

Trade	Insulation Loft (Traditional)	Revision	D
-------	-------------------------------	----------	---

Project Overview:

Brief overview of the project, site or phase providing relevant information

Installation of Knauf Insulation Supafil® blown mineral wool cavity and separating (party) wall insulation systems.

A. Product Selector

Installation must be via Approved Group Installers

Code	Item	Included	Product Selector Item	Product
A	1	✓	Insulation - Cavity (blown fibre) & Loft - Primary Contact	Knauf Insulation Ltd: james.hulbert@knaufinsulation.com matthew.prowse@knaufinsulation.com
A	2	✓	Insulation - Cavity (blown fibre) & Loft - Contracting Contact (Manufacturer)	Knauf Insulation Ltd: steve.morris@knaufinsulation.com
A	3	✓	Insulation - Cavity (blown fibre) & Loft - Contracting Contact: Approved Installers□	Max Energy: paul.beardsley@maxenergy.direct Avonside/Novora: Richard.Thompson@avonsideenergy.co.uk A&M Insulations: paul.trotman@am-energy.com

B. Key Information

Code	Item	Included	Scope of Works Item
Quality & Compliance			
B	1	✓	Supply all labour, tools, equipment, materials and fixings to carry out all insulation works 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	✓	Knauf Insulation Taylor Wimpey Loft Roll Visual Inspection Guide
B	2.8	✓	TW Customer Quality Approach (CQA) document.
B	2.9	✓	TW Production Manual.
B	2.10	✓	Customer Service Policy.
B	2.11	✓	Air Tightness Best Practice Manual
B	2.12	✓	TW Current Health & Safety Manual
B	2.13	✓	BSA Contractors Guidance
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 quote submission
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.
B	8	✓	The Contractor should quote based on Knauf Insulation Loft Roll 44 at an overall thickness of 400mm, utilising three layers (1 x 100mm and 2 x 150mm) unless stated differently on the house type drawings.
B	9	✓	The Contractor is responsible for ensuring that the house is ready for the loft insulation to be installed with all electrical, pipework, ducting and loft hatches installed.
B	10	✓	The Contractor is responsible for reporting to the Site Manager if the plot is not in an acceptable state for Knauf Insulation Loft Roll installation. Under no circumstances is the Contractor to carry out work if there is risk of disturbance by other trades due to plot readiness, unless written dispensation is received from Taylor Wimpey.
B	11	✓	The Contractor must install the Knauf Insulation Loft Roll 44 in accordance with the Taylor Wimpey National Construction Specification and house type drawings.
B	12	✓	The Contractor must ensure the Supafil® installation is recorded on the Knauf Insulation KinetiK® application (when available).
B	13	✓	On completion of each operation on each unit, the Contractor must offer work for inspection by Site Management, confirming that all work has been carried out in compliance with the requirements of the appropriate regulating bodies.

B	14	✓	Insulation certificates following installation must be provided on a plot by plot basis to the site team for them to include in photographic evidence reports to the customer to ensure full compliance with Part L photo evidence.
Part L Compliance			
B	15.1	✓	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	15.2	✓	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 contractor 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 pallets to either be moved back to the compound or moved on to a following plot.
D	4	✓	All materials and fixing/restraints supplied and installed by a Knauf insulation Partner installer in accordance with the product manufacturers recommendations.
D	5	✓	Installers are required to use the Knauf Insulation Kinetik® App for all Supafil® 34 and Supafil® Party Wall installations to record relevant installation data. This is requirement on all Taylor Wimpey sites as per section 3.2.4 of the Taylor Wimpey National Construction Specification.
D	6	✓	It is the Contractor's responsibility to check the supplied materials for any damage, colour variation and correct quantities prior to installing. Should significant quantities of damaged materials be identified, it is the Contractor's responsibility to replace it and address with the suppliers themselves.
E. Waste			
E	1	✓	All waste to be segregated appropriately and working area to be left in a clean and tidy state. Excess materials to be removed from site. Any material movement to or from site must comply with waste regulations, transfer tickets must be made available, and the weight or volume of waste taken from site must be made available to TW upon request.
E	2	✓	It is the contractor's responsibility to ensure minimal wastage of materials. TW reserves the right to levy charges against the contractor in the event of excess materials wastage.
E	3	✓	The TW Site Management team should be made aware of any surplus material for reuse in other plots.
F. Cleaning & Protection			
F	1	✓	Please refer to Protection Guidance in S21 of the Production Manual.
F	2	✓	It is the contractor's responsibility to ensure that all their work is suitably protected, in line with S21 of the Production Manual.
F	3	✓	Should the contractor feel that adequate protection has not been provided by other trades for them to safely carry out their works, it is the responsibility of the contractor to notify the TW site manager.

Project Tasks			
Note to TW - where a section is highlighted, there is a choice, please pick the relevant options to be included in the scope using the drop downs.			
Code	Item	Included	Scope of Works Item
G. Quotation & Inclusions			
G	1	✓	Quotation to be broken down in labour & materials.
G	2	✓	Price to be fixed for a minimum of 12 months'.
H. Project Tasks			
H	1	✓	The Contractor must install three layers of Knauf Insulation Loft Roll 44 to a thickness of 400mm overall. The build-up must be 100mm Loft Roll 44 between the joists and two layers of 150mm Loft Roll 44. Where the joist depth exceeds 100mm, the Contractor will install the Loft Roll 44 in a sequence that ensures the bottom layer is the same thickness as the joist depth.
H	2	✓	Layer 1, 100mm Knauf Insulation Loft Roll 44 to be laid between the bottom chords ensuring all the material is in intimate contact with the plasterboard. The Loft Roll must be cut around wind-bracing and other timber supports (at ceiling level), ensuring that it is continuous and tight butted below these features.
H	3	✓	The Contractor must ensure that the area between the gable wall and first joist is sufficiently insulated with Knauf Insulation Loft Roll 44 and in intimate contact with the plasterboard.

H	4	✓	The Contractor must ensure that the eaves area is sufficiently insulated. Where the ARC Eaves Insulator (installed by Others prior to loft insulation) is in intimate contact with the plasterboard. Knauf Insulation Loft Roll 44 must be run up to it and be in intimate contact, with no gaps present. Where the ARC Eaves Insulator is above the plasterboard and cannot be pushed into place, the Loft Roll must be fitted underneath it and to the wallplate, ensuring the plasterboard is sufficiently covered and continuity of insulation maintained.
H	5	✓	The Contractor must carry out a test box prior to installation to calibrate machine settings; the time and weight must be recorded within the KinetiK® application. The test box must be completely filled with the specified weight of product as per Knauf Insulation Supafil® Installer Manual.
H	6	✓	Layer 2 must be 150mm Knauf Insulation Loft Roll 44 running perpendicular to Layer 1. Layer 3 150mm Loft Roll 44 running in parallel to Layer 2, with staggered joints. The Loft Roll 44 must be cut between the timbers where required, ensuring that there are no gaps present.
H	7	✓	Layers 2 and 3 must be must be fitted tight to the eave, ensuring that ventilation is not impacted. Knauf Insulation Loft Roll 44 must be taken into the spandrel panel on the external gable walls to ensure the continuity of insulation.
H	8	✓	Where there are recessed downlights present in the ceiling, the loft insulation should be laid over the top of the fittings with continuous insulation and not be cut around or cut back.
H	9	✓	Due care and attention must be taken in roof voids to prevent damage to ceiling boards, plumbing or electrical carcassing. Knauf Insulation Loft Roll 44 must be secured neatly around the loft hatch ensuring access to the roof space and prevent it from falling out of place.
H	11	✓	It is the responsibility of the Contractor to record each installation on the KinetiK® application (when available) to ensure that Taylor Wimpey qualifies for manufacturer rebate. Failure to do so may result in contra-charge to recover
H	12	✓	Room In the Roof - Insulation supplied and fitted by others.

Open text box - to be used to capture any comment or amendments to be assessed and included on future SOWs.

Item	Included	Scope of Works Item

Date:

Signature: