

2023 SURVEYOR REPORTING GUIDANCE – 3

Stage Visit:	Stage reference on instruction:
'DPC & Oversight'	<i>New-Build – Framed 2 – DPC / Oversight</i>
	<i>New-Build - Masonry 2 – DPC / Oversight</i>
	<i>New-Build - ICF 2 - DPC / Oversight</i>
	<i>Reno/Refurb 4 – DPC / Oversight</i>

General and relevant to all projects: *Please comment on the below aspects of the works.*

- Any further foundation works.
- Works in accordance with drawings and proportion complete?
- Details of substructure and any installed drainage
- Type of ground floor construction and manufacturer details if appropriate
- Provision of DPC/DPM, laps and jointing, integrity, and coverage
- Insulation, ventilation, reinforcing.
- DPC's in relation to proposed finished ground levels.
- Details of any retaining walls or other below-ground structures not seen previously
- Has any superstructure work started, review of cavities, ties etc
- Details of any installed underground drainage

Basements:

- Review of tanking and integration with DPC/DPM and proposed finished ground levels.

Existing works:

- Relationship between existing and new DPCs/DPMs
- Injectable/other retrospective DPCs being installed?

Summary:

- Is a revisit required due to complex works, site issues or works not progressed adequately? **High Risk Remediation** if additional visit required.
- Are photos required of unseen work? – add to remediations. **High Risk** or **Other Risk** depending on severity. See '2023 Surveyor Reporting Guidance – Remediations'

Photos:

- Progress of the build is covered photographically in its entirety. Photos include wider scope and contextual shots as well as details. Please can photos be labelled so that we can reference them with the narrative accurately.

The below table indicates the documentation and certification BZSS will require at completion.

<i>Shaded Blue - Always applicable if relevant project type/scope</i>	<i>Shaded Orange - Will be included on the instruction if required</i>
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Project Element / Phase	Guidance on documentation/certification required	Date Introduced
Warranty Plan Check	<p>A plan check is expected for TA and CHS warranty projects. Drawings and calculations to be obtained from the client on instruction. Plan check carried out and sent to BZSS prior to the first site visit. Generally, warranty covers Approved Docs A, C, H, J, M. A Building Control Plan check document is adequate for BCTA and ITA instructions.</p> <p>Projects within 500m of the sea or classed as “exposed”, a further check is required as to the use of materials for the developments’ location</p>	N/A - All Live projects
Block & Beam floors (if applicable)	Design drawings and calculations to be provided.	N/A - All Live projects
All new underground drainage.	Where possible, surveyors to review new underground drainage laid to falls and on suitable support. Appropriate line and levels to outfall to be noted. If not reviewed on site prior to backfill, photos should be provided. A CCTV survey should be provided if photos are not available. <i>*Also see completion notes re. drainage testing.</i>	N/A - All Live projects
Injected DPCs.	<p>Injected DPC's are classed as new works, hence covered by the policy. Any failure in the DPC is a failure of new works. Installation by a suitably qualified person with appropriate PI. Details to be provided. IBG to be provided.</p> <p><i>Insurance Backed Guarantee - a financially adequate Insurance Backed Guarantee covering both the materials and workmanship, valid for at least 10 years from the date of practical completion. A product guarantee is not sufficient but still needs to be collected as works in conjunction with the IBG policy</i></p>	N/A - All Live projects