



CLARION
HOUSING

Communal Heating Scope/Spec

Scope

Contract Intention

The object of the Contract is to place with the Contractor the sole responsibility for the satisfactory operation of the communal rooms. This will include all gas, heating and all associated mechanical services and distribution systems for the duration of the Contract. This will be achieved through regular scheduled visits to inspect and service the plant and for the repair or replacement of items of plant as instructed by the Contract Administrator and required by the Contract.

The Contractor shall provide a 24-hour, 365 days per year (366 for a leap year) fully inclusive breakdown service for the Contract Period to allow for breakdown or malfunction of any appliance, system and/or component part of an appliance or system and the replacement of any components or system parts specified.

The Contractor will be responsible, following any Servicing Visit or call out for keeping log books current and immediately informing the Contract Administrator in writing of any items of maintenance, repair or replacement considered necessary to ensure safe operation, maximum efficiency, and continuity of mechanical services. Any recommendations for upgrade works should be logged and forwarded to the Contract Administrator for consideration.

All Works shall be completed in line with any and all relevant regulation and the Contractor must adhere to the Employer's Health and Safety Policy *Appendix 3* at all times.

Any gas repair records should record details of any safety checks carried out to comply with all applicable legislation including Regulation 26.9 of the GSIUR.

Communications

The Contractor will take account of cultural and other diverse issues and where identified that Tenants do not have English as their first language will be able to provide correspondence as appropriate

The Contractor shall when delivering the service or dealing with the concerns of the vulnerable, elderly and infirm and where necessary will for identification and assurance purposes agree a unique and secure password that will be used for communicating with Tenants in order to gain access to the Property.

The Contractor shall respond to all email communication from the Contract Administrator within 24 hours.

The Contractor shall respond to all telephone communication from the Contract Administrator within the same Business Day.

Registration Training and Qualifications

All Works shall as a minimum be carried out in accordance with gas related British Standards and Codes of Practice, or equivalent ISO or EN/EU Standard, current at the time, or as amended throughout the life of the Contract.

The Contractor:

Shall for the duration of this Contract, be enrolled on the Register maintained by Gas Safe Register, or be a member of a Class of Persons approved by the Health and Safety Executive, pursuant to the GSIUR current at the time, or such other Regulations as shall succeed and replace the Regulations at the time.

Shall also ensure that all employees employed upon the Works to undertake Works (as defined in the Regulations) in connection with boilers, appliances and gas systems connected to a live gas supply, shall also for the duration of the Contract, be enrolled on the Register.

Shall therefore ensure that all of his employees employed upon the Works shall be properly trained, qualified and competent to undertake all Works set by the Contractor and at all times be qualified in accordance with the ACS (Accredited Certification Scheme) or equivalent S/NVQ qualification.

Shall ensure that only operatives and Subcontractors that have Accredited Certification Scheme (ACS) qualifications in the category of type of appliance being serviced or maintained carry out such service or maintenance Works.

Shall provide to the Employer details of all operatives and Subcontractors qualifications (appropriate to the Works to be undertaken i.e. HETAS, OFTEC, and NICEIC etc.) before the commencement of the Contract Period.

Shall provide monthly updates to such information noted in the above bullet on a spreadsheet including in relation to all new starters to the Employer.

Ensure training is maintained so that it complies with all relevant Health and Safety Law.

Shall provide the Employer with a detailed training schedule at the beginning of the Contract Period and further updated training schedule quarterly. The Contract Administrator will reserve the right to view the training schedule at any time.

The Contractor shall provide the Employer with copies of all Engineers and Subcontractors accreditations i.e. Gas Safe cards front and back of cards, and details of relevant ACS qualifications before any Work is carried out on Site. Copies of all accreditations must be sent through to the Employer on renewal and/or before any engineers commence Work on the Properties.

In the event that the Contractor and Subcontractors Register enrolment or NICEIC or ECA equal and approved body registration becomes suspended or withdrawn or has conditions attached entailing the suspension of certain categories of task or operatives for whatever reason, the Contractor;

shall immediately notify the Contract Administrator in writing giving full details of the reasons for such and the proposed or intended action and time-scale for gaining reinstatement of its registration(s);

shall with immediate effect from the date of suspension or withdrawal of its registration(s) and until reinstatement, subject to approval of the Contract Administrator, be required to employ on a sub-contract basis a suitable registered Subcontractor to undertake the Works.