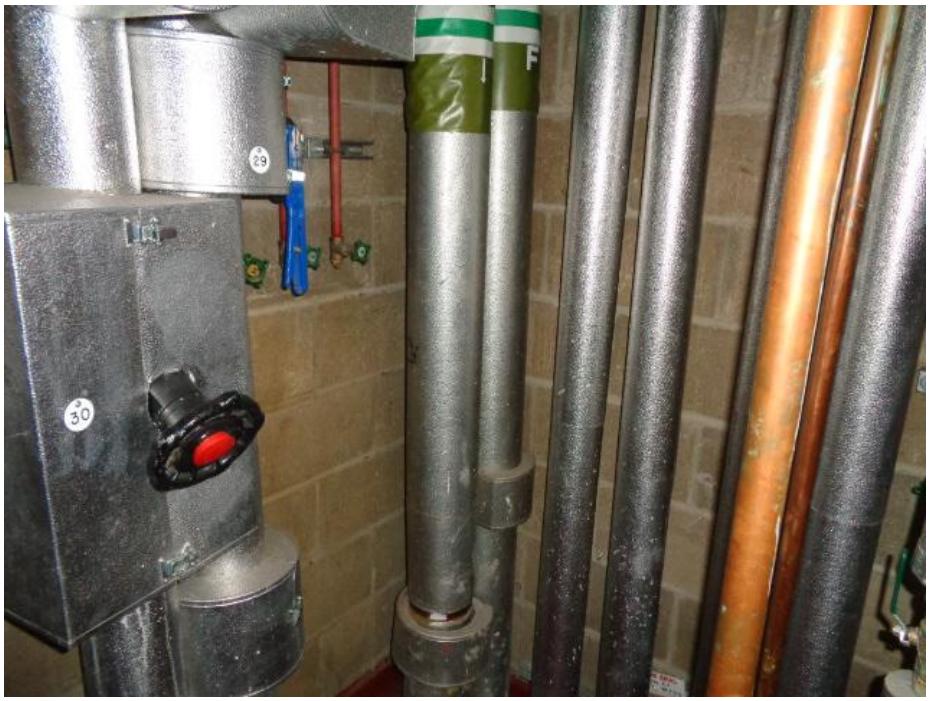
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9916	Survey Type:	MS
Location Ref:	011	Product Type:	Gaskets
Product:	Gasket	Damage:	Medium damage
Area:	Main Building	Treatment:	Unsealed paper
Floor:	4th Floor Core C	Asbestos Type:	Chrysotile
Room:	Plant room	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>5
Drawing Ref:	7 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	10 June 2019		

Material Risk Score:	7
Material Risk Band:	Medium Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Asbestos Gaskets to Pipework

Printed: 26/07/2018 By: Fleet Insulation Company Ltd. Using Multibase Software.

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

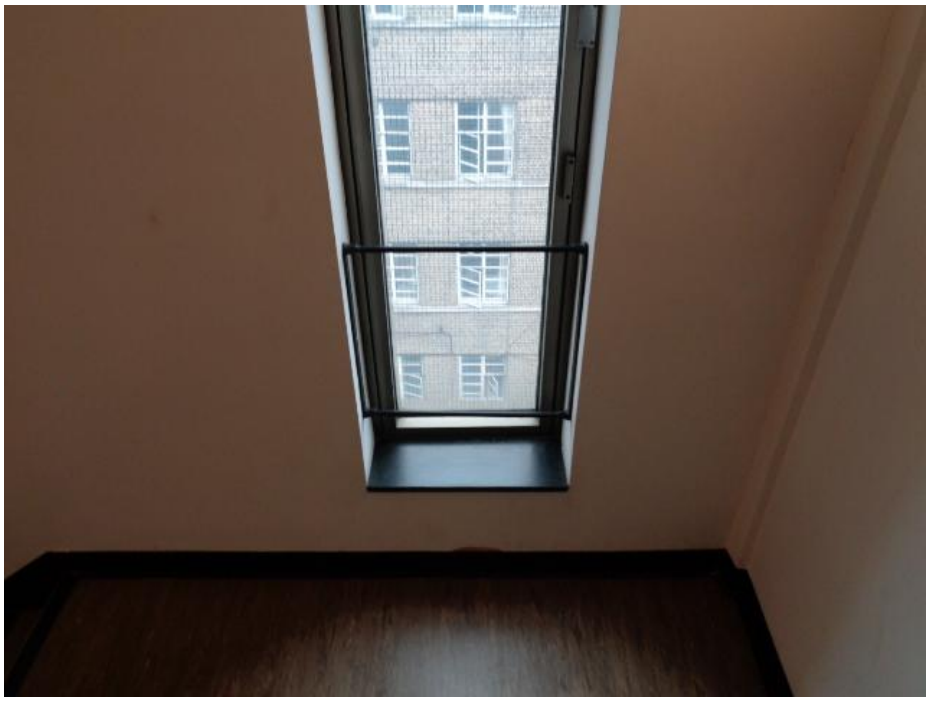
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9917	Survey Type:	MS
Location Ref:	005/8	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	4th Floor Core E	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	7 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9918	Survey Type:	MS
Location Ref:	005/9	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	3rd Floor Core C	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	9 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9919	Survey Type:	MS
Location Ref:	012	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	3rd Floor Core C	Asbestos Type:	Chrysotile
Room:	IBM Sub Zone Riser	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	1No
Drawing Ref:	9 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gasket to Pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9920	Survey Type:	MS
Location Ref:	013	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	3rd Floor Core C	Asbestos Type:	Chrysotile
Room:	Plant room	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>2
Drawing Ref:	9 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos gaskets to pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9921	Survey Type:	MS
Location Ref:	005/10	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Medium damage
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	3rd Floor Core E	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	9 of 18		
Asbestos ?	Yes		
Date:	12 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

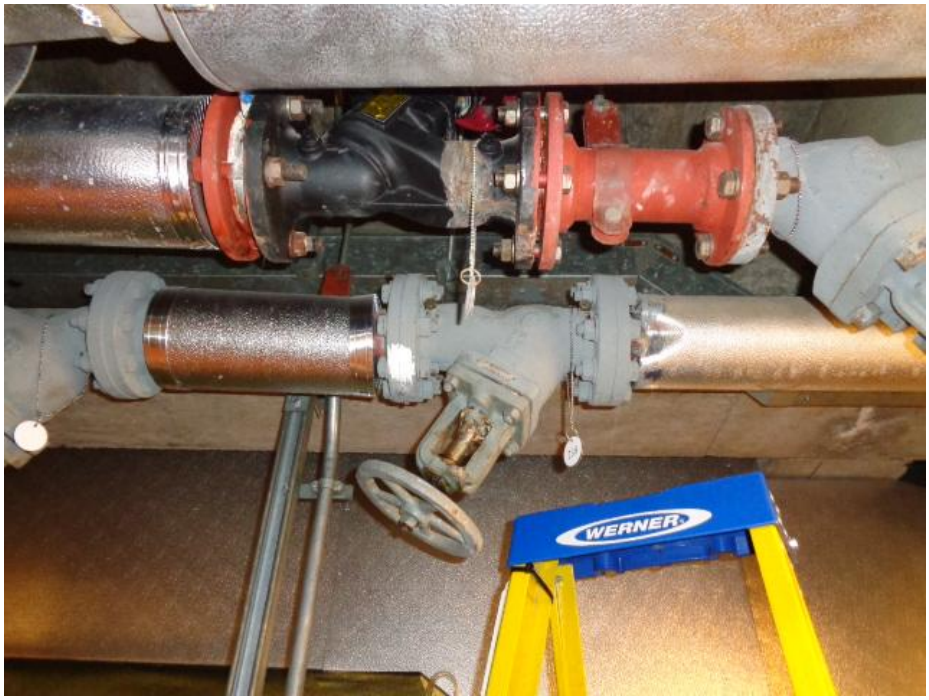
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9922	Survey Type:	MS
Location Ref:	014	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	3rd Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Plant Room 11	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>4
Drawing Ref:	9 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Asbestos gaskets to pipework

Printed: 26/07/2018 By: Fleet Insulation Company Ltd. Using Multibase Software.

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR	Client Name:	Engie Ltd
		Project Number:	0609

Location ID:	9923	Survey Type:	MS
Location Ref:	015	Product Type:	NADIS
Product:	Sprayed coating	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	3rd Floor	Asbestos Type:	NADIS
Room:	AHU Roof Void	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	9 of 18		
Asbestos ?	No		
Date:	13 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required

Material Comments: N.A.D.I.S - Modern Sprayed coating to RSJ's - Throughout 3rd Floor

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

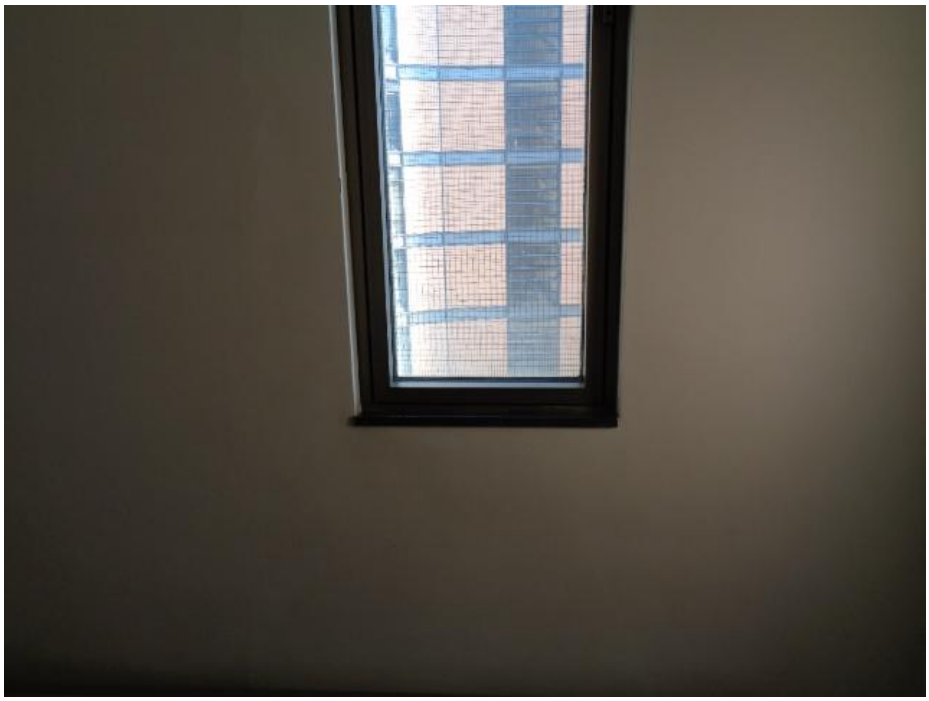
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9924	Survey Type:	MS
Location Ref:	005/11	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Medium damage
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	3rd Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	9 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

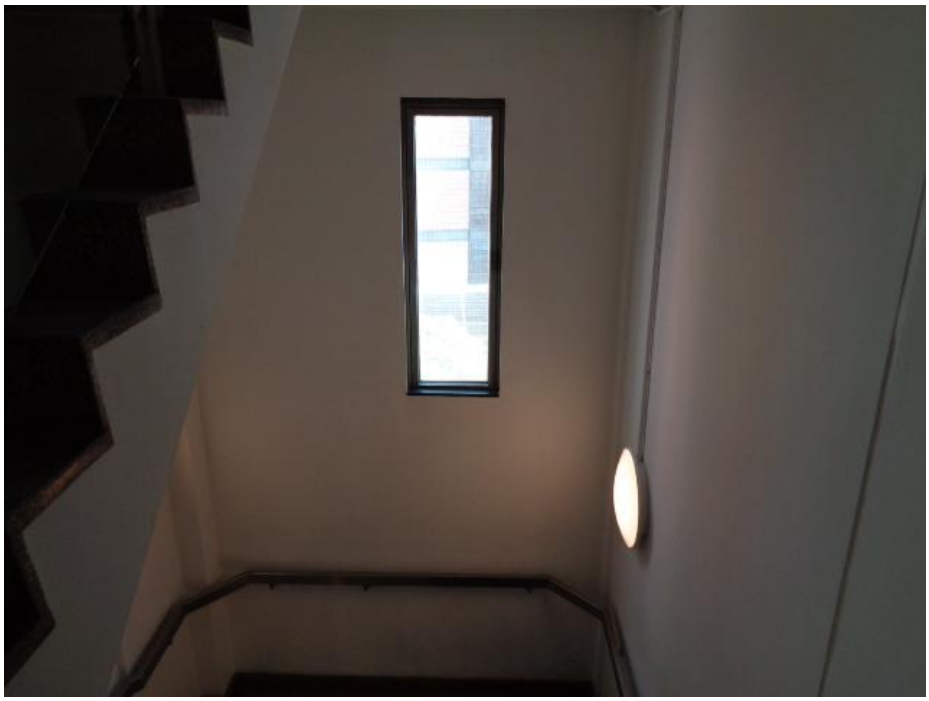
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9925	Survey Type:	MS
Location Ref:	005/12	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	2nd Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	11 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9926	Survey Type:	MS
Location Ref:	014/1	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	2nd Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Delegates Lobby Riser 2	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	11 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gaskets to Pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9927	Survey Type:	MS
Location Ref:	016	Product Type:	NADIS
Product:	Step nosing	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	2nd Floor	Asbestos Type:	NADIS
Room:	Committee Room 1	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	11 of 18		
Asbestos ?	No		
Date:	13 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required

Material Comments: N.A.D.I.S - Stair nosing to Stage

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9928	Survey Type:	MS
Location Ref:	017V	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	2nd Floor	Asbestos Type:	Chrysotile
Room:	R02107 Store	Identification:	Presumed
Surveyor Name:	Rob Hughes	Quantity:	<5LM
Drawing Ref:	11 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Investigate Further

Material Comments: Presumed asbestos Gasket/Rope in Safe - No Access to Safe

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9929	Survey Type:	MS
Location Ref:	016/1	Product Type:	NADIS
Product:	Stair nosing	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	2nd Floor	Asbestos Type:	NADIS
Room:	Committee Room 2	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	11 of 18		
Asbestos ?	No		
Date:	13 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required

Material Comments: N.A.D.I.S - Stair nosing to stage

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9930	Survey Type:	MS
Location Ref:	005/13	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	2nd Floor Core E	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	11 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9931	Survey Type:	MS
Location Ref:	018	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	2nd Floor Core C	Asbestos Type:	Chrysotile
Room:	Mechanical Riser	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	11 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to Pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9932	Survey Type:	MS
Location Ref:	005/14	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	2nd Floor Core C	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	11 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9933	Survey Type:	MS
Location Ref:	019	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	1st Floor Core C	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	13 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9934	Survey Type:	MS
Location Ref:	018/1	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	1st Floor Core C	Asbestos Type:	Chrysotile
Room:	Stairs Riser	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	13 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed asbestos Gaskets to Pipes

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9935	Survey Type:	MS
Location Ref:	020	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	1st Floor Core C	Asbestos Type:	Chrysotile
Room:	Mechanical Riser	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	2No
Drawing Ref:	13 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to Pipework

Printed: 26/07/2018 By: Fleet Insulation Company Ltd. Using Multibase Software.

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9936	Survey Type:	MS
Location Ref:	021	Product Type:	Gaskets
Product:	Gasket	Damage:	Medium damage
Area:	Main Building	Treatment:	Unsealed paper
Floor:	1st Floor	Asbestos Type:	Chrysotile
Room:	Plant Room 9	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>10
Drawing Ref:	13 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	11 June 2019		

Material Risk Score:	7
Material Risk Band:	Medium Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to Pipework x >10

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

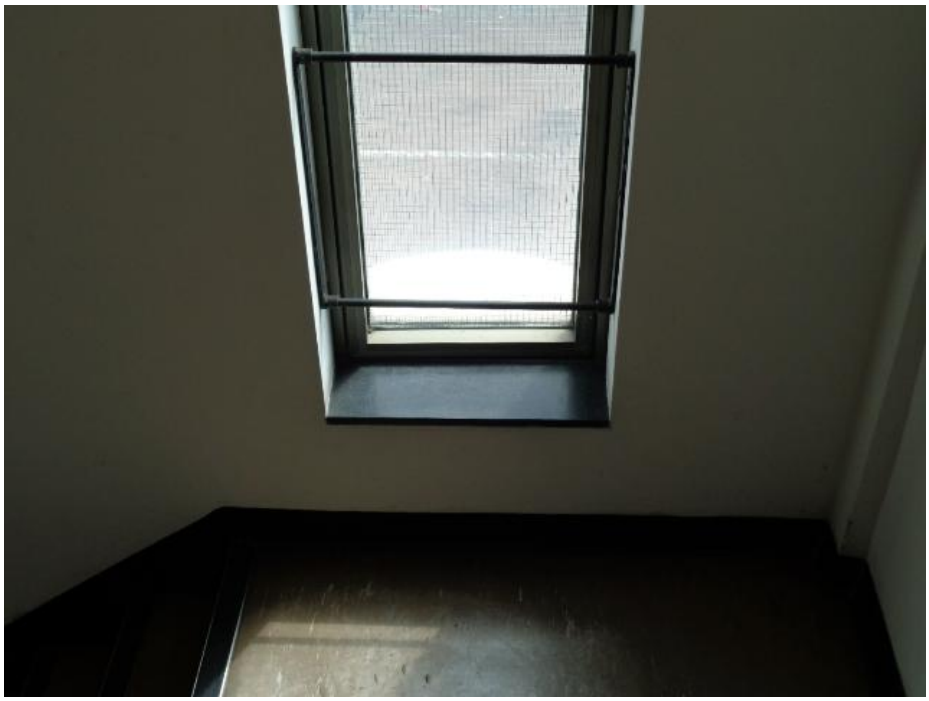
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9937	Survey Type:	MS
Location Ref:	019/1	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	1st Floor Core E	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	13 of 18		
Asbestos ?	Yes		
Date:	13 June 2018		
Next Inspection:	13 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9938	Survey Type:	MS
Location Ref:	022	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	2nd Floor	Asbestos Type:	Chrysotile
Room:	Main Hall Roof Plant Room 15	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>10
Drawing Ref:	12 of 18		
Asbestos ?	Yes		
Date:	14 June 2018		
Next Inspection:	14 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to Pipework x 10

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9939	Survey Type:	MS
Location Ref:	023	Product Type:	NADIS
Product:	Textured coating	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	1st Floor	Asbestos Type:	NADIS
Room:	Gallery R0127	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	14 of 18		
Asbestos ?	No		
Date:	14 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required

Material Comments: N.A.D.I.S - Textured Coating to Ceiling

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9940	Survey Type:	MS
Location Ref:	024	Product Type:	Gaskets
Product:	Gasket	Damage:	Medium damage
Area:	Main Building	Treatment:	Unsealed paper
Floor:	1st Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Plant Room 8 AHU	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>4
Drawing Ref:	13 of 18		
Asbestos ?	Yes		
Date:	14 June 2018		
Next Inspection:	12 June 2019		

Material Risk Score:	7
Material Risk Band:	Medium Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to Pipework x >4

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9941	Survey Type:	MS
Location Ref:	019/2	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	1st Floor Core B Front Wing	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	13 of 18		
Asbestos ?	Yes		
Date:	14 June 2018		
Next Inspection:	14 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9942	Survey Type:	MS
Location Ref:	014/2	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	Ground Floor Core B Front wing	Asbestos Type:	Chrysotile
Room:	Delegates Lift Lobby Riser 2	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	2No
Drawing Ref:	15 of 18		
Asbestos ?	Yes		
Date:	14 June 2018		
Next Inspection:	14 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gaskets to High Level Pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

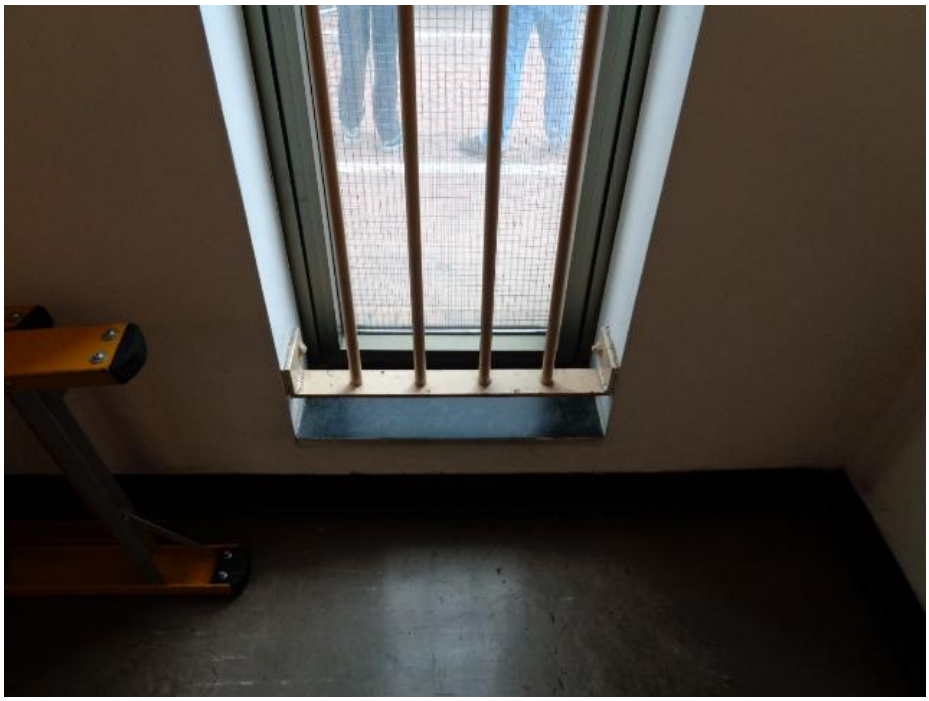
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9943	Survey Type:	MS
Location Ref:	019/3	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	Ground Floor Core E	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	15 of 18		
Asbestos ?	Yes		
Date:	14 June 2018		
Next Inspection:	14 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

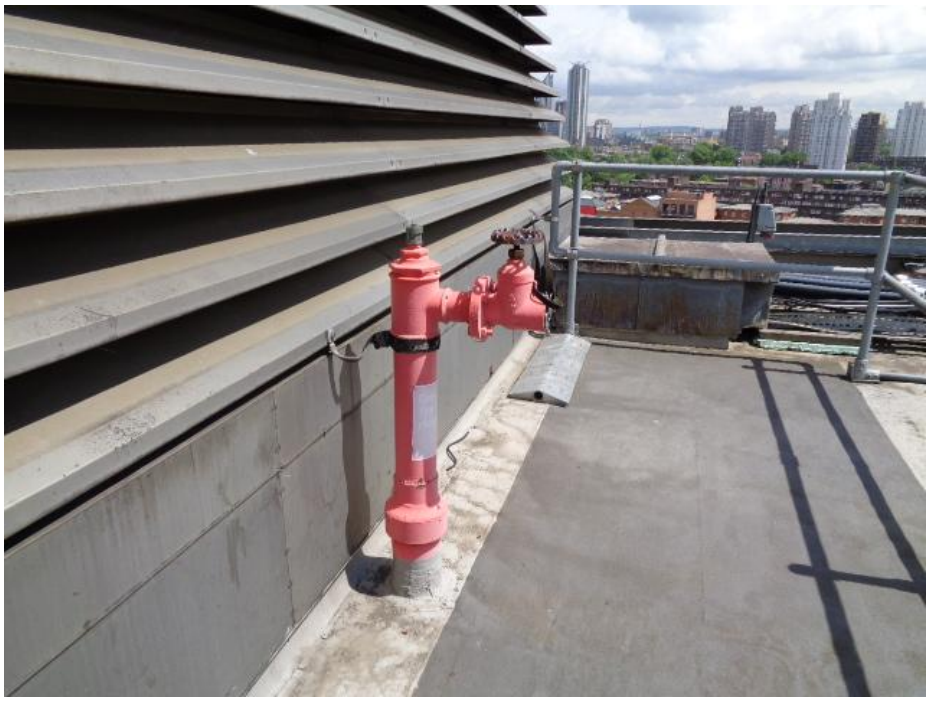
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9944	Survey Type:	MS
Location Ref:	025	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	9th Floor Roof	Asbestos Type:	Chrysotile
Room:	Plant Room Open Area	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	1No
Drawing Ref:	1 of 18		
Asbestos ?	Yes		
Date:	14 June 2018		
Next Inspection:	14 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Asbestos Gaskets to Dry Riser Hydrant

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9945	Survey Type:	MS
Location Ref:	026	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	7th Floor Core A	Asbestos Type:	Chrysotile
Room:	Plant Room 16	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>5
Drawing Ref:	3 of 18		
Asbestos ?	Yes		
Date:	14 June 2018		
Next Inspection:	14 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to Pipework >5

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9946	Survey Type:	MS
Location Ref:	027	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	7th Floor Core A	Asbestos Type:	Chrysotile
Room:	Plant Room 16	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>5
Drawing Ref:	3 of 18		
Asbestos ?	Yes		
Date:	14 June 2018		
Next Inspection:	14 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to Pipework x >5

Printed: 26/07/2018 By: Fleet Insulation Company Ltd. Using Multibase Software.

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

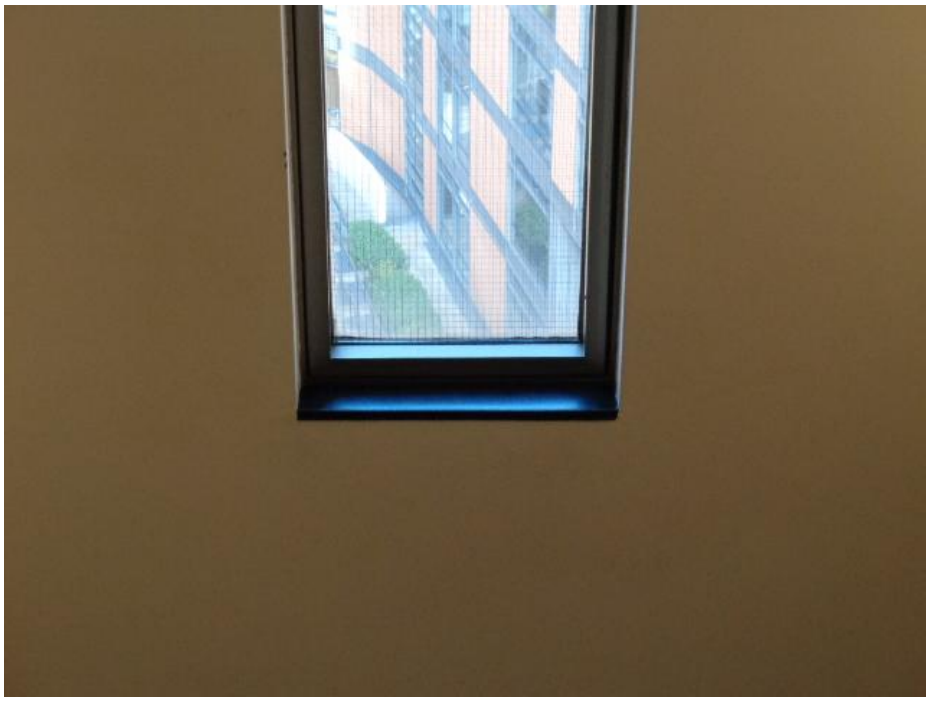
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9947	Survey Type:	MS
Location Ref:	019/4	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	6th Floor Core A	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	4 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9948	Survey Type:	MS
Location Ref:	028	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	6th Floor Core A	Asbestos Type:	Chrysotile
Room:	Office 1 Riser	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	4 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to pipe x 4

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9949	Survey Type:	MS
Location Ref:	028/1	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	6th Floor Core A	Asbestos Type:	Chrysotile
Room:	Office 5 Riser	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	4 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gasketsto pipe x 7

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9950	Survey Type:	MS
Location Ref:	028/2	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	6th Floor Core A	Asbestos Type:	Chrysotile
Room:	Lift Lobby Riser	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	2No
Drawing Ref:	4 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gaskets to pipe x 2

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9951	Survey Type:	MS
Location Ref:	028/3	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	5th Floor Core A	Asbestos Type:	Chrysotile
Room:	R0551 Meeting Room Riser	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	6 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gaskets to Pipework x 4

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9952	Survey Type:	MS
Location Ref:	028/4	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	5th Floor Core A	Asbestos Type:	Chrysotile
Room:	R0550 Office Riser	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	6 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gasket to Pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

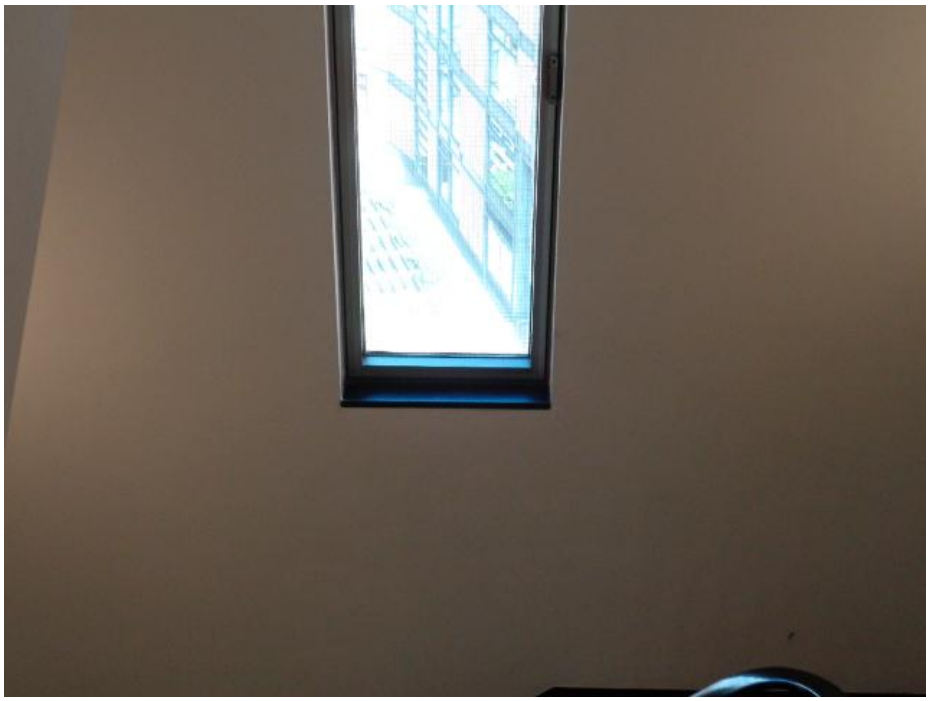
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9953	Survey Type:	MS
Location Ref:	019/5	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	5th Floor Core A	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	6 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	4
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed asbestos cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

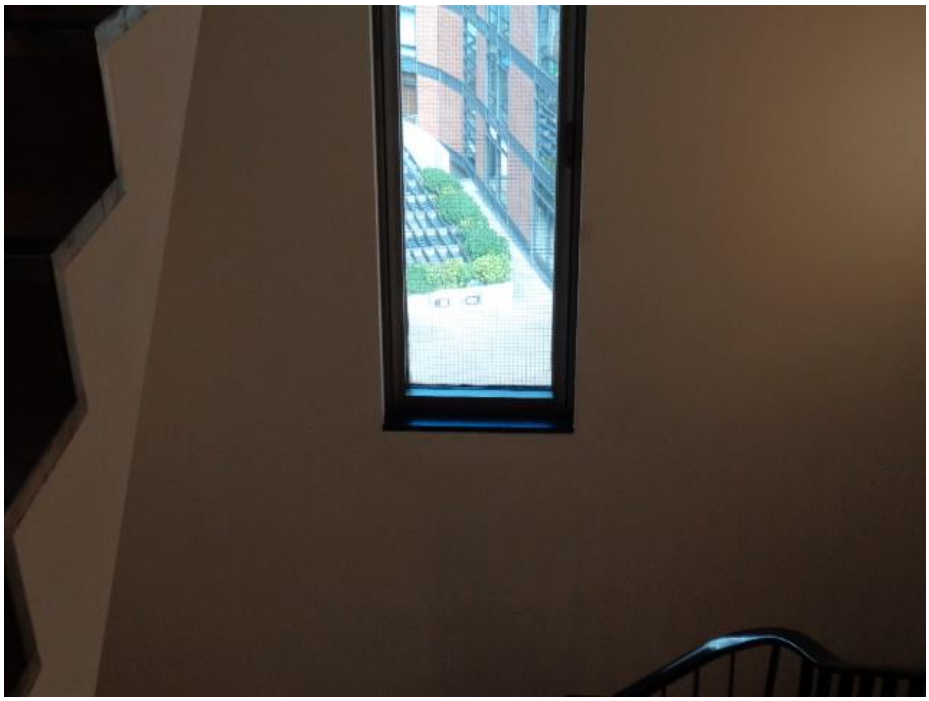
Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9954	Survey Type:	MS
Location Ref:	019/6	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Low damage
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	4th Floor Core A	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	8 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	4
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9955	Survey Type:	MS
Location Ref:	028/5	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	4th Floor Core A	Asbestos Type:	Chrysotile
Room:	Lift Lobby Riser	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	10No
Drawing Ref:	8 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gaskets to Pipework x 10

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9956	Survey Type:	MS
Location Ref:	028/6	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	4th Floor Core A	Asbestos Type:	Chrysotile
Room:	Office 8 Riser	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	2No
Drawing Ref:	8 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gaskets to Pipework

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

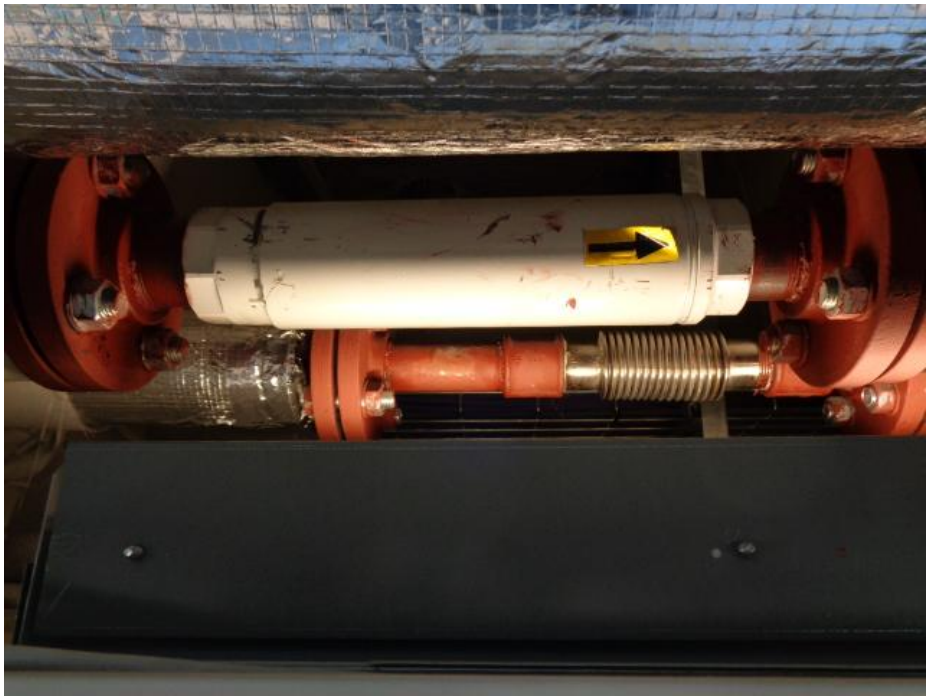
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9957	Survey Type:	MS
Location Ref:	029	Product Type:	NADIS
Product:	Gasket	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	3rd Floor Core B Rear Wing	Asbestos Type:	NADIS
Room:	Open Plan Office	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	10 of 18		
Asbestos ?	No		
Date:	15 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required



Material Comments: N.A.D.I.S - Gasket to Pipework in ceiling void

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

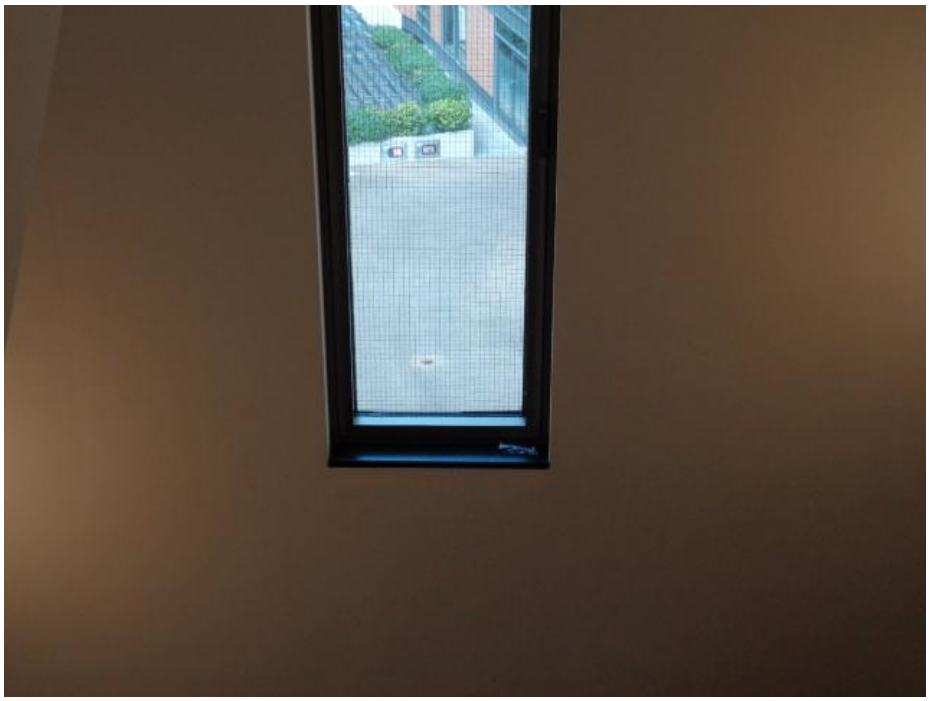
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9958	Survey Type:	MS
Location Ref:	019/7	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	3rd Floor Core A	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	10 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

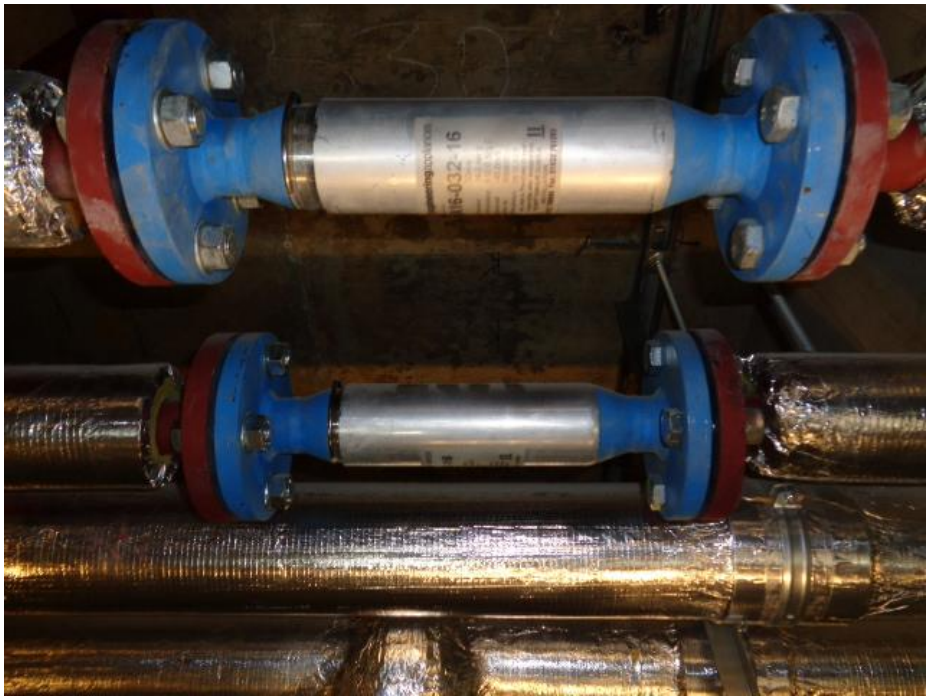
Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9959	Survey Type:	MS
Location Ref:	030	Product Type:	NADIS
Product:	Gasket	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	2nd Floor Core B Rear Wing	Asbestos Type:	NADIS
Room:	Open Plan Office	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	12 of 18		
Asbestos ?	No		
Date:	15 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required



Material Comments: N.A.D.I.S - Gasket to pipework in ceiling void

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

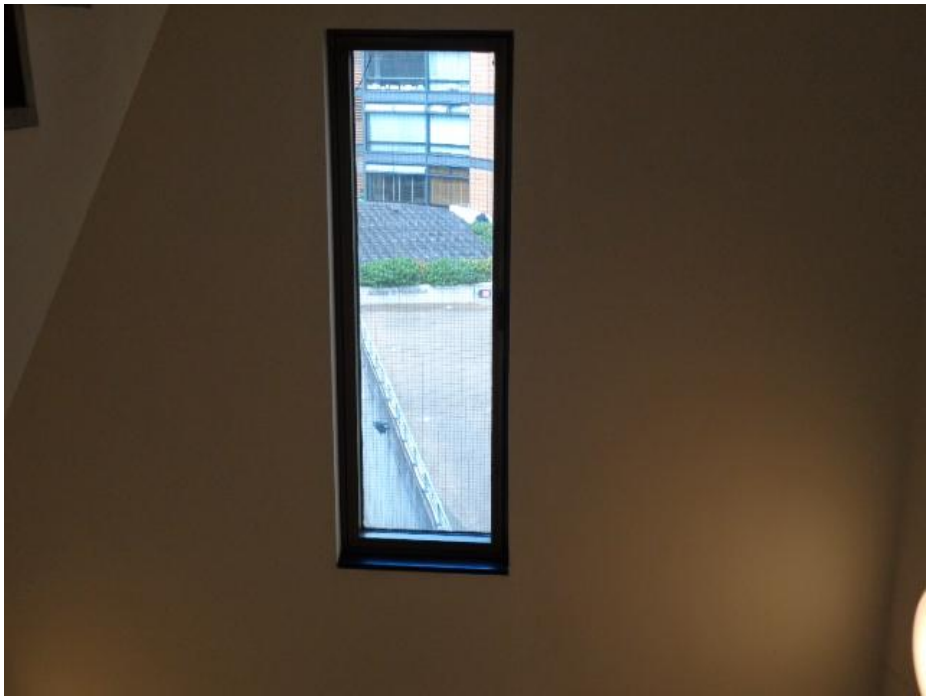
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9960	Survey Type:	MS
Location Ref:	019/8	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	2nd Floor Core A	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	12 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

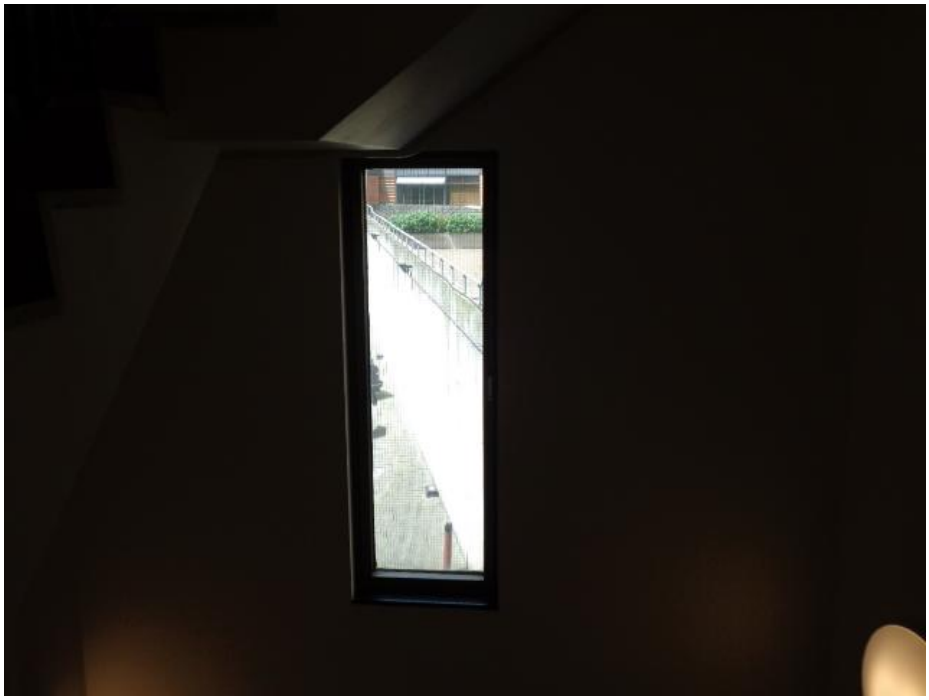
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9961	Survey Type:	MS
Location Ref:	019/9	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	1st Floor Core A	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	14 of 18		
Asbestos ?	Yes		
Date:	15 June 2018		
Next Inspection:	15 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

Location ID:	9962	Survey Type:	MS
Location Ref:	019/10	Product Type:	Asbestos cement
Product:	Window Sill	Damage:	Good condition
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	Ground Floor Core A	Asbestos Type:	Chrysotile
Room:	Staircase	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1Lm
Drawing Ref:	16 of 18		
Asbestos ?	Yes		
Date:	19 June 2018		
Next Inspection:	19 June 2019		

Material Risk Score:	3
Material Risk Band:	Very Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Cement Window Sill

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9963	Survey Type:	MS
Location Ref:	028/7	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	Basement Core B Rear Wing	Asbestos Type:	Chrysotile
Room:	Store Room 02	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	18 of 18		
Asbestos ?	Yes		
Date:	19 June 2018		
Next Inspection:	19 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gaskets - Flow and Return Pipes - High Level above 3m

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9964	Survey Type:	MS
Location Ref:	028/8	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	Basement Core B Rear Wing	Asbestos Type:	Chrysotile
Room:	Cupboard 01	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	1No
Drawing Ref:	18 of 18		
Asbestos ?	Yes		
Date:	19 June 2018		
Next Inspection:	19 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Strongly Presumed Asbestos Gaskets to high level pipework - Above 3m

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

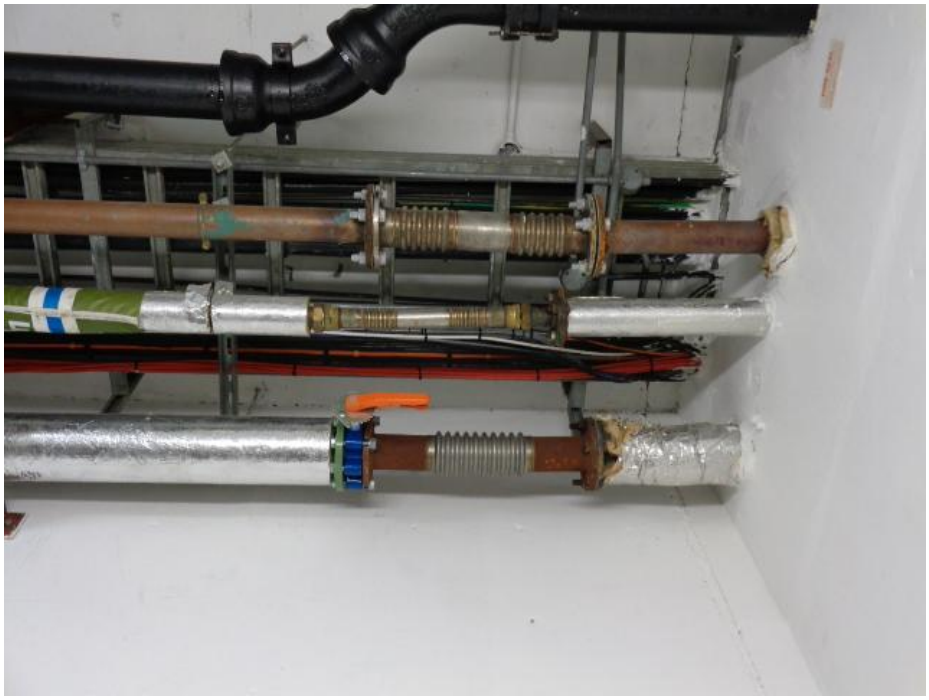
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9965	Survey Type:	MS
Location Ref:	028/9	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	Basement Core A	Asbestos Type:	Chrysotile
Room:	Tank Room 1 Corridor	Identification:	Strongly Presumed as previous sample
Surveyor Name:	Rob Hughes	Quantity:	4No
Drawing Ref:	18 of 18		
Asbestos ?	Yes		
Date:	19 June 2018		
Next Inspection:	19 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect



Material Comments: Strongly Presumed Asbestos Gaskets to pipework - High Level above 3 m x 4

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address:	IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR
Client Name:	Engie Ltd
Project Number:	0609

Location ID:	9966	Survey Type:	MS
Location Ref:	031	Product Type:	Gaskets
Product:	Gasket	Damage:	Good condition
Area:	Main Building	Treatment:	Unsealed paper
Floor:	Basement Core A	Asbestos Type:	Chrysotile
Room:	Plant Room 3 AHU 20	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	>2
Drawing Ref:	18 of 18		
Asbestos ?	Yes		
Date:	19 June 2018		
Next Inspection:	19 June 2019		

Material Risk Score:	5
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Manage & Inspect

Material Comments: Asbestos Gaskets to Pipework x >2

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

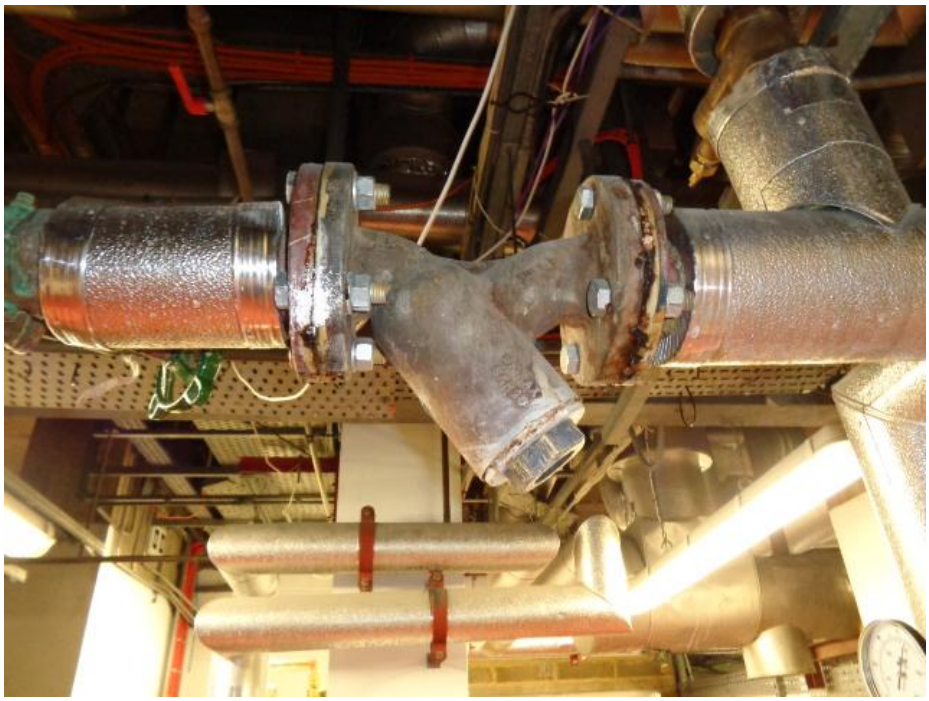
Client Name: Engie Ltd

Project Number: 0609

Location ID:	9967	Survey Type:	MS
Location Ref:	032	Product Type:	NADIS
Product:	Gasket	Damage:	NADIS
Area:	Main Building	Treatment:	NADIS
Floor:	Basement	Asbestos Type:	NADIS
Room:	Plant Room 5	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	
Drawing Ref:	17 of 18		
Asbestos ?	No		
Date:	19 June 2018		
Next Inspection:	Not Applicable		

Material Risk Score:	0
Material Risk Band:	NADIS
Priority Risk Score:	N/A

Action: No Action Required



Material Comments: N.A.D.I.S - Gaskets to pipework x >2

Fleet Insulation Company Ltd

Material Assessment (Photo)

Sorted by: Location ID

Site Address: IMO - Management, Main Building, 4 Albert Embankment, lambeth, London, SE1 7SR

Client Name: Engie Ltd

Project Number: 0609

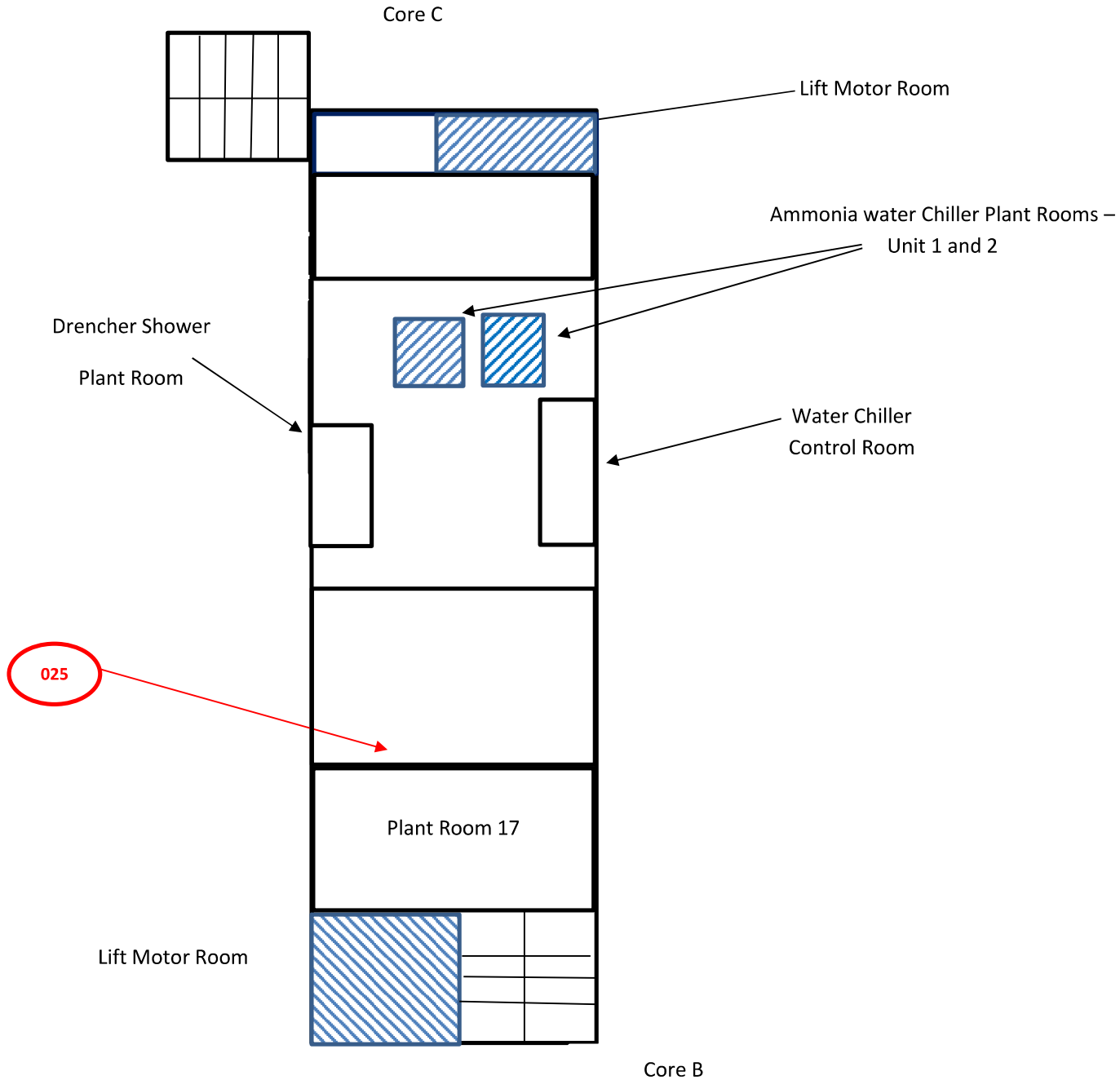
Location ID:	9968	Survey Type:	MS
Location Ref:	033	Product Type:	Asbestos cement
Product:	Cement sheeting	Damage:	High damage
Area:	Main Building	Treatment:	Asbestos cement sheets etc
Floor:	4th Floor Core B Rear Wing	Asbestos Type:	Chrysotile
Room:	Electrical Riser	Identification:	Identified
Surveyor Name:	Rob Hughes	Quantity:	<1m2
Drawing Ref:	7 of 18		
Asbestos ?	Yes		
Date:	19 June 2018		
Next Inspection:	19 December 2018		

Material Risk Score:	6
Material Risk Band:	Low Risk
Priority Risk Score:	N/A

Action: Remove

Material Comments: Discarded Asbestos Cement sheets behind vertical cable run

Printed: 26/07/2018 By: Fleet Insulation Company Ltd. Using Multibase Software.



Client: Engie Limited

Project No: 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 1 of 18

Building: Main Building

Floor: 9th Floor

Date: 11th to 19th June 2018

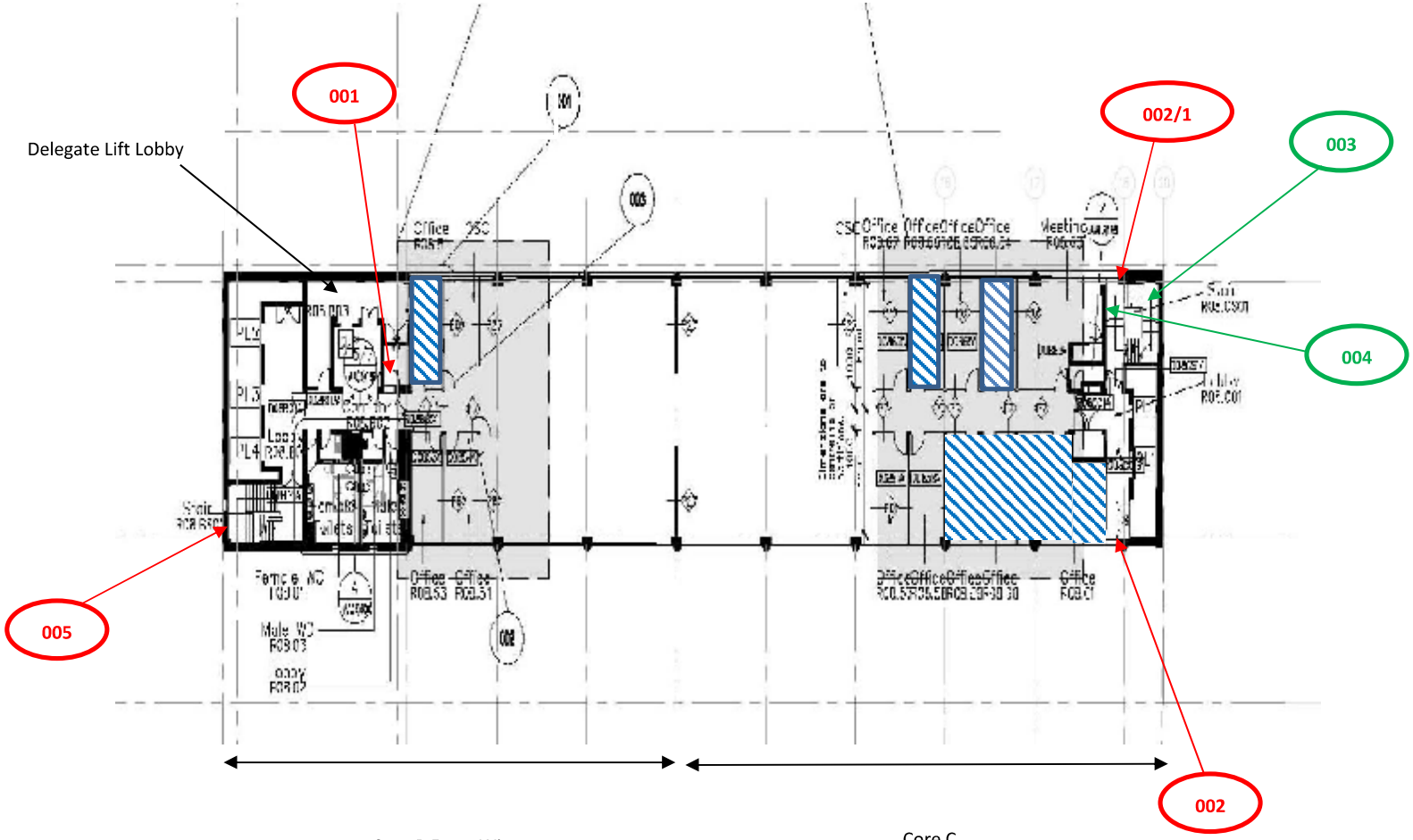
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: Engie Limited

Project No 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 2 of 18

Building: Main Building

Floor: 8th Floor

Date: 11th to 19th June 18

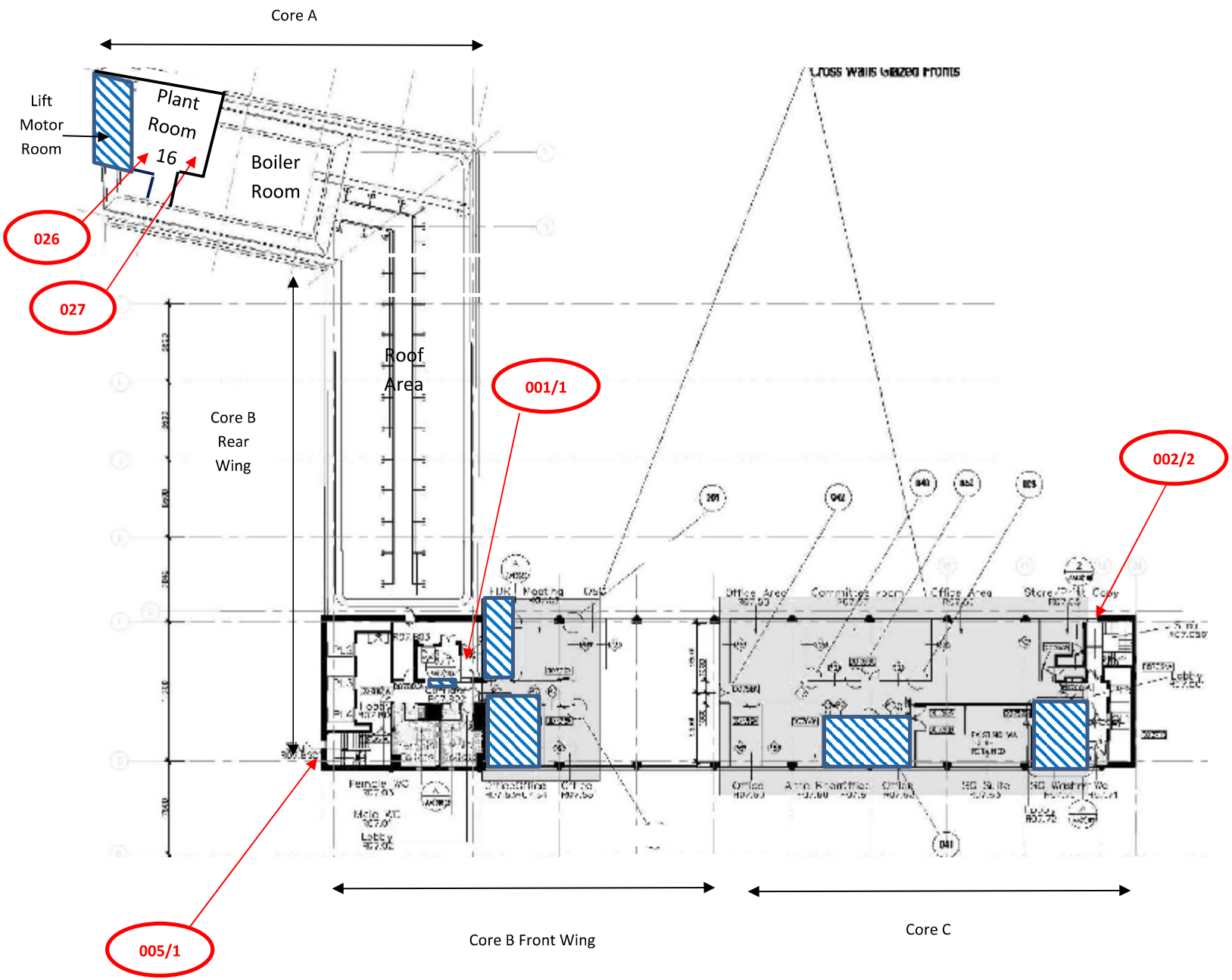
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: - Engie Limited

Project No: - 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: - Management Survey

Drawing:- 3 of 18

Building: - Main Building

Floor: 7th Floor

Date: - 11th to 19th June 2018

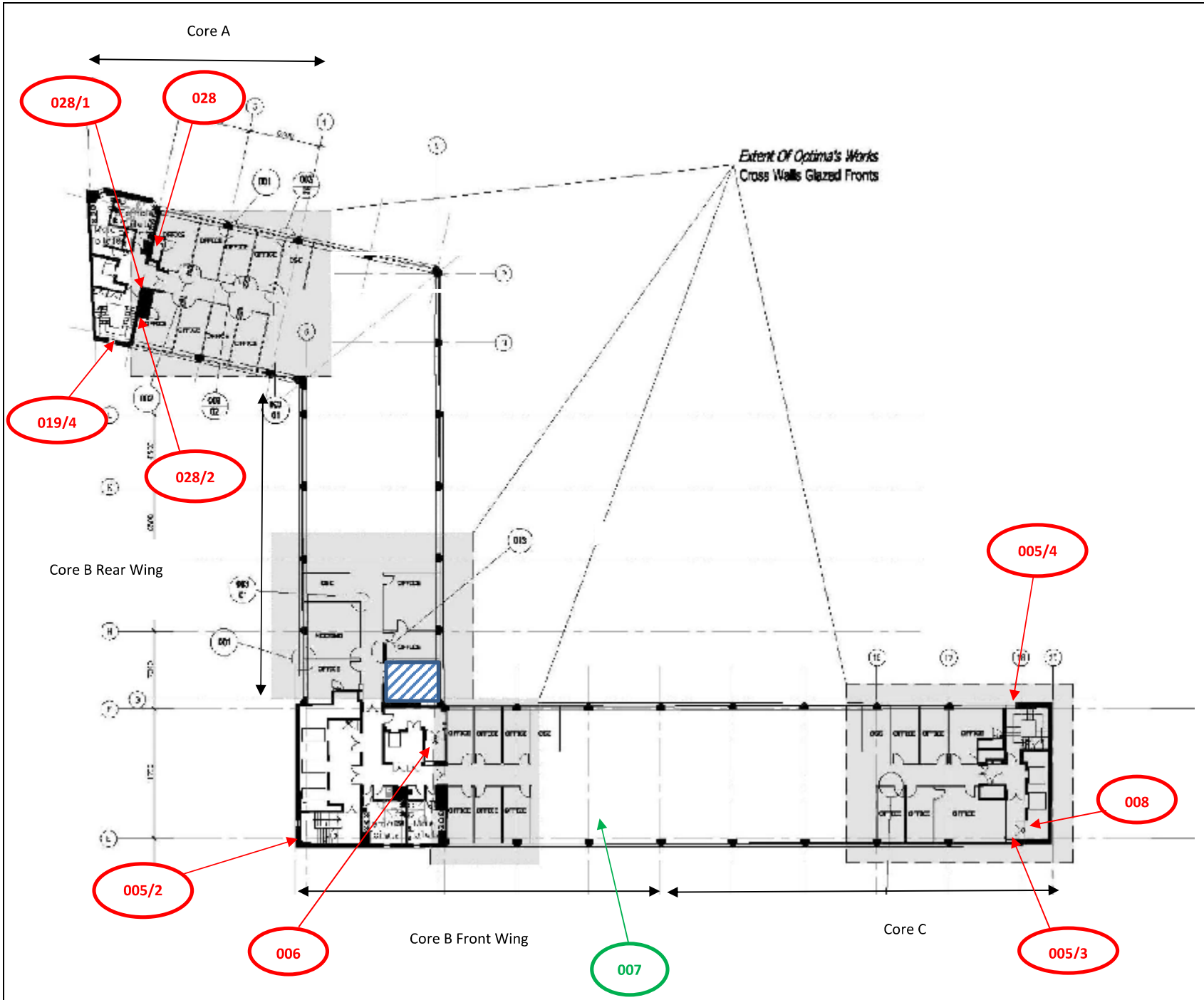
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: - Engie Limited

Project No: - 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: - Management Survey

Drawing: - 4 of 18

Building: - Main Building

Floor: 6th Floor

Date: - 11th to 19th June 2018

= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237

Client: Engie Limited

Project No: 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 5 of 18

Building: Main Building

Floor: 5th Floor Front

Date: 11th to 19th June 2018

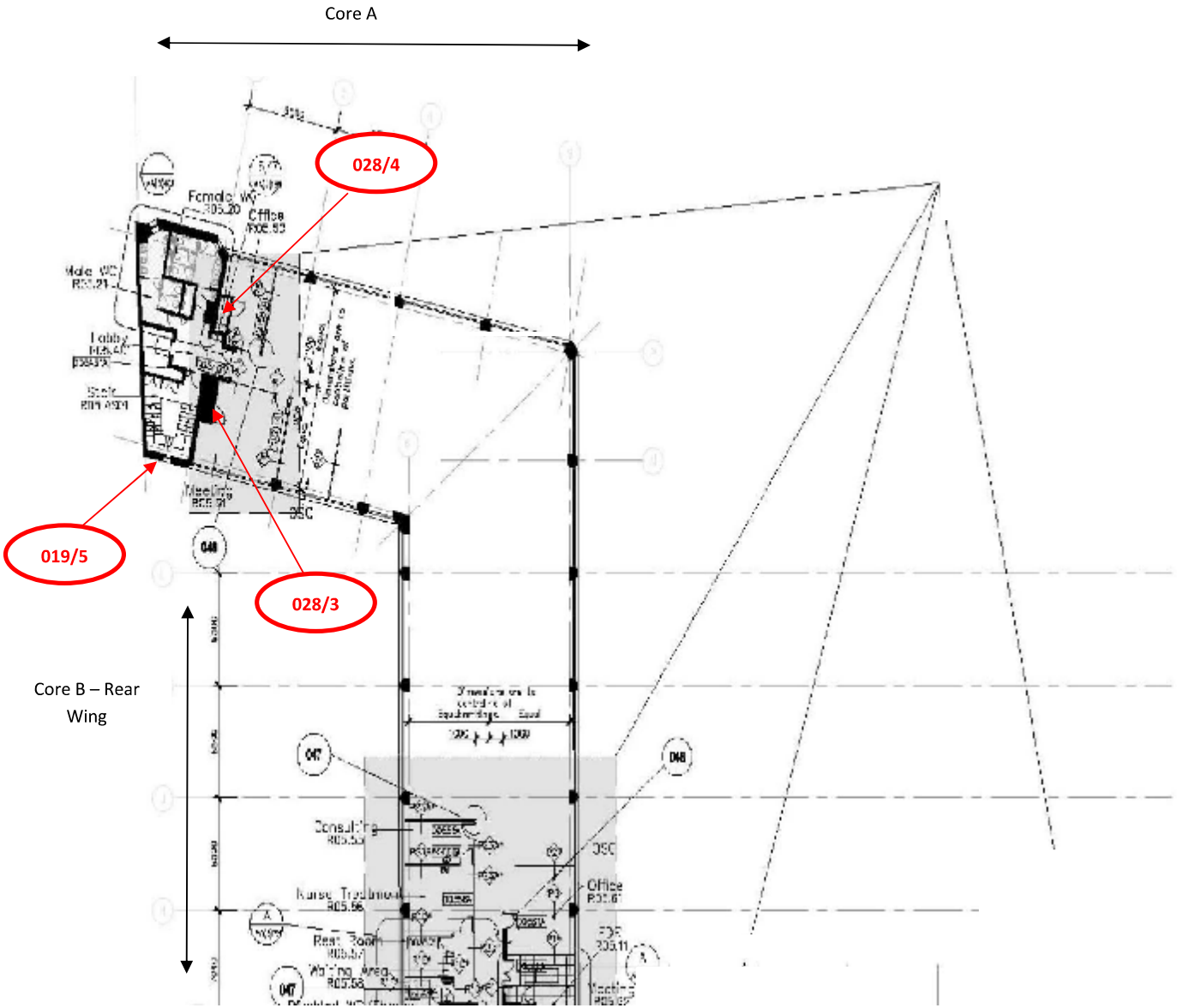
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: - Engie Limited

Project No: - 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: - Management Survey

Drawing:- 6 of 18

Building: - Main Building

Floor: 5th Floor Rear

Date: - 11th to 19th June 2018

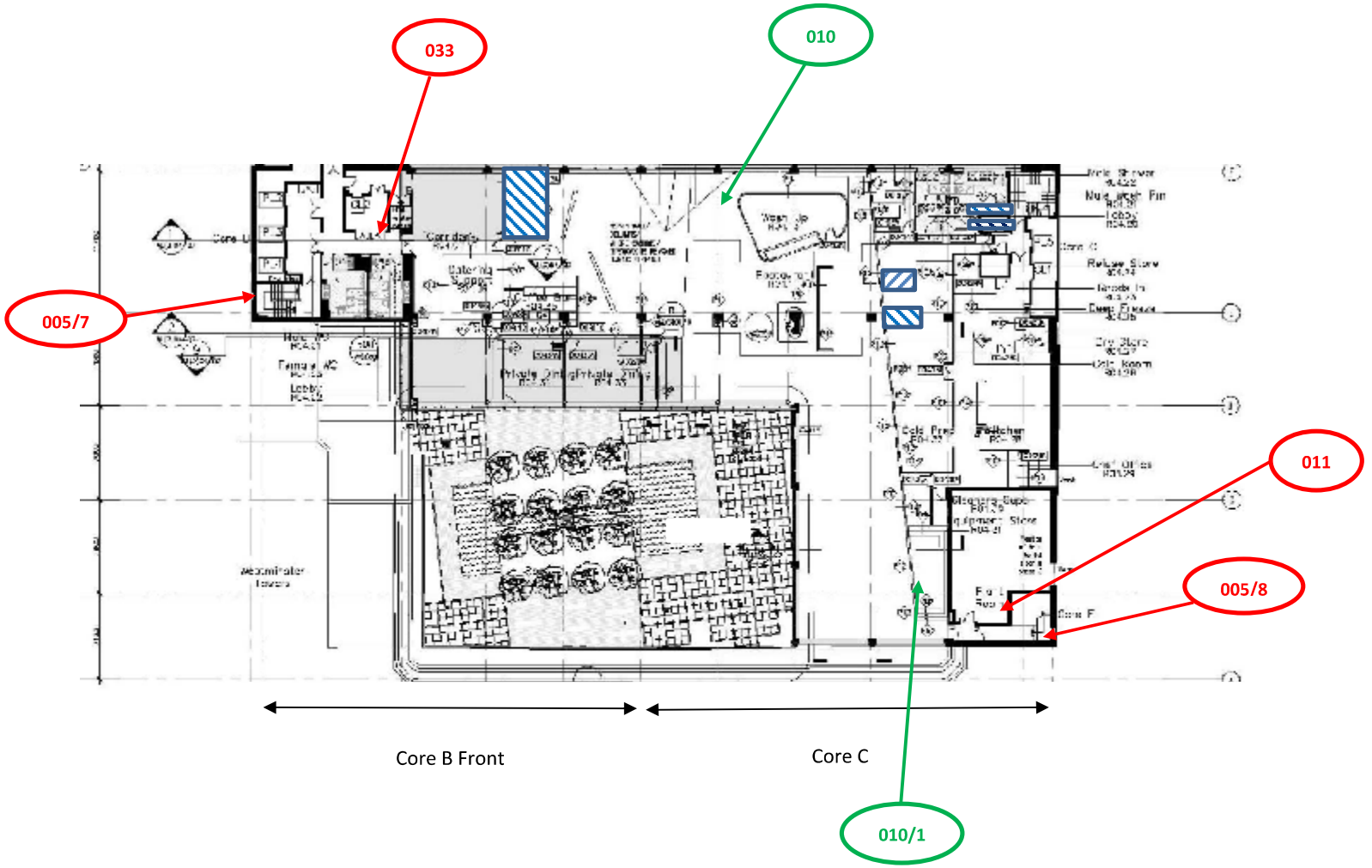
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: - Engie Limited

Project No: - 0609

Site: IMO. 4 Albert Embankment, London, SE1 7SR

Title: - Management Survey

Drawing:- 7 of 18

Building: - Main Building

Floor: 4th Floor Front

Date: - 11th to 19th June 2018

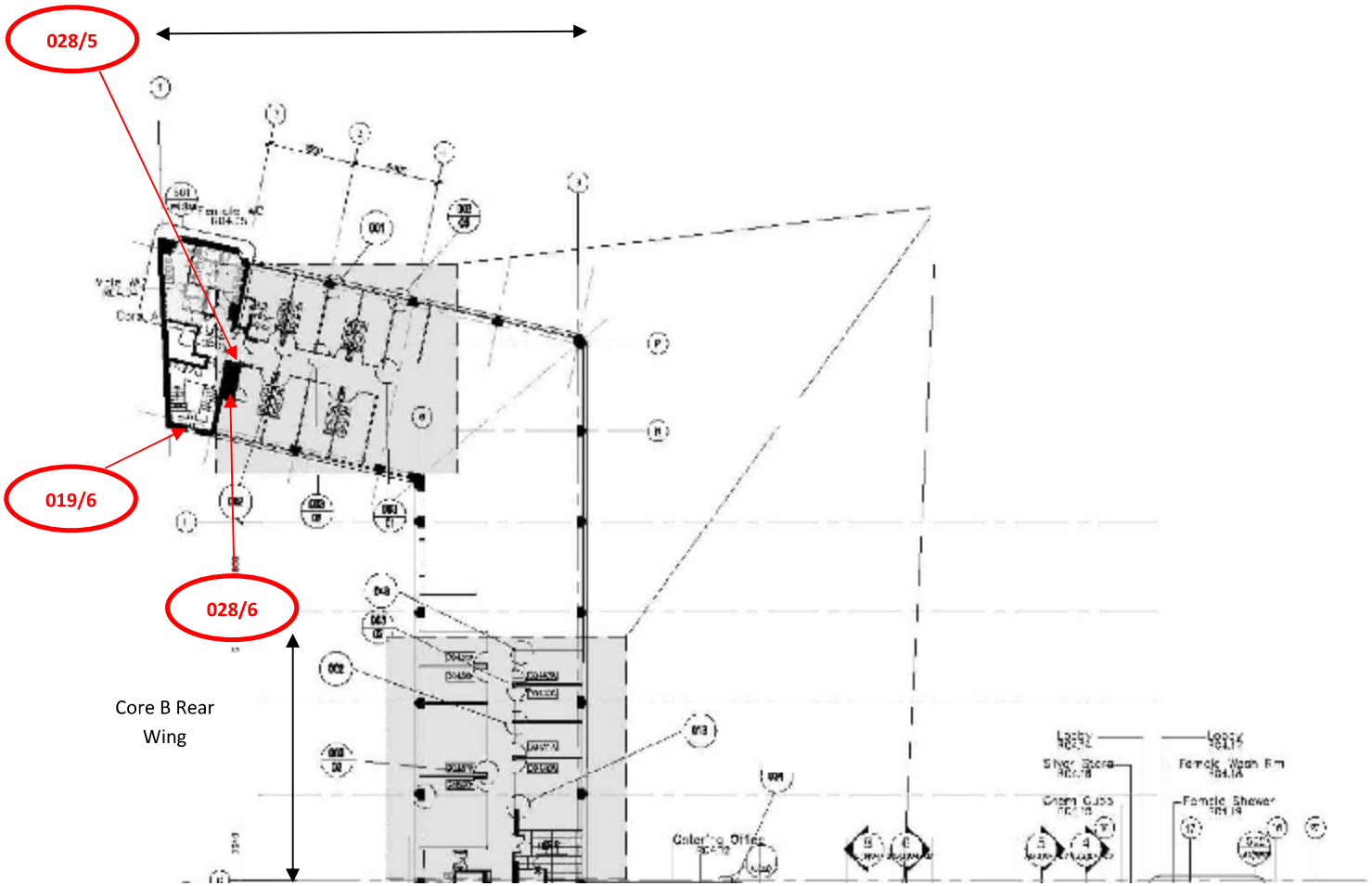
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: - Engie Limited

Project No: - 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: - Management Survey

Drawing:- 8 of 18

Building: - Main Building

Floor:4th Floor Rear

Date: - 11th to 19th June 2018

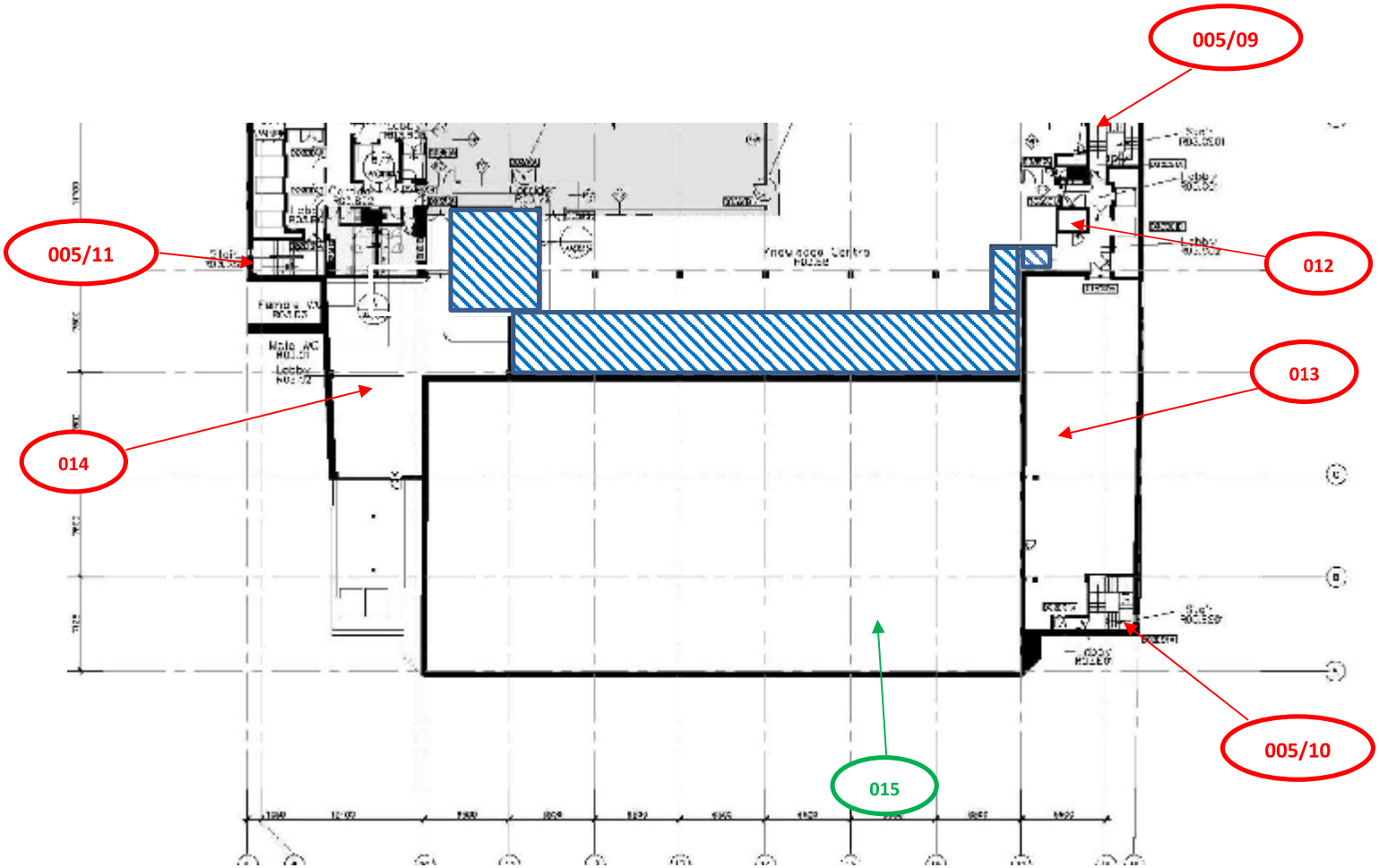
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: - Engie Limited

Project No: - 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: - Management Survey

Drawing:- 9 of 18

Building: - Main Building

Floor: Third Floor Front

Date: - 11th to 19th June 2018

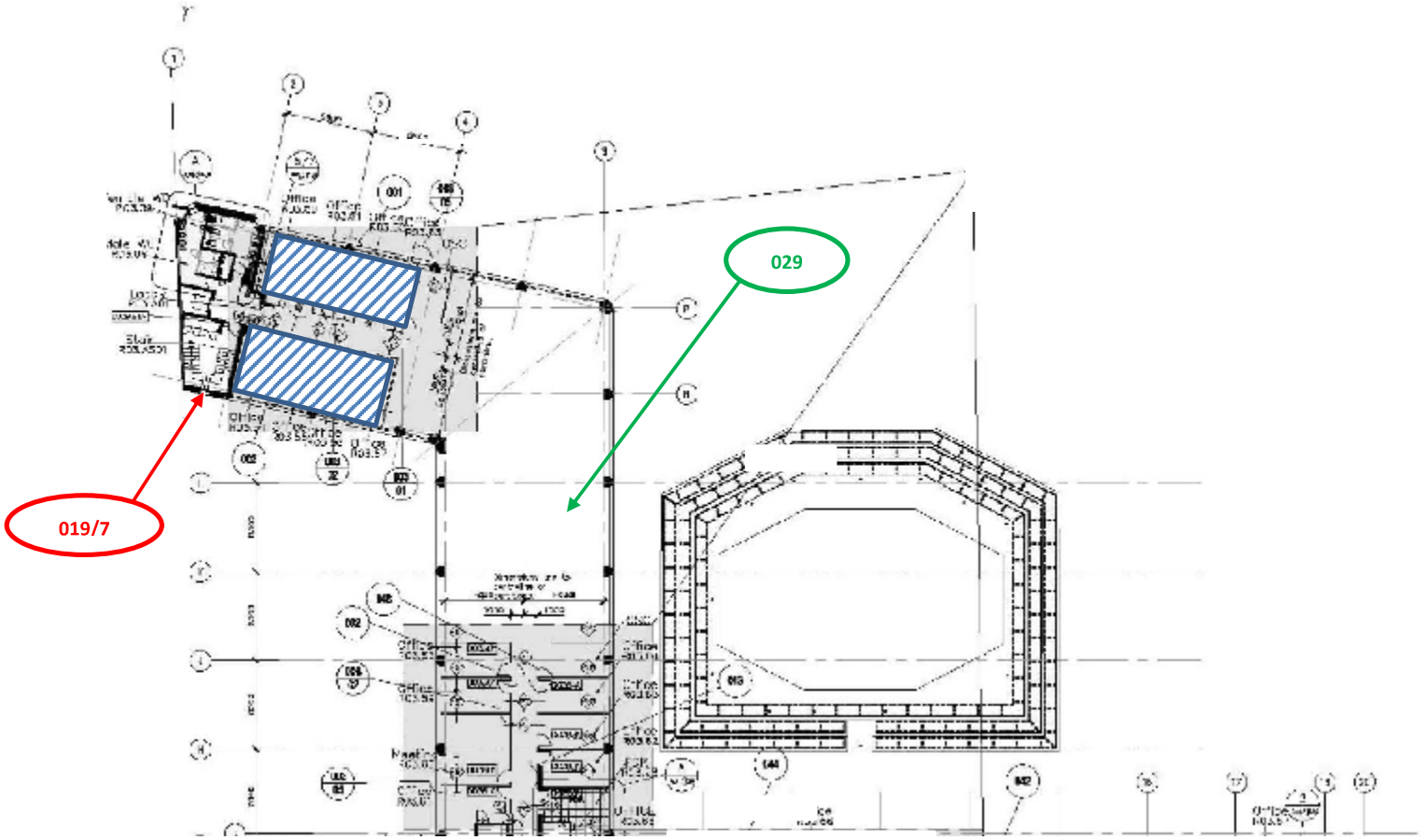
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Core B Front

Core C

Client: Engie Limited

Project No: 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 10 of 18

Building: Main Building

Floor: 3rd Floor Rear

Date: 11th to 19th June 2018

= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

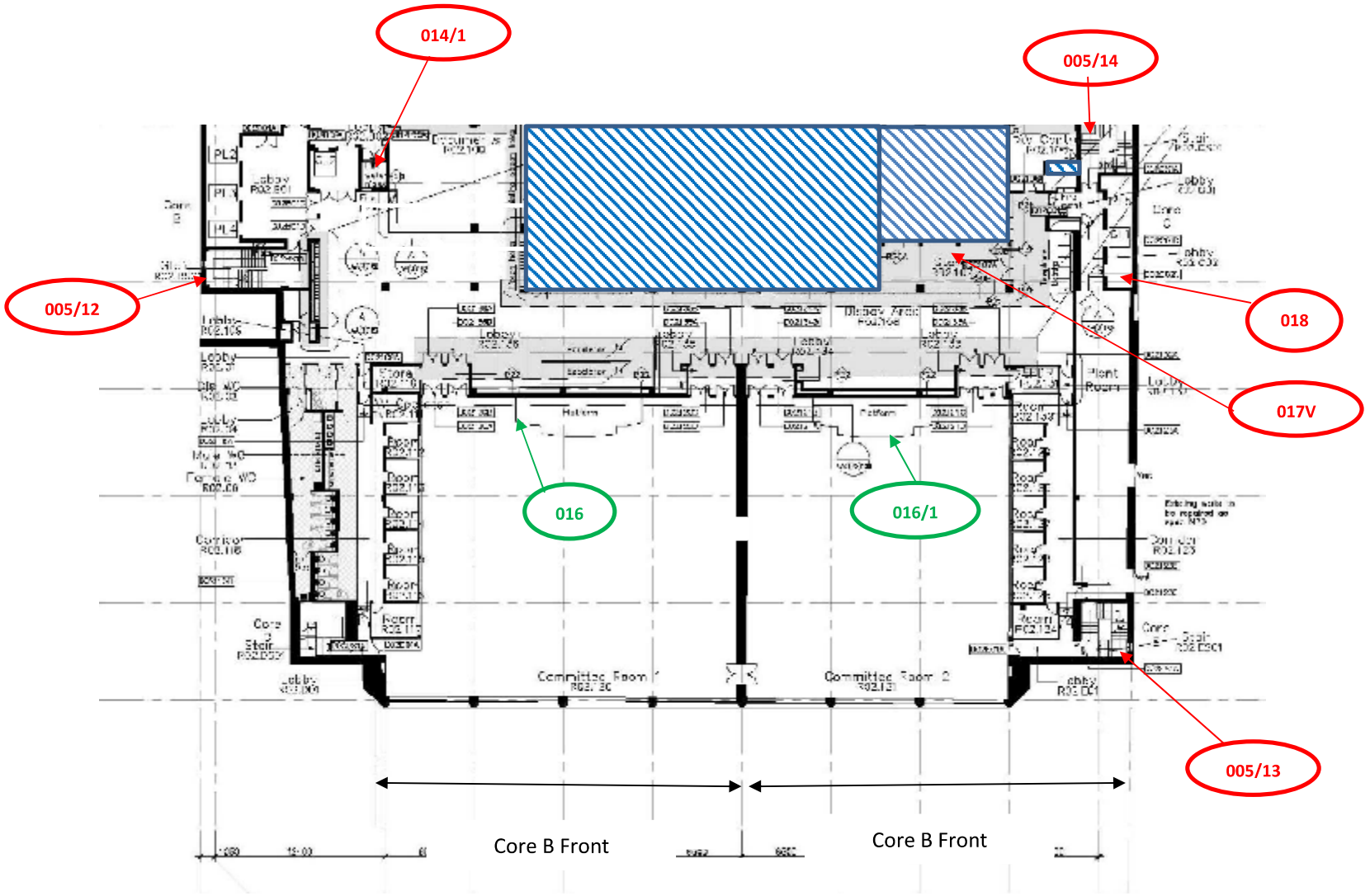
= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd

Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: Engie Limited

Project No:0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 11 of 18

Building: Main Building

Floor:2nd Floor Front

Date: 11th to 19th June 2018

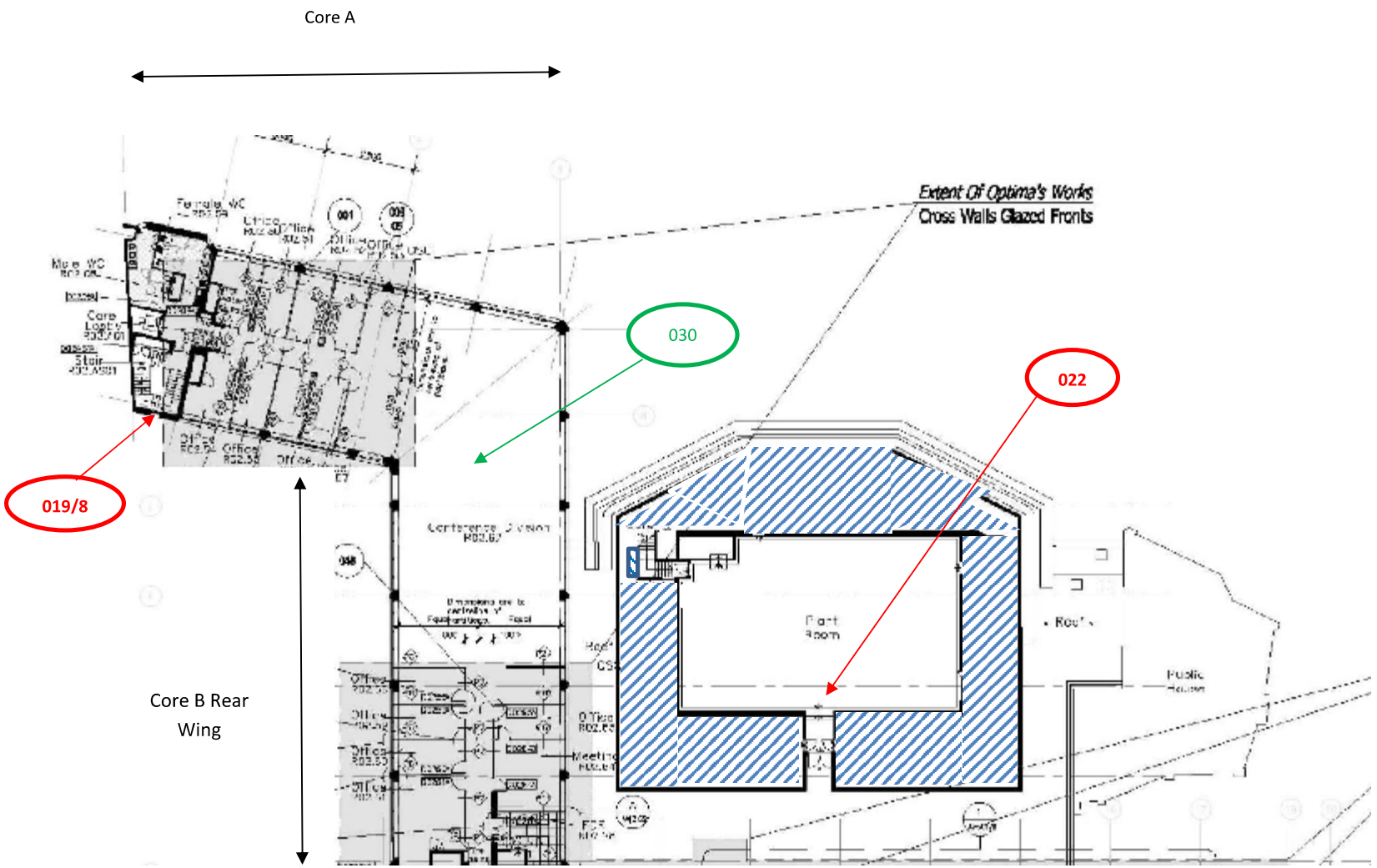
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: - Engie Limited

Project No: - 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: - Management Survey

Drawing:- 12 of 18

Building: - Main Building

Floor: 2nd Floor Rear

Date: - 11th to 19th June 2018

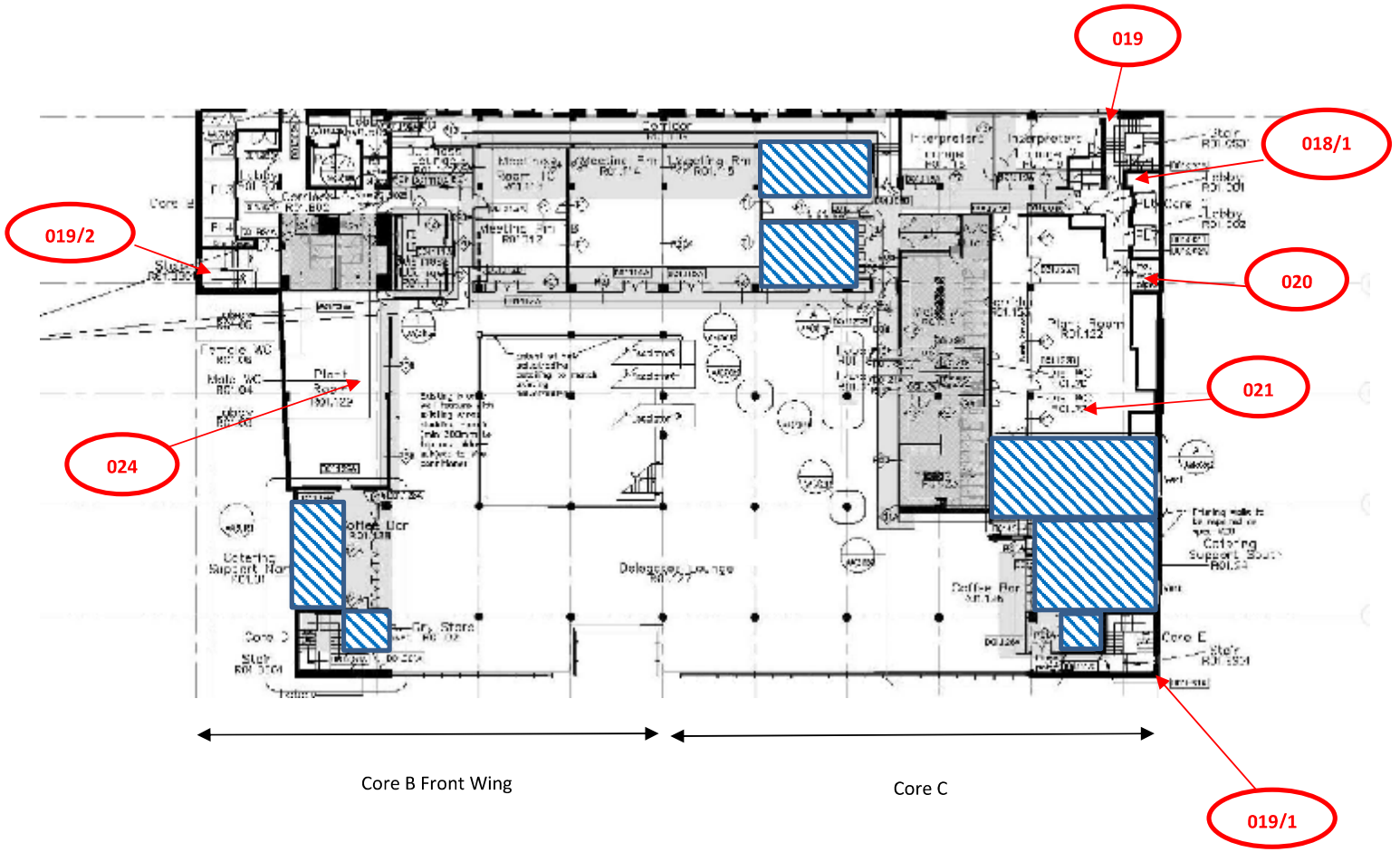
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: Engie Limited

Project No: 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 13 of 18

Building: Main Building

Floor: First Floor Front

Date: 11th to 19th June 2018

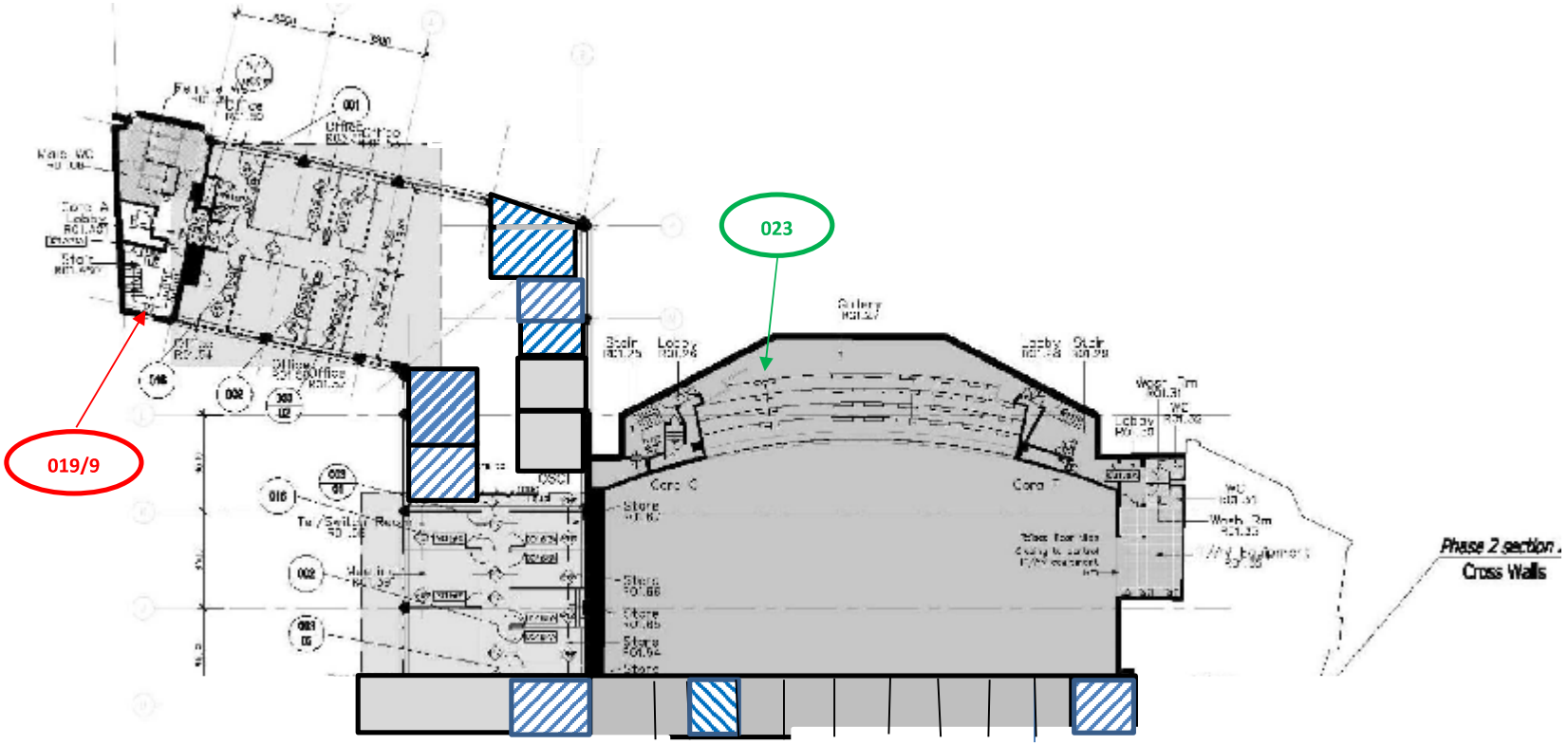
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: Engie Limited

Project No: 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 14 of 18

Building: Main Building

Floor: 1st Floor Rear

Date: 11th to 19th June 2018

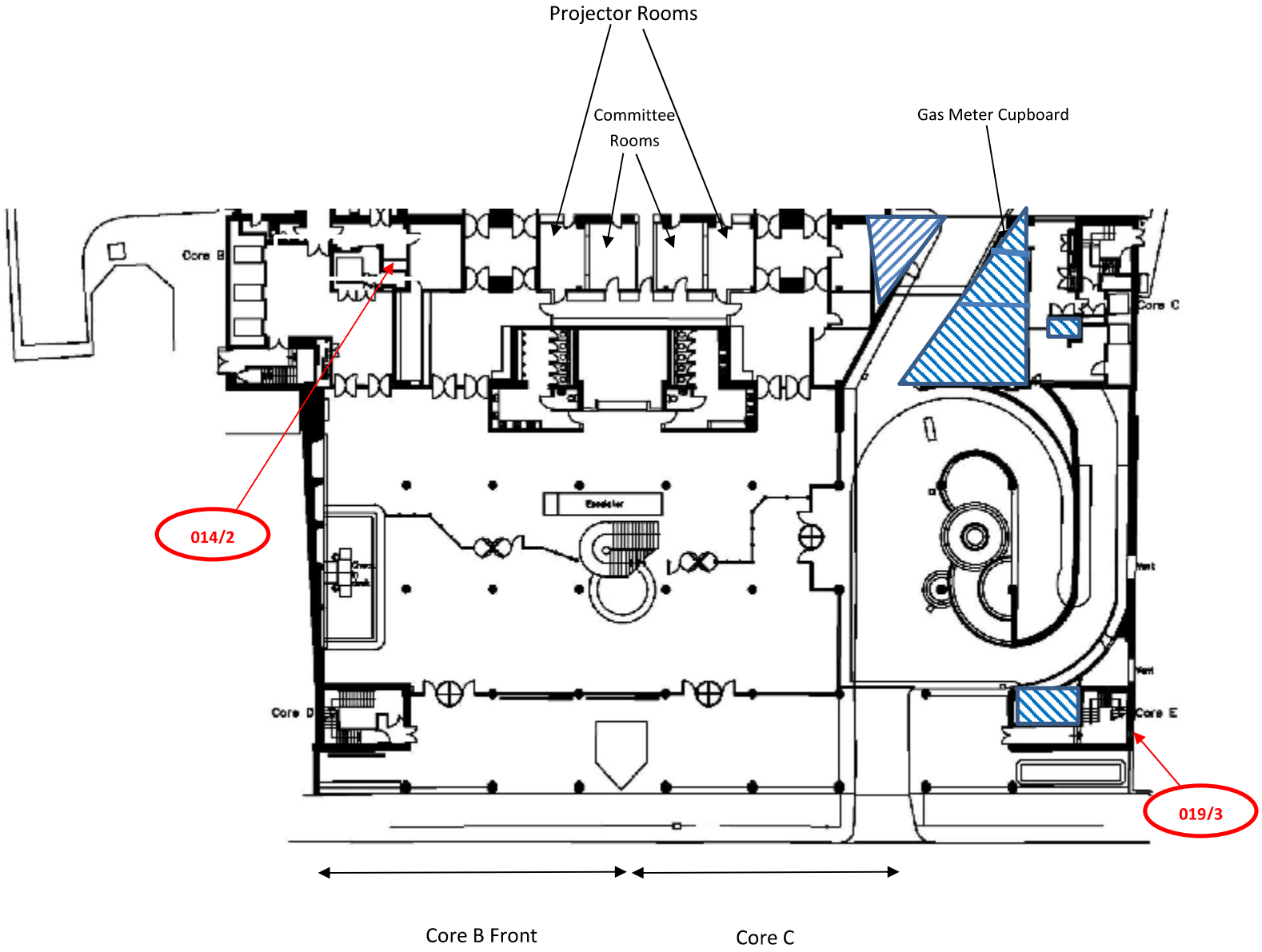
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: Engie Limited

Project No: 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 15 of 18

Building: Main Building

Floor: Ground Floor Front

Date: 11th to 19th June 2018

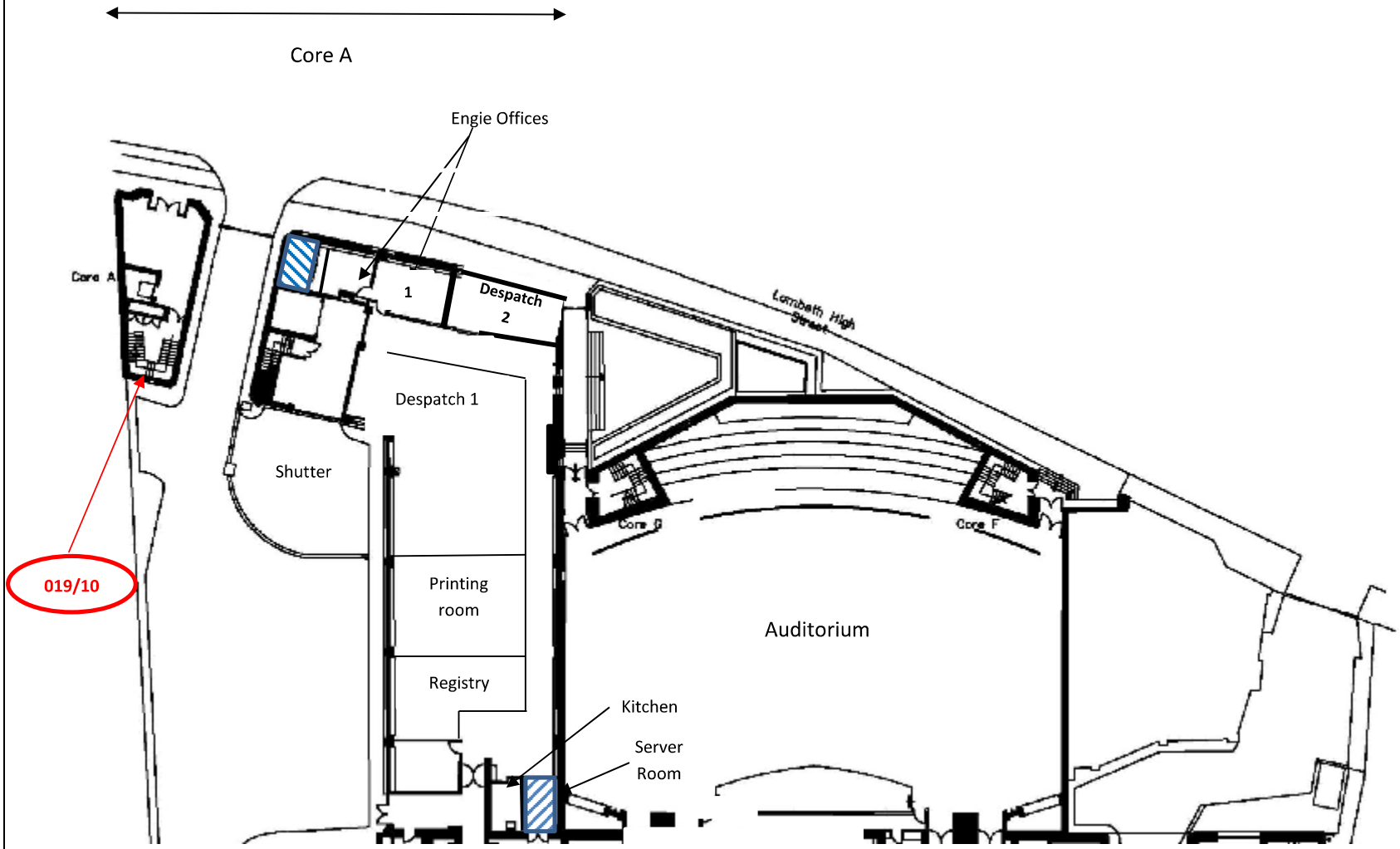
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: Engie Limited

Project No: 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 16 of 18

Building: Main Building

Floor: Ground Floor Rear

Date: 11th to 19th June 18

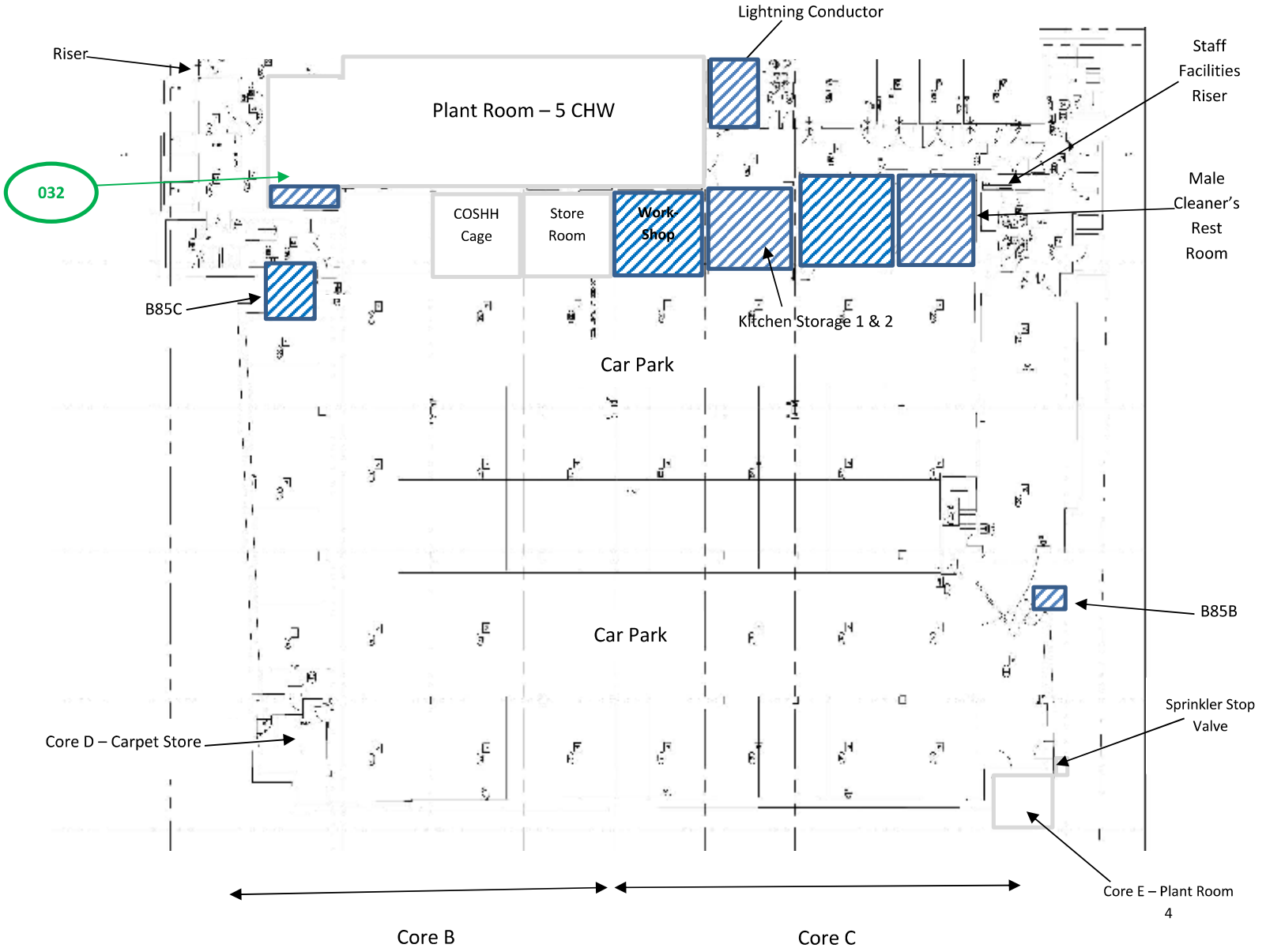
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: Engie Limited

Project No: 0609

Site: IMO, 4 Albert Embankment, Lambeth, SE1 7SR

Title: Management Survey

Drawing: Basement Front

Building: 17 of 18

Floor: Basement Front

Date: 11th to 19th June 18

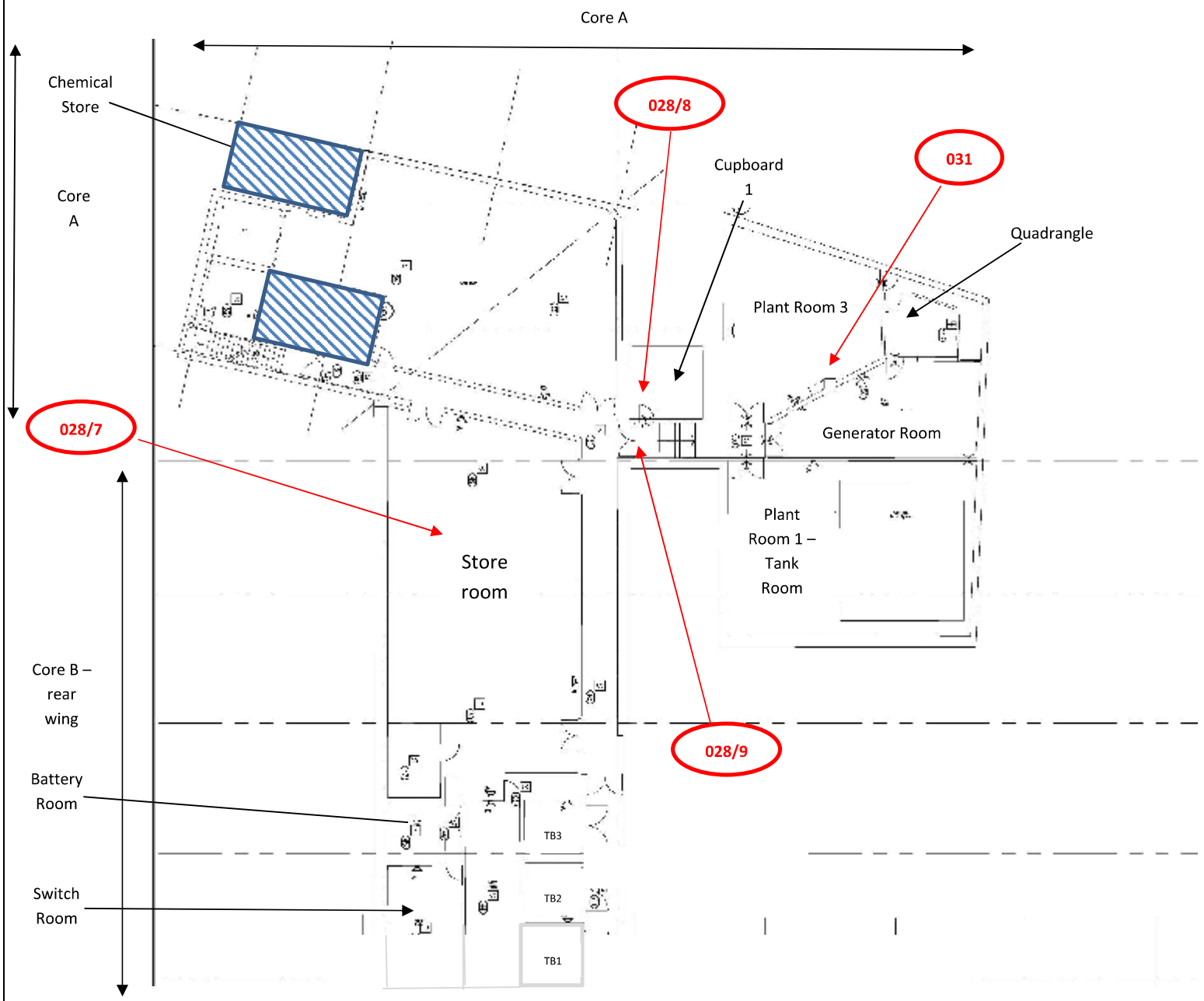
= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237



Client: Engie Limited

Project No: 0609

Site: IMO, 4 Albert Embankment, London, SE1 7SR

Title: Management Survey

Drawing: 18 of 18

Building: Main Building

Floor: Basement Rear

Date: 11th to 19th June 2018

= DENOTES AREA OF LIMITED/NO ACCESS OR AREA EXCLUDED FROM SURVEY BRIEF

= DENOTES EXTENT OF KNOWN OR PRESUMED ASBESTOS CONTAINING MATERIAL

001 = DENOTES SAMPLES PRESUMED OR TESTED POSITIVE FORASBESTOS CONTENT

001 = DENOTES SAMPLES PRESUMED OR TESTED NEGATIVE FOR ASBESTOS CONTENT

Fleet Insulation Company Ltd
Unit 20 Brook Industrial Estate
Rayleigh, Essex, SS6 7XL
Email: info@fleet-insulation.co.uk
Web: www.fleet-insulation.co.uk
Tel: 01268 773236
Fax: 01268 773237

UKAS TESTING
2707

SCOPES
Asbestos Analysis Services Ltd.

CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

STANDARD ☐
PREMIUM ☐
EMERGENCY ☐

Client:	ENGIE		
Address:	C/O FLEET INSULATION CO. LTD UNIT 20, BROOK ROAD INDUSTRIAL ESTATE RAYLEIGH ESSEX SS6 7XL	Analysis Report No.	SCO/18/14250
Attention:	KIERAN DONNELLAN	Report Date.	20/06/18
Site Address:	IMO 4 ALBERT EMBANKMENT LAMBETH LONDON SE1 7SR	Site Ref No.	0609
Date sample taken:	11-15/06/18 & 19/06/18	Page No:	1 Of 4
Date sample received:	20/06/18	No. of Samples:	32
Date of Analysis:	20/06/18	Obtained:	DELIVERED

Samples of material, referenced below, have been examined to determine the presence of asbestos fibres, using Scopes Asbestos Analysis "in house" method of transmitted/polarised light microscopy and centre stop dispersion staining, based on HSE's HSG248.
If samples have been DELIVERED the site address and actual sample location is as given by the client at the time of delivery. Scopes Asbestos Analysis Services Limited are not responsible for the accuracy or competence of the sampling by third parties. Under these circumstances Scopes Asbestos Analysis Services Limited cannot be held responsible for the interpretation of the results shown.

SCOPES SAMPLE No.	CLIENT SAMPLE No.	Sample Location	Fibre Type Detected
1	001	8TH FLOOR – DELEGATE LIFT LOBBY RISER - GASKET	CHRYSOTILE
2	002	8TH FLOOR – CORE C GOODS LIFT LOBBY – WINDOW SILL	CHRYSOTILE
3	003	8TH FLOOR – CORE C R08, CS01 – STAIR NOSING	NADIS
4	004	8TH FLOOR – CORE C R08, CS01 – SKIRTING	NADIS
5	005	8TH FLOOR – CORE B	CHRYSOTILE
6	006	6TH FLOOR – CORE B DELEGATES RISER 2 – GASKET	CHRYSOTILE
7	007	6TH FLOOR – CORE B OPEN OFFICE SPACE - GASKET	NADIS
8	008	6TH FLOOR – CORE C – MECHANICAL RISER - GASKET	CHRYSOTILE
9	009	5TH FLOOR – CORE C – R0574 RISER 2 – GASKET	CHRYSOTILE
10	010	4TH FLOOR – CORE C – OPEN PLAN DINING – GASKET	NADIS

KEY: NADIS - No Asbestos Detected in Sample

Note: All samples will be retained for a minimum of six months.
Note: This Certificate for Identification of Asbestos Fibres shall not be reproduced except in full without the written approval of the Laboratory.

Analysed by:	M ZHOU	Authorised signatory:	
		Print name:	**S BOLTON- Q.C.M**

BULK 001-VER 5 12-AUGUST-09-QCM

Unit 14 Britannia Court, Burnt Mills Industrial Estate, Basildon, Essex, SS13 1EU
Tel: 01268 724785 Fax: 01268 724796 **Mob:** 07765 685132 **E-Mail:** enquiries@scopesaasl.co.uk
Company Reg No: 5191390 Reg Address: As above

UKAS TESTING
2707

SCOPES
Asbestos Analysis Services Ltd.

CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

STANDARD ☐
PREMIUM ☐
EMERGENCY ☐

Client:	ENGIE		
Address:	C/O FLEET INSULATION CO. LTD UNIT 20, BROOK ROAD INDUSTRIAL ESTATE RAYLEIGH ESSEX SS6 7XL	Analysis Report No.	SCO/18/14250
Attention:	KIERAN DONNELLAN	Report Date.	20/06/18
Site Address:	IMO 4 ALBERT EMBANKMENT LAMBETH LONDON SE1 7SR	Site Ref No.	0609
Date sample taken:	11-15/06/18 & 19/06/18	Page No:	2 Of 4
Date sample received:	20/06/18	No. of Samples:	32
Date of Analysis:	20/06/18	Obtained:	DELIVERED

Samples of material, referenced below, have been examined to determine the presence of asbestos fibres, using Scopes Asbestos Analysis "in house" method of transmitted/polarised light microscopy and centre stop dispersion staining, based on HSE's HSG248.
If samples have been DELIVERED the site address and actual sample location is as given by the client at the time of delivery. Scopes Asbestos Analysis Services Limited are not responsible for the accuracy or competence of the sampling by third parties. Under these circumstances Scopes Asbestos Analysis Services Limited cannot be held responsible for the interpretation of the results shown.

SCOPES SAMPLE No.	CLIENT SAMPLE No.	Sample Location	Fibre Type Detected
11	011	4TH FLOOR – CORE C – GASKET TO PIPEWORK	CHRYSOTILE
12	012	3RD FLOOR – CORE B – IBM SUB ZONE RISER – GASKET	CHRYSOTILE
13	013	3RD FLOOR – CORE C PLANT ROOM – GASKET	CHRYSOTILE
14	014	3RD FLOOR – CORE B PLANT ROOM 11 – GASKET	CHRYSOTILE
15	015	3RD FLOOR – AHU ROOF VOID – SPRAYED INSULATION	NADIS
16	016	2ND FLOOR – COMMITTEE ROOM 1 (9) – STEP NOSING	NADIS
18	018	2ND FLOOR – CORE C MECHANICAL RISER – GASKET	CHRYSOTILE
19	019	1ST FLOOR – CORE C STAIRS – WINDOW SILL	CHRYSOTILE
20	020	1ST FLOOR – CORE C MECHANICAL RISER – GASKET	CHRYSOTILE
21	021	1ST FLOOR – PLANT ROOM 9 – GASKET	CHRYSOTILE

KEY: NADIS - No Asbestos Detected in Sample

Note: All samples will be retained for a minimum of six months.
Note: This Certificate for Identification of Asbestos Fibres shall not be reproduced except in full without the written approval of the Laboratory.

Analysed by:	P ROWLAND	Authorised signatory:	
		Print name:	**S BOLTON- Q.C.M**

BULK 001-VER 5 12-AUGUST-09-QCM

Unit 14 Britannia Court, Burnt Mills Industrial Estate, Basildon, Essex, SS13 1EU
Tel: 01268 724785 Fax: 01268 724796 **Mob:** 07765 685132 **E-Mail:** enquiries@scopesaasl.co.uk
Company Reg No: 5191390 Reg Address: As above

UKAS TESTING
2707

SCOPES
Asbestos Analysis Services Ltd.

CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

STANDARD ☐
PREMIUM ☐
EMERGENCY ☐

Client:	ENGIE		
Address:	C/O FLEET INSULATION CO. LTD UNIT 20, BROOK ROAD INDUSTRIAL ESTATE RAYLEIGH ESSEX SS6 7XL	Analysis Report No.	SCO/18/14250
Attention:	KIERAN DONNELLAN	Report Date.	20/06/18
Site Address:	IMO 4 ALBERT EMBANKMENT LAMBETH LONDON SE1 7SR	Site Ref No.	0609
Date sample taken:	11-15/06/18 & 19/06/18	Page No:	3 Of 4
Date sample received:	20/06/18	No. of Samples:	32
Date of Analysis:	20/06/18	Obtained:	DELIVERED

Samples of material, referenced below, have been examined to determine the presence of asbestos fibres, using Scopes Asbestos Analysis "in house" method of transmitted/polarised light microscopy and centre stop dispersion staining, based on HSE's HSG248.
If samples have been DELIVERED the site address and actual sample location is as given by the client at the time of delivery. Scopes Asbestos Analysis Services Limited are not responsible for the accuracy or competence of the sampling by third parties. Under these circumstances Scopes Asbestos Analysis Services Limited cannot be held responsible for the interpretation of the results shown.

SCOPES SAMPLE No.	CLIENT SAMPLE No.	Sample Location	Fibre Type Detected
22	022	2ND FLOOR – MAIN HALL ROOF PLANT ROOM 15 – GASKET	CHRYSOTILE
23	023	1ST FLOOR – GALLERY RO127 – TEXTURED COATING TO CEILING	NADIS
24	024	1ST FLOOR – CORE B PLANT ROOM 8 AHU – GASKET	CHRYSOTILE
25	025	9TH FLOOR – ROOF PLANT OPEN AREA – GASKET TO DRY RISER	CHRYSOTILE
26	026	7TH FLOOR – CORE A PLANT ROOM 16 – GASKET	CHRYSOTILE
27	027	7TH FLOOR – CORE A PLANT ROOM 16 – GASKET	CHRYSOTILE
28	028	6TH FLOOR – CORE A OFFICE 1 RISER – GASKET	CHRYSOTILE
29	029	3RD FLOOR – CORE B REAR WING – OPEN OFFICE AREA – GASKET	NADIS
30	030	2ND FLOOR – CORE B REAR WING – OPEN OFFICE AREA – GASKET	NADIS
31	031	BASEMENT – CORE A PLANT ROOM 3 AHH20 – GASKET	CHRYSOTILE

KEY: NADIS - No Asbestos Detected in Sample

Note: All samples will be retained for a minimum of six months.
Note: This Certificate for Identification of Asbestos Fibres shall not be reproduced except in full without the written approval of the Laboratory.

Analysed by:	T CROOT	Authorised signatory:	
		Print name:	**S BOLTON- Q.C.M**

BULK 001-VER 5 12-AUGUST-09-QCM

Unit 14 Britannia Court, Burnt Mills Industrial Estate, Basildon, Essex, SS13 1EU
Tel: 01268 724785 Fax: 01268 724796 **Mob:** 07765 685132 **E-Mail:** enquiries@scopesaasl.co.uk
Company Reg No: 5191390 Reg Address: As above

UKAS TESTING
2707

SCOPES
Asbestos Analysis Services Ltd.

CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

STANDARD ☐
PREMIUM ☐
EMERGENCY ☐

Client:	ENGIE		
Address:	C/O FLEET INSULATION CO. LTD UNIT 20, BROOK ROAD INDUSTRIAL ESTATE RAYLEIGH ESSEX SS6 7XL	Analysis Report No.	SCO/18/14250
Attention:	KIERAN DONNELLAN	Report Date.	20/06/18
Site Address:	IMO 4 ALBERT EMBANKMENT LAMBETH LONDON SE1 7SR	Site Ref No.	0609
Date sample taken:	11-15/06/18 & 19/06/18	Page No:	4 Of 4
Date sample received:	20/06/18	No. of Samples:	32
Date of Analysis:	20/06/18	Obtained:	DELIVERED

Samples of material, referenced below, have been examined to determine the presence of asbestos fibres, using Scopes Asbestos Analysis "in house" method of transmitted/polarised light microscopy and centre stop dispersion staining, based on HSE's HSG248.
If samples have been DELIVERED the site address and actual sample location is as given by the client at the time of delivery. Scopes Asbestos Analysis Services Limited are not responsible for the accuracy or competence of the sampling by third parties. Under these circumstances Scopes Asbestos Analysis Services Limited cannot be held responsible for the interpretation of the results shown.

SCOPES SAMPLE No.	CLIENT SAMPLE No.	Sample Location	Fibre Type Detected
32	032	BASEMENT – PLANT ROOM 5 CHW – GASKET	NADIS
33	033	4TH FLOOR – CORE B ELECTRIC RISER – CEMENT	CHRYSOTILE

KEY: NADIS - No Asbestos Detected in Sample

Note: All samples will be retained for a minimum of six months.
Note: This Certificate for Identification of Asbestos Fibres shall not be reproduced except in full without the written approval of the Laboratory.

Analysed by:	M ZHOU	Authorised signatory:	
		Print name:	**S BOLTON- Q.C.M**

BULK 001-VER 5 12-AUGUST-09-QCM

Unit 14 Britannia Court, Burnt Mills Industrial Estate, Basildon, Essex, SS13 1EU
Tel: 01268 724785 Fax: 01268 724796 **Mob:** 07765 685132 **E-Mail:** enquiries@scopesaasl.co.uk
Company Reg No: 5191390 Reg Address: As above

Appendix B. Designer's Risk Assessment (to follow)

Joe Purslow
Faithful+Gould
Wellington Gate
7-9 Church Road
Tunbridge Wells
TN1 1HT

Tel: +44 (0)1892 775014
joe.purslow@fgould.com

Appendix H

Form of Tender

FORM OF TENDER

Tender for: ***Electrical Infrastructure and Chiller Automatic Switching Works***

To be submitted by 12:00 Noon on 1st February 2019 to the DfT Group Commercial Services Portal

---

I/We, having read the letter of invitation, the Conditions of Contract and the tender documents delivered to me/us and having examined the drawings referred to therein do hereby offer to execute and complete the whole of the works described therein for the following sum:

(a) The Works - lump sum fixed price

……

…… pounds (£……..……..) , excluding VAT

(b) Contract Period

I/We offer to execute and complete the whole of the works in weeks

We understand that any qualifications made by us to the tender documentation during the preparation of our Tender (except for authorized amendments by the Client Representatives communicated to us in writing) may lead to disqualification of our tender.

We agree that, if any obvious errors in pricing or errors in arithmetic are discovered in the priced document(s) before acceptance of this offer, these errors may be notified to/by us and we may be afforded the opportunity of correcting it only with appropriate explanations.

We undertake in the event of your acceptance to execute you with a formal contract embodying all the conditions and terms contained in this offer within 14 days of being required to do so by the Employer.

This tender remains open for acceptance and shall be binding on us for 90 days from the latest date fixed for the submission of tenders.

Signed by:

For and on behalf of:

Tel:

Date:

COLLUSIVE TENDERING CERTIFICATE

We certify that this is a bona-fide tender and that we have not fixed or adjusted the amount of the tender by or under or in accordance with any agreement or arrangements with any other person. We also certify that we have not done and we undertake that we will not do at any time before the hour and date specified for the return of this tender any of the following acts:

(1) Communicating to a person other than the person calling for these tenders the amount or approximate amount of the proposed tender, except where the disclosure, in confidence, of the appropriate amount of the tender was necessary to obtain insurance premium quotations required for the preparation of the tender;

(2) Entering into any agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any tender to be submitted;

(3) Offering or paying or giving or agreeing to pay any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for the said work any act or thing of the sort described above.

In this Certificate, the word "person" includes any persons and any body or association, corporate or unincorporate: and "any agreement or arrangement" includes any such transactions, formal or informal, and whether legally binding or not.

Signed by:

For and on behalf of:

Tel:

Date:

Andy Bell
Faithful+Gould Limited
Euston Tower
286 Euston Road
London
NW1 3AT

Tel: +44 (0)207 121 2121
Andy.Bell@fgould.com