

Safe2Torch Check List (Prior to base sheet Installation)

It is recommended that anyone preparing a specification or applying a membrane should complete this check sheet and if any boxes are ticked avoid the use of a direct torch-on application in these areas.

Project Name: _____

Form Completed by: _____

Company: _____

Area ready: _____

Applicator _____

Decks and Insulation

Timber / Other combustible materials.

Metal deck (refurbishment) where old materials may accumulate in the troughs.

Insulation – unless specifically designed and tested for use with torch-on membranes.

Details

Expansion joints with voids and/or combustible fillers.

Bitumen or timber fillets.

Detail under all abutments to roof tiles, slates and roofing iron.

All timber substrates.

Change in level details with fixed timber or plastic facias and/or all soffits, gutters or restricted spaces.

Windowsills and frames, door sills, louvered vents, air ducts, intakes and outtakes.

Junctions to existing waterproofing with flammable insulation/deck materials.

Vulnerable plastic curbs, domes, pipes and the like.

Working when in close proximity to potentially flammable coatings and shrinkwrap.

Nuraply 3PM Check Sheets and Maintenance Programme

Cladding and roofing underlays.

Working in close proximity to stored chemicals, flammable liquids and explosives

**Existing weathering components with concealed flammable materials.
These include:**

Timber, DPC or sarking membranes beneath fixed metal capping systems.

Existing kitchen extraction plant coated in oils or fats.

Flammable wrapping to trunking/ducting/bitumen sheet rolls and roll inserts.

Timber cladding.

Existing metal or plastic copings/capping's.

Notes

Signed:

Date:

Concrete Substrate Readiness Checksheet (Prior to base sheet installation)

Project Name: _____
Form Completed by: _____
Company: _____
Area ready: _____
Applicator: _____
Fax Number: _____

- 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 Nurapatch, 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.
- Mortar or Nuralite Bitumen fillets to all upstands and smooth 5mm radius to all external edges
- 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 designer's specification.
- Substrate clean, firm and suitable condition for laying the Nuralite systems.

When substrate ready complete this form and fax to the Nuralite applicator

Notes

Signed by head contractor

Date:



Timber Substrate Readiness Check sheet (Prior to base sheet Installation)

Project Name: _____

Form Completed by: _____

Company: _____

Area ready: _____

Applicator _____

Fax Number: _____

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.

Strandboard laid as per plywood with rafters and nogs at 400mm centres.

Plywood sheets supported at 600mm centred rafters and nogs for roofs and decks. 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.

Fillets installed to all internal junctions and neatly fitted.

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.

When substrate is ready complete this form and fax to the Nuralite applicator

Nuraply 3PM Check Sheets and Maintenance Programme

Nuraply 3PM

Notes

Signed by head contractor

Date:



Checklist for Project Signoff

**Metal Tray Substrate Readiness Check sheet
(Prior to vapour barrier Installation)**

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 tra

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:

Checklist for Project Signoff

Project Name: _____
 Builder Firm: _____
 Applicator Firm: _____
 Area covered by QC Sheet _____

Roofing membrane installation item	Comply Y/N/Na	Comments
Substrate readiness form completed		
Under flashings installed to all corners and upstands (pay attention to parapets, gutters, junctions)		
Gutters correctly and neatly installed, particularly the internal corners		
Roof drains & overflows installed to specification and watertight		
Membrane adequately adhered to substrate with no evidence of bubbles or lifting. Correct quantities of primer or adhesive used as per specification.		
Cap sheet and basesheet fully bonded together, no areas of delamination.		
Cap sheet side laps 80mm and end laps 100mm fully welded and tidily seamed off.		
No sign of overheating/excessive bitumen bleed from laps (over 2-3mm).		
Cap sheet and base sheet laps offset satisfactorily. No three layer lap build-ups		
Overall installation free of wrinkles, creases and splits		
All penetration details completed to specification including under/over flashing		
Standard details used throughout including at upstands, parapets, construction joints		
All non-standard details installed as per pre-approved specifications (attach approved drawing)		
Gutters and outlets have been flood tested		
Any damage to cap sheet repaired to specification.		

Note: Where an element identified in the above checklist is not applicable, please record N/A in the comply column.

Nuraply 3PM Check Sheets and Maintenance Programme

Nuraply 3PM

Remedial action required:

Note of damaged areas repaired:

Signed Builder _____
Date: _____

Signed Applicator _____
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 3PM component products and special techniques to achieve neat, unobtrusive reinstatement of the NURAPLY 3PM.

Cleaning

Location, traffic level, effective drainage, and service use will dictate cleaning requirements. Sweeping clean followed by hose and broom washing of the NURAPLY 3PM 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) bare patches in solar reflective finish or chippings;
- b) accumulation of loose chippings;
- c) accumulation of silt or vegetation;
- d) loose, inadequately supported or broken paving slabs;
- e) exposed insulation (protected membrane roofs);
- f) 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 fillet;
- 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;
- c) unbonded laps.

8) Movement joints, proprietary flush type:

- a) unbonded laps;
- b) splits, cracks, tears.

9) 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.

10) Roof fixtures and penetrations:

- a) upstand defects as above;
- b) roof light glazing defects;
- c) damaged/missing flashings;
- d) balustrade/vent pipe, loose or missing flashing or collar;
- e) plant plinth damaged/missing flashing;
- f) lightning conductor tape, fixing loose/detached