Nuraply TPO check lists and maintenance program

Timber substrate readiness check sheet (Prior to vapour barrier or base sheet 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 or MCA treated plywood sheets: ≥17mm thick for roofs, ≥21mm thick for decks.	☐
Strandboard laid with rafters and nogs at 400mm centers.	☐
Plywood sheets supported at 600mm centered rafters and nogs for roofs and decks.	☐
Sheets stagger-laid (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 filled. All joints flush.	☐
Plinths are formed for 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) / approved Nuralite applicator

Nuraply TPO check lists and maintenance program

Metal tray substrate readiness check sheet (Prior to vapour barrier Installation)

Project Name:	
Form Completed by:	
Company:	
Area ready:	
Applicator:	

If metal tray is used, it is installed with the narrow section of the trough down.	☐
Fastening the metal tray sheet in the pan with fastener in each pan per purlin support.	☐
If using timber supports, installed separation between treated timber and metal tray.	☐
Confirm the substrate falls comply with specification.	☐
Rainwater outlets and overflows, sumps, scuppers, etc. are fitted flush with substrate.	☐
Ensure only approved accessories to be used for drainage.	☐
All edges of insulation supported by timber to prevent damage.	☐
Plinths are formed for any exterior ventilation, fixtures or similar.	☐
Substrate clean, firm, dry and suitable condition for laying Nuralite Systems.	☐

Notes

Signed by main contractor (builder) / approved Nuralite applicator

Nuraply TPO check lists and maintenance program

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 substrates contain 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 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 nuralite systems.	☐

Notes

Signed by main contractor (builder)

Nuraply TPO check lists and maintenance program

Nuratherm pre-installation check sheet (Vapour barrier post-installation check sheet)

Project Name:	
Form Completed by:	
Company:	
Area ready:	
Applicator:	

Primer applied at correct coverage rate and allowed time to dry (including with metal tray substrates)	☐
End laps of vapour barrier are 100mm, side laps are 80mm	☐
Vapour barrier extends 10mm above Nuratherm PIR board height to the perimeter, including at penetrations	☐
Only approved Nuralite accessories are used	☐
Any damage to the Nuraply ALU vapour barrier has been repaired	☐
Plinths formed for any exterior ventilation, solar panels or fixtures	☐
Vapour barrier is clean, dry and suitable condition for laying Nuratherm warm roof	☐

Notes

Signed by approved Nuralite applicator

Nuraply TPO check lists and maintenance program

Nuratherm post-installation check sheet (Prior to Membrane Installation)

Project Name:	
Form Completed by:	
Company:	
Area ready:	
Applicator:	

Sheets stagger laid (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 (check technical note document for maximum ULS)	☐
Edges of insulation supported by metal angles at corners such as steps, gutters, etc.	☐
Plinths formed for any exterior ventilation, solar panels or fixtures.	☐
Substrate clean, firm and suitable condition for laying the Nuralite systems.	☐
All board joins and fasteners are taped with Nuratherm softening tape	☐

Notes

Signed by approved Nuralite applicator

Nuraply TPO check lists and maintenance program

Electronic Leak Detection installation checklist (Prior to membrane installation)

Project Name:	
Form Completed by:	
Company:	
Area ready:	
Applicator:	

Nuralite conductive tape installed to 50mm lengths between all boards, correctly contacts the foil surface of the Nuratherm boards.	☐
Nuralite conductive tape is not obstructed by the Nuratherm softening tape	☐
Conductivity between boards has been tested. Areas with poor conductivity remediated.	☐
Nuralite conductivity terminal plate taped to PIR board with conductive tape at a minimum rate of one plate per 500 square meters of roof area	☐
Nuralite conductivity plate wire exits the membrane at a safe, waterproof location	☐

Notes

Signed by approved Nuralite applicator

Nuraply TPO check lists and maintenance program

Checklist for project signoff

Project review requirement	Complies Y/N/NA	Comments
Substrate readiness form completed		
TPO to gutters correctly and neatly installed, particularly the internal corners		
Scuppers, sumps, roof drains & overflows are installed to specification and watertight. Welds and clamps are re-checked and tested.		
Adhesives are used to correct coverage rate and given sufficient time to fully tack off.		
Membrane fully bonded to substrate with no evidence of bubbles or lifting.		
Correct quantity of thermally broken fasteners and screws used (when used with Nuratherm warm roofs). Screws achieve correct embedment into substrate.		
All laps thermowelded to a minimum of 40mm wide and cut edge is tightly rolled and sealed. All laps are tested with lap probe to ensure fully bonded weld.		
Slip joint junctions are installed correctly, where specified, adhered to one edge only.		
Overall membrane installation free of wrinkles, creases and splits.		
All penetration details are completed to specifications and drawings. Welds of penetrations are tested with lap-probe to ensure fully bonded weld.		
All non-standard details installed as per pre-approved specifications and drawings (attach approved drawings)		
Any damage to membrane has been repaired to specification and/or installation manual.		
All Nuralite accessories (E.g. Nuralite fixing Plate, TPO Pour Pocket, preformed corners, etc.) installed correctly		

Remedial action required

Signed

Nuraply TPO check lists and maintenance program

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 near 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 all around the roof top equipment, as well as a general inspection of the entire roof. Inspections should also include the examination of the roof deck from the underside (if possible) for evidence of leaks, deteriorated decking, structural cracks or movement and other deficiencies. Parapets and edgings should also be examined for evidence of cracking, deterioration and moisture infiltration.

Damage

If damage is found on the membrane roof surface it should be repaired immediately by an approved Nuralite Applicator. They will use NURAPLY TPO products and good trade practices to achieve watertightness of the NURAPLY TPO and a neat, tidy, acceptable finish.

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. Sugar soap is an effective general cleaning agent for use with NURAPLY TPO.
If mold, moss and lichen are identified, they should be removed with a long-term mold killer such as Nuracide.
All remnants of the cleaning agent should be removed upon completion of cleaning.

The building owner may do this themselves 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.

Record of Five-Year authorized service checks

	Applicator	Date	Signed
Inspection 1			
Inspection 2			
Inspection 3			
Inspection 4			

Inspection checklist

Surface:		Substrate:	
Accumulation of silt or vegetation	☐	Depressions in surface	☐
Areas of ponding	☐	Lack of support/soft support to membrane	☐
Rainwater outlets:		**Eaves/verge:**	
Blocked	☐	Unbonded or peeling membrane	☐
Not bonded to membrane (if bonded type)	☐	Displacement or signs of movement of edge trim	☐
Ring clamp loose (if clamped type)	☐		
Upstands:		**Membrane:**	
Damaged/detached flashings	☐	Blistering, ripples, unsealed cut edges	☐
Sagging membrane	☐	Cracks, splits, tears, punctures	☐
Bridging a gap in substrate	☐	Unbonded laps	☐
		General appearance is untidy/dirty/unacceptable	☐
Abutting construction:		**Roof fixtures and penetrations:**	
Parapet flashing not watertight, poorly fixed	☐	Damaged/missing flashings	☐
Change of substrates not fitted with slip joint. Junction is rippled.	☐	Pipe/post penetrations have loose or missing flashing or collar	☐
Balustrate mechanical fixings are watertight	☐	Plant plinth using incorrect fixing	☐