NURATHERM PLYWOOD & STRANDBOARD SUBSTRATE READINESS CHECK SHEET FOR NURAPLY TPO

(Prior to vapour barrier Installation)

Project Name: _____

Form Completed by: _____

Company: _____

Area ready: _____

Applicator _____

Structure complies with the New Zealand Building Code and plywood complies with AS/NZ 2269	
H3.2 CCA treated plywood sheets 17mm thick for roofs, 21mm thick for decks.	
Plywood sheets supported at 400mm centred rafters and nogs for roofs and decks.	
Strandboard laid as per plywood with rafters and nogs at 400mm centres. Unless otherwise specified.	
Sheets stagger lay (fully offset) with falls as per plan.	
5mm clearances from all abutments, 5mm radius to all exposed edges.	
All sheet edges supported, fixed 150mm on edges and 200mm through girth, edges butt-jointed with no gaps except at abutments.	
Sheets fixed by gluing and Stainless Steel countersunk screw fixing.	
Mitres neatly formed.	
Rainwater outlets and overflow recesses formed to fit outlets rebated into the surface.	
Sharp edges and lips removed and cavities filleted. All joints flush.	
Plinths formed for any exterior ventilation, solar panels or fixtures.	
Substrate dry, (less than 20% moisture), clean, firm and suitable condition for laying.	

Notes

Signed by main contractor (builder) Date:

METAL TRAY SUBSTRATE READINESS CHECK SHEET

(Prior to vapour barrier Installation)

INSTALLATION METHOD STATEMENT

Project Name: _____

Form Completed by: _____

Company: _____

Area ready: _____

Applicator _____

Dimond sheet installed with the narrow trough down	
Fastening the metal tray sheet in the pan with 6 fasteners per purlin support.	
If using timber supports, installed bitumen tape between timber and metal tray.	
Confirm the substrate slope complies with specification.	
Rainwater outlets and overflow recesses formed to fit outlets.	
Ensure only approved accessories to be used for drainage.	
Review penetrations to minimize number and complexity.	
All edges of insulation supported by timber to prevent damage	
Plinths formed for any exterior ventilation, fixtures or similar.	
Substrate clean, firm and suitable condition for laying the Nuralite systems.	

Notes

Signed by Applicator Date:

ENERTHERM SUBSTRATE READINESS CHECK SHEET

(Prior to Enertherm Installation)

Project Name: _____

Form Completed by: _____

Company: _____

Area ready: _____

Applicator _____

Structure complies to the New Zealand Building Code	
Confirm the substrate slope complies with plans.	
Rainwater outlets and overflow recesses formed to fit outlets rebated into the surface.	
Ensure only approved accessories to be used for drainage and venting.	
Review penetrations to minimize number and complexity.	
Ensure the NURAPLY ALU vapour barrier is installed correctly and that any damage has been repaired.	
Plinths formed for any exterior ventilation, solar panels or fixtures.	
Substrate clean, firm and suitable condition for laying the Nuralite systems.	

Notes

Signed by Applicator Date:

ENERTHERM SUBSTRATE READINESS CHECK SHEET
(Prior to Membrane Installation)

Project Name: _____

Form Completed by: _____

Company: _____

Area ready: _____

Applicator _____

Sheets stagger lay (fully offset).	
Any gaps in the insulation filled to prevent thermal bridging.	
Material fastened with the correct quantity of IKOfix Thermal Break Flanges and Fixing Screws (as per the Technical Note document up to 3.33 kPa ULS).	
Edges of insulation supported by metal sheet ridges	
Plinths formed for any exterior ventilation, solar panels or fixtures.	
Substrate clean, firm and suitable condition for laying the Nuralite systems.	

Notes

Signed by Applicator Date:

CONCRETE SUBSTRATE READINESS CHECK SHEET

(Prior to vapour barrier Installation)

Project Name: _____

Form Completed by: _____

Company: _____

Area ready: _____

Applicator _____

_____

_____

Structure complies to the New Zealand Building Code and concrete complies with NZS 3101 (2006)	
Concrete cured with curing membranes removed. Concrete substrate contains less than 5% moisture content.	
Surface smooth and clean with falls as per plan.	
Cavities and cracks filled with repair mortar, flushed off and cured.	
Concrete surface firm with any soft concrete or laitance removed.	
Ponding areas removed.	
Roof drains and overflow recesses formed to fit rebated outlets.	
If terminating into a chase, pre-form the chase and ensure it's straight and 20mm deep.	
Plinths formed for any exterior ventilation, solar panels or fixtures.	
Construction joints incorporated in slab as per designers specification.	
Substrate clean, firm and suitable condition for laying the Nuralite systems.	

Notes

Signed by main contractor (builder) Date:

CHECKLIST FOR PROJECT SIGNOFF

Project Name: _____

Form Completed by: _____

Company: _____

Area ready: _____

Applicator _____

Project Review	Comply Y/N/Na	Comments
Substrate readiness form completed		
Gutters correctly and neatly installed, particularly the internal corners		
Roof drains & overflows installed to specification and watertight		
Adhesive used in correct quantities. Membrane fully adhered to substrate with no evidence of bubbles or lifting.		
Correct quantity of fastenings used if Mechanically fastened.		
All laps fully welded and tidily appearance.		
Overall installation free of wrinkles, creases and splits		
All penetration details completed to specification including under/overflashing		
All non standard details installed as per pre-approved specifications (attach approved drawing)		
Any damage to membrane repaired to specification.		
Gutters correctly and neatly installed, particularly the internal corners		
Roof drains & overflows installed to specification and watertight		

Remedial action required:

Signed: _____

Date: _____

NURAPLY MAINTENANCE PROGRAMME

To get the longest life from a roof it must be regularly inspected & maintained.

When first installed the building owner should arrange inspections each spring and autumn, to enable the effects of annual extremes of weather to be checked. Following that an annual program of roof inspection and cleaning should be established by the building owner as part of general building maintenance.

Roofs exposed to high levels of pollution or in close proximity to trees might require more frequent inspection.

Any inspection of a roof should include the interior of the building for signs of water penetration or condensation and for alterations, which may have affected the roof. Externally, abutting construction, which can affect the performance of the roof, should also be inspected.

Annual Inspections & Cleaning

Inspections

The inspection should concentrate on “high risk” areas such as hatches, drains and around all roof top equipment, as well as a general inspection of the entire roof. Inspections should also include the examination of the roof deck if possible from the underside for evidence of leaks, deteriorated decking, structural cracks or movement and other deficiencies. Parapets and edging should also be examined for evidence of cracking, deterioration and moisture infiltration.

Damage

If damage is found on the roof surface it should be repaired immediately by an approved Nuralite Applicator. They will use NURAPLY TPO component products and special techniques to achieve neat, unobtrusive reinstatement of the NURAPLY TPO.

Cleaning

Location, traffic level, effective drainage, and service use will dictate cleaning requirements. Sweeping clean followed by hose and broom washing of the NURAPLY TPO roof is recommended, not water blasting. If mould does appear it should be removed with a long-term mould killer such as Nuracide.

The building owner may do this them self or engage an approved applicator if they prefer.

Five Year Authorised Service Checks

To maintain the material defects warranty, every five years the owner must engage an Approved Applicator to inspect the roof and ensure it remains in good condition. Failure to maintain the roof system will void the warranty.

The Applicator must thoroughly check the roof for signs of damage, water ingress or potential problems.

	Applicator	Date	Signed
Inspection 1			
Inspection 2			
Inspection 3			
Inspection 4			

INSPECTION CHECKLIST

1) Surface:	
a) accumulation of silt or vegetation;	
b) areas of ponding.	
2) Membrane:	
a) blistering, ripples, rucking, detachment;	
b) cracks, splits, tears, punctures, indentations;	
c) pimpling, pitting, crocodiling;	
d) pulled, unbonded laps;	
e) softening of surface.	
3) Substrate:	
a) depressions in surface;	
b) lack of support/soft support to membrane.	
4) Rainwater outlets:	
a) blocked;	
b) not bonded to membrane (if bonded type);	
c) clamping ring loose (if clamped type).	
5) Upstands:	
a) damaged/detached flashings;	
b) sagging membrane;	
c) splits, cracks, tears;	
d) membrane unsupported at junction;	
e) unbonded laps;	
f) blistering.	
6) Eaves/verge:	
a) unbonded or peeling membrane;	
b) cracking/splitting or strain in membrane;	
c) displacement or signs of movement of edge trim.	
7) Movement joints, upstand type:	
a) unsealed capping joints;	
b) dislodged flashing/capping;	
8) Abutting construction:	
a) parapet copings cracked, loose, unsealed;	
b) damaged damp-proof course, lack of continuity in damp-proofing;	
c) open joints, cracking in construction;	
d) loose/missing pointing.	
9) Roof fixtures and penetrations:	
a) damaged/missing flashings;	
b) balustrade/vent pipe, loose or missing flashing or collar;	
c) plant plinth damaged/missing flashing;	
d) lightning conductor tape, fixing loose	