



Contents

1. [Scope of Works / Description of Systems of Plant & Equipment](#)

2. [Suppliers and Manufacturers Directory](#)

3. [Manufacturers Information](#)

4. [As Built Drawings](#)

5. [Testing & Commissioning Results and Certificates](#)

6. [Operation](#)

7. [Maintenance Procedures and Planned Maintenance](#)

8. [Spares Information](#)

9. [Guarantees and Warranties](#)

10. [Replacement Strategy](#)

11. [Demolition Decommissioning or Disposal](#)





1. Scope of Works / Description of Systems of Plant & Equipment



1.0 SCOPE OF WORKS

REFERENCE NUMBER	DESCRIPTION OF WORKS (DESIGN, MANUFACTURE & INSTALLATION)
<u>6126-001</u>	<u>Main Stair Balustrade</u>
<u>6126-002</u>	<u>Escape Stair & Ships Ladder</u>
<u>6126-003</u>	<u>Retaining Wall Balustrade</u>
<u>6126-004</u>	<u>Plant Void Balustrade</u>
<u>6126-101</u>	<u>Whitewall Steelwork & Door Frame</u>
<u>6126-102</u>	<u>Whitewall Supports to Void</u>
<u>6126-105</u>	<u>Cat Ladder from Plant Deck to First Floor</u>
<u>6126-106</u>	<u>Riser Infill Steel & GRP</u>



2. Suppliers and Manufacturers Directory



2.0**MATERIALS, SOURCES, COMPONENTS,
MANUFACTURERS, SUPPLIERS & SUB-CONTRACTORS
USED ON THE PROJECT**

Material Component	Product Refs	NAME	ADDRESS	TELEPHONE	Locations / Drawing No
Fixings	Fixings	Bapp Industrial Supplies LTD	Prospect Close, Lowmoor Business Park Kirby	01162 841888	Various Areas
Fixings	Fixings	DFS Fixings	Foundry Square, Belgrave Gate, Leicester, LE1 3WU	0116 2669 235	Various Areas
Fixings & Resin	Fixings	Elite Sourcing Solutions LTD	Unit 75, The Burrows, East Goscote Industrial Estate, East Goscote, Leicestershire, LE7 3XD	01530 814761	Various Areas
Galvanizing	Galvanizing	East Anglian Galvanizing LTD	Old North Road, Sawtry, Cambridgeshire PE28 5XN	01487 833160	Various Areas
GRP Gratings	GRP	Dura Ccomposites Ltd	Unit 14, Telford Road, Clacton On Sea, Essex, CO15 4LP	01255 423 601	Various Areas
Mild Steel Sections	Steel	AJN Steelstock LTD	Icknield Way, kentford, Newmarket, Suffolk, CB8 7QT	01922 711611	Various Areas
Mild Steel Sections	Steel	Hall & Pickles	Monmore Business Park, Dixon Street, Wolverhampton, WV2 2BT	01625 878787	Various Areas
Mild Steel Sections	Steel	Newark Steel	Sylvan Way, Off the Old Great North Road, Balderton, Newark, NG24 3UT	01636 594445	Various Areas
Painting Contractor	Painting	M&G Chantrell	Flash Farm Coventry Road, Narborough Leicester, LE19 2GJ	07977 355617	Various Areas
Powdercoating	Powdercoating	LPE Group	Unit 7, Lakeside Business Park, Pinfold Road, Thurmaston Leicester, LE4 8AS	0116 2697291	Various Areas
Powdercoating	Powdercoating	Omnikote Limited	Chameberlain Road, Aylesbury, Bucks, HP19 8DY	01296 483 266	Various Areas
Stainless Balustrade Fittings	Stainless Fittings & Aluminum Channel	Fastec Handrail systems Ltd	Fastec Handrail Systems Ltd Barrett House. Cutler Heights Lane Dudley Hill Bradford, BD4 9HU	01274 474330	Various Areas
Stainless Balustrade Fittings	Stainless Fittings & Aluminum Channel	Q-Railing LTD	Unit 707, Centre 500, Lowfield Drive, Wolstanton, Newcastle, ST5 0UU	0800 781 4245	Various Areas
Stainless Steel	Stainless Steel	Leengate Metal Supplies	Redfield Road, NG7 2UJ	0115 9862202	Various Areas
Stainless Steel	Stainless Steel	Richard Austin Alloys	Pilgrims Walk, Prologis Park, Coventry, CV6 4QG	02476 339190	Various Areas
Steel Plate	Steel	Group 1 Steel Ltd	The Gas Works, Doyle Street, Goole, DN14 5YP	01405 819 660	Various Areas
Steel Plate	Steel	John Tainton	Frederick Road, Hoo Farm Industrial Estate, Kidderminster, Worcestershire, DY11 7RA	01562 740 477	Various Areas
Steel Plate	Steel	M. Brittain (York) LTD	Fulford Industrial Estate, Fulford Road, York, YO10 4FZ	01904 636021	Various Areas

Steel Plate	Steel	Meridian Steel Limited	Meridian House, Grazebrook Industrial Park, Peartree Lane, Dudley, DY2 0XW	01384 250 665	Various Areas
Steel Products	Steel Products	F.H Brundle Midlands	Condor Road Quarry Hill Industrial Estate, Llkeston DE7 4RE	0115 9302070	Various Areas
Steel Profiles	Steel	Eggleston Steel	Centuion Way Business Park, Alfreton Road, Derby, Derbyshire, DE21 4AY	01332 341536	Various Areas
Steel profiles	Steel	FC Laser	20 Victoria Road, Draycott, Derbyshire, DE72 3PS	0115 944 3428	Various Areas



3. Manufacturers Information



4.0 RESIDUAL RISKS / HAZARDS

APPROPRIATE SAFETY PRECAUTIONS SHOULD BE UNDERTAKEN WHEN POTENTIAL RISKS AND HAZARDS MAY OCCUR DUE TO DAMAGE / BREAKAGE OF ITEMS SUPPLIED AND FITTED BY MQM LTD. ALL WORKS SHOULD BE ASSESSED AND A SAFE SYSTEM OF WORK AND RISK ASSESSMENT SHOULD BE PRODUCED PRIOR TO FURTHER WORKS TAKING PLACE. PRIOR TO REPAIR AS BUILT DRAWINGS MUST BE REVIEWED TO ASSESS CONSTRUCTION PROCESS AS HIDDEN COMPONENTS MAY BE AFFECTED WHEN REPLACING A DAMAGED OR BROKEN COMPONENT. MQM CAN/SHOULD BE CONTACTED FOR ADVISE PRIOR TO ANY REMEDIAL WORKS ARE CARRIED OUT RELATING TO ITEMS INSTALLED BY MQM LTD

IF WORKS ARE UNDERTAKEN TO REPLACE / REPAIR DAMAGED ,FAULTY OR BROKEN MATERIALS WITHOUT THE KNOWLEDGE/ADVISE OF MQM Ltd IT IS THE RESPONSIBILITY OF THE CLIENT / CUSTOMER TO ENSURE THAT ALL MATERIALS ARE SUPPLIED AND INSTALLED AS PER THE CONSTRUCTION SPECIFICATION .

Residual Hazard	Location	Comment
Working at Height	Site Wide	<p>Ensure operative tasks to carryout works has suitable safe access to the work area .</p> <p>If MEWPS are required ensure operatives are sufficiently trained on types of MEWPS being supplied.</p> <p>If Mobile Aluminium Scaffold Towers are required ensure operatives are sufficiently trained on the erection and use of the equipment</p> <p>A SSoW (Safe System of Work) must be developed prior to works commencing</p> <p>Ensure that the area where works are being carried out client cordons the area off to others not involved in the repair operation.</p>

Collapse of Structure / Further Damage of Component	Site Wide	<p>In the event that components require replacement as built drawings are to be referenced ,as to establish construction.</p> <p>It is recommended that the Clients Principle Contractor is notified of any damage prior to repair works being carried out.</p> <p>Ensure that the area where works are being carried out client cordons the area off to others not involved in the repair operation.</p>
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4. As Built Drawings

N/A





5. Testing & Commissioning Results and Certificates





Architectural Metalwork • Structural Steelwork • Steel Fabrications • Design • Manufacture • Installation

Declaration of Performance

All MQM Ltd projects are identified by unique contract number which is clearly displayed on all CE Marked documentation supplied with delivery documentation.

Client	Winvic Construction Ltd
Contract	Panattoni, Poyle
Job number	6126: Stair, Retaining Wall & Plant Void Balustrade, Secondary Steel & Ladders
Intended Use	Fabricated Structural Steel components produced for use in steel structure's where components are made from hot rolled or cold rolled sections and profiles, flat bars, plates, sheets and assorted steel. Made in accordance with the Harmonised technical Specifications listed, in various grades of material with as indicated below.
Manufacture	MQM Ltd, Unit 7 Euston Street, Oakhill Ind Est, Freemans Common, Leicester, LE2 7ST
System of assessment and verification constancy	System 2+
Notified Body	BSI
Notified Body Number	(No. 0086)

BSI has performed an initial inspection of the manufacturing plant and factory product control Process and have issued Factory Production Control Certification 0086 - CPR - 764869. BSI will also carry out an on-going programme of surveillance assessment and evaluation of the factory production control to ensure continued compliance.

Essential Characteristics	Performance	Harmonised Technical Specification	
Tolerances on geometrical data	EN 1090-2:2018 + A1:2011 Essential Tolerances	EN1090-1:2009 + A1:2011	
Weldability	Material		
	S275JR to EN 10025-2:2004		
	S275J2 to EN 10025-2:2004		
	S355JR to EN 10025-2:2004		
	S355J0 to EN 10025-2:2004		
	S355J2 to EN 10025-2:2004		
Fracture Toughness	S355J2W to EN 10025-2:2004		
	Material		Fracture Toughness
	S275JR		≥27j @ 20 deg. C
	S275J2		≥27j @ -20 deg. C
	S355JR		≥27j @ 20 deg. C
	S355J0		≥27j @ 0 deg. C
Load Bearing Capacity	S355J2		≥27j @ -20 deg. C
	S355J2W		≥27j @ -20 deg. C
Fatigue Strength	NPD		
Resistance to Fire	NPD		
Reaction to Fire	Class A1 (Steel Only)		
Release to Cadmium and its compounds	NPD		
Radioactivity	NPD		
Manufacturing	EXC 2 (BS EN1090-2:2018)		
Durability	Prepared and painted / Galvanised / Powder Coated in accordance with Engineers & Contract specification.		
Design	Full Design		

These characteristics should be in accordance with the contract specification.

The performance of the product identified above is in conformity with the declared performance identified in the table



CPR - 764869

Signed on Behalf of MQM LTD	ANDREW OSWALD Managing Director	Date of issue
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MQM LTD. Unit 7 Euston Street, Oakhill Trading Estate, Freemans Common, Leicester. LE2 7ST
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6. Operation

N/A





7. Maintenance Procedures and Planned Maintenance



3.0	MAINTENANCE / CLEANING DETAILS	
ITEM	DESCRIPTION OF ITEM & FINISHES APPLIED	MAINTENANCE / CLEANING REGIME In rural and urban environments (C1 –C3) the products should be visually inspected
<p>The vast majority of MQM Ltd supplied products have no specific operating instructions once they have been installed. However, there is a need for certain Health and Safety notes to be considered at all times during their use and ongoing maintenance. These being:</p> <p>When routine maintenance is being undertaken there is a requirement for the customer to observe the required Health & Safety information for the materials / products being used. MQM Ltd identify that:- It is the Customer's responsibility to ensure that full care, responsibility, correct operation, cleaning and general maintenance and the product use are adhered to at all times.</p> <p>MQM Ltd cannot accept any responsibility for any damage or injury to persons or property as a result of not working in a safe and proper manner.</p> <p>To maximise life expectancy the products (where they are exposed or visible) they should be visually inspected on a regular basis for any signs of damage, reduction in performance (telescopic products), vandalism, breakdown of surface finish, build-up of salt, dirt or atmospheric residue, and loose fixings.</p> <p>During these inspections, should any concerns be noted, then the Customer's attention is brought to the following pages whereby suitable maintenance and repair methods are described for the various materials used.</p> <p>In the event of serious damage to any main component then MQM LTD should be contacted immediately for detailed technical advice.</p> <p>In addition to the visual inspection, a regular cleaning regime is also required.</p> <p>The required frequency of visual inspection and cleaning will be dependent on the environment in which the product is situated:</p> <p><i>In rural and urban environments (C1 – C3) the products should be visually inspected monthly, and cleaned every 3 months. In harsh industrial or coastal environments (C4, C5-I, C5-M), where the products may come into contact with concentrated atmospheric pollutants (chemical, marine), the visual inspection frequency should be increased to weekly, and the cleaning frequency increased to monthly (or as required).</i></p> <p><i>Note – this document is not designed to be exhaustive and extensive in the exacting requirements of every case. If you consider your cleaning or repair circumstances to be outside of the scope of this document, then please contact MQM Ltd and we will be happy to help you. You can start cleaning at the time the products are installed, ensuring that construction materials such as concrete, plaster and paint splashes are removed before they have a chance to dry.</i></p> <p>All cleaning and maintenance should be recorded, detailing the method of cleaning, what products have been used, and what repair work has been undertaken on products supplied. In the case of a warranty claim against MQM Ltd this information will be requested in all cases.</p>		
STEEL PRODUCTS:	GALVANISED STEELWORK	<p>At the time of installation the appearance will be shiny but over time the natural finish will be a dull grey colour.</p> <p>We suggest a monthly cleaning regime of the following:</p> <p>A low pressure water wash e.g hose pipe. A soft brush with warm soapy water to remove any surface dirt. No abrasive cleaners to be used as this will compromise the protective surface.</p> <p>Galvanizing has the ability to “self-heal” any minor knocks or scratches. However, there will be occasions whereby the coating has been damaged to base steel at a size that will not allow for self-healing. Based on this there are several proprietary repair paints on the market. So where the surface has been damaged we have found the use of Galvafruid to be brushed on should give a satisfactory repair. Before applying Galvafruid where rust is present then the area should be wire brushed and sanded back to a bright steel surface. A build-up of coating thickness on the renovated areas</p>

<p>TIP of the week –</p> <p>Keep it clean! A quick once over with some warm soapy water and a quick rinse every few weeks will save hours of elbow grease if you leave it too long.</p>		should be at least 100 microns.
	PRIMED STEELWORK	<p>Periodic Washing down with warm soapy water and soft non-abrasive cloth. Mild detergent may be used. Rinsed with clean water first with a low pressure car wash / hosepipe. Ensure standing water is dried with a chamois from steelwork. Any exposed steelwork should be sanded down and primer paint can be re-applied. <i>At no time during the cleaning process is it advisable for any abrasive cleaners to be used.</i></p>
	POLYESTER POWDER COATED STEELS	<p>We suggest a weekly cleaning regime of the following: Washing down with warm soapy water or car wash and wax system and soft non-abrasive cloth. Rinsed with clean water with hosepipe. Ensure standing water is dried with a chamois from steelwork. Any exposed steelwork should be sanded down and can be sprayed over with an aerosol can. To enhance the appearance of the powder coating, an annual treatment with car wax would be acceptable, but not considered mandatory. Where Graffiti is present, then it is recommended that no solvent cleaners are used in an attempt to remove it. The method of removal should be with the use of either a car 'T-Cutting' compound or through a specialist cleaner. This should be tested on a small, inconspicuous area first to assess its efficiency. Where small repairs to the powder coat surface are required, then the following should be adhered to as a minimum: For light scratches / chips where the base metal is exposed then a suitable zinc-rich primer should be carefully applied to the defect, followed by a topcoat finish of a matching acrylic based paint or touch up. For larger areas of damage, vandalism or coating breakdown, then a painting contractor should be contacted for technical advice. <i>At no time during the cleaning process is it advisable for any abrasive cleaners or solvents to be used.</i></p>
STAINLESS STEEL (Grades 316 & 304) & ALL STAINLESS PRODUCTS	<p>All Stainless steel is not maintenance free, however it is easy to maintain. Please clean your product regularly to maintain original appearance and prevent tarnishing. Advice is often sought concerning the frequency of cleaning stainless steel and the answer is quite simple: "clean the metal when it is dirty in order to restore its original appearance". This may vary from one to four times a year for external applications. <u>Routine Cleaning:</u> On a weekly basis; - Soap or a Mild Detergent in warm water and Soft Cloth or chamois leather. After cleaning a clear water rinse is required before wiping dry of the Stainless Steel with a soft non-abrasive cloth. For grained finishes always clean in direction of grain. <u>For stubborn marks:</u> (fingerprints oil and grease marks) Use proprietary stainless steel cleaner alternative organic solvent (eg Alcohol or Acetone). Clean afterwards with soap and water. Rinse with clean water, wipe dry with non-abrasive cloth. On brushed (satin) finishes, nylon abrasive blocks may be used to remove minor surface imperfections, ground in dirt and scratches. These blocks are flexible and are impregnated with grit. Note – they must always be used in the same direction as the original polishing marks. <u>Discolouration and localised rust tanning:</u> If the procedure used for stubborn marks as not worked the use of Mild non-abrasive cleaning</p>	

		<p>solutions (Flash Multi surface cleaner) or creams like Jif could be used. Making sure products are rinsed well with clean water, wipe dry with a non-abrasive cloth.</p> <p><i>(Atmospheric deposits, sulphurous acids, carbon dioxide and other chemicals in the air will discolour and tarnish stainless steel over a period of time and cause corrosion. Regular maintenance prevents atmospheric deposits building up and attacking the metal).</i></p>
GRP Products	<u>GRP Grating</u>	<p>Due to the robust nature of products, the surface finish on these products will remain flawless for periods in excess of 25 years with the exception of some minor discolouration from the environmental conditions. The only threat to the surface finish will come from damage as a result of chemical or mechanical intervention.</p> <p>We suggest a half yearly cleaning regime of the following:</p> <p>Periodic Washing down with warm water and soft non abrasive cloth. Mild Detergent (ammonia free) may be used. Ensure standing water is dried off. Check all aspects of the product externally for damage and, where deemed necessary, the affected parts should be replaced.</p>
Fixings	Fixings	<p>All fixings should be checked and maintained on a quarterly basis making sure they are secure and not tampered with. In the event that they have come loose, then they should be tightened up to a point whereby there is no movement in parts being fastened.</p>



8. Spares Information

N/A





9. Guarantees and Warranties

N/A





10. Replacement Strategy

N/A





11. Demolition Decommissioning or Disposal



5.0 MODIFICATION / DISPOSAL INSTRUCTIONS

NO MODIFICATIONS ARE TO BE CARRIED OUT TO ANY MATERIALS SUPPLIED AND FITTED BY MQM Ltd WITHOUT THE PRIOR APPROVAL OF MQM LTD.

FAILURE TO GAIN CONSENT MAY RESULT IN DESIGN WARRANTIES BECOMING VOID.

NO ITEM SUPPLIED AND FITTED BY MQM Ltd SHOULD BE REMOVED OR DISPOSED OF WITHOUT NOTIFICATION FROM MQM Ltd OR QUALIFIED STRUCTURAL ENGINEER. AS STRUCTURAL INTEGRITY MAY BE COMPROMISED .

PRIOR TO ANY AGREED MODIFICATIONS OR DISMANTLING AS BUILT DRAWINGS MUST BE REVIEWED TO ASSESS CONSTRUCTION PROCESS AS HIDDEN COMPONENTS MAY BE AFFECTED WHEN MODIFICATIONS ARE TO BE MADE.

MQM CAN/SHOULD BE CONTACTED FOR ADVISE PRIOR TO ANY MODIFICATION WORKS ARE CARRIED OUT RELATING TO ITEMS INSTALLED BY MQM Ltd .ALTERNATIVELY THE CLIENT / CUSTOMER MUST OBTAIN CONFIRMATION THAT ALTERATIONS ARE ACCEPTABLE FROM QUALIFIED STRUCTURAL ENGINEER

IF MODIFICATIONS OR DISPOSAL OF MATERIALS HAVE TAKEN PLACE THEN A FULL DESCRIPTION IS TO BE RECORDED BELOW

Description of works		
Date works carried out		
Works Instructed By (Print Name and Signature)		
Works Carried out by (Company Name and Address)		
Works Checked and Signed off by (Print Name and Signature)		