

Trade	Wardrobes	Revision	C
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Project Overview:
Brief overview of the project, site or phase providing relevant information

A. Product Selector				
Products must be purchased through our Group National Suppliers.				
Code	Item	Included	Product Selector Item	Product
A	1	✓	Fitted Wardrobes: Primary Contact(s)	Gooding Group: Lloyd Gooding - lloyd.gooding@goodinggroup.co.uk Ashley Carter - ashley.carter@goodinggroup.co.uk chris.morgan@goodinggroup.co.uk
				The Symphony Group PLC: Rob McCauley - rob.mccauley@symphony-group.co.uk Alan Kinnes - alan.kinnes@symphony-group.co.uk Rebecca.Mooring@Symphony-Group.co.uk

B. Key Information				
Code	Item	Included	Scope of Works Item	
Quality & Compliance				
B	1	✓	Supply labour, materials, tools, equipment and fixings in accordance with the relevant site specific drawings, details, schedules and below details:	
B	2	✓	Materials and workmanship to comply to current:	
B	2.1	✓	NHBC standards and recommendations.	
B	2.2	✓	British standards code of practice	
B	2.3	✓	TW UK Construction Specification and details	
B	2.4	✓	Framework Agreement	
B	2.5	✓	House type working drawings	
B	2.6	✓	Standard details	
B	2.7	✓	Manufacturers' instructions.	
B	2.8	✓	TW Customer Quality Approach (CQA) document.	
B	2.9	✓	TW Production Manual.	
B	2.1	✓	Customer Service Policy.	
B	2.11	✓	TW Current Health & Safety Manual	
B	2.12	✓	National Sales Tiered Standard Specification	
B	3	✓	If there is a conflict between building regulations, British standards, NHBC guidelines and TW UK construction specification. The contractor is to contact and confirm with the TW BU Technical department prior to installation.	
B	4	✓	You must provide supervision and ensure all works are fully checked and completed prior to offering to Taylor Wimpey Site management. TW Build Quality Checklist (BQC) must also be signed by the contractor and TW.	
B	5	✓	Contractor is not permitted to vary the design without first obtaining prior written approval from the regional technical teams.	
B	6	✓	The contractor to examine the drawings and specifications, and any questions should be raised prior to contract start.	
B	7	✓	It is essential that the Contractor liaises with all other trades associated with the Works to ensure details are constructed correctly and appropriately prior to following work being carried out.	
Part L Compliance				
B	8.1	✓	Subcontractors are required to pause works to allow for Taylor Wimpey employees to take photos of the six key build stages that must be captured in order to fulfil legislative requirements set by Part L (Conservation of Fuel and Power).	
B	8.2	✓	Subcontractors are required to have robust QA processes in place. Evidence of such may be requested by Taylor Wimpey employees at any point to ensure these processes are being consistently exercised.	
C. HSE				
C	1	✓	Please refer to the HSE Manual.	
D. Materials & Logistics				
D	1	✓	The subcontractor will be responsible for all material handling applicable to their trade. TW will make available, where possible, a forklift and driver. The driver will not be responsible for sorting, loading, unloading or any other activity on behalf of the Subcontractor. Sufficient resources shall be allowed by the subcontractor for this purpose.	
D	2	✓	The contractor is to coordinate with the site manager/material controller for material requirements daily. No claims for delay due to lack of materials will be accepted.	
D	3	✓	It is the contractor's responsibility to ensure that all surplus materials are correctly stacked on pallettes to either be moved back to the compound or moved on to a following plot.	

Signature: