

BASEMENT WORK QUESTIONNAIRE

Please give details of all structural basement contracts in the last 6 years or expected in the next 12 months, continuing on a separate sheet if necessary

Dates Start-End	Location	Contract value	Fees to your firm	(a) New build property (b) New basement under existing property (c) Extension to existing basement	Services provided by you	Do you have contractual responsibility for site supervision, sign off or contract administration?	Are you responsible for specification of waterproofing/damp proofing?	Are the contractors & specialist consultants directly appointed/ selected by your client/employer?
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
						Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
OR No involvement with structural basements, please tick here								

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SWIMMING POOL WORK QUESTIONNAIRE

Please give details of all swimming pool contracts in the last 6 years or expected in the next 12 months, continuing on a separate sheet if necessary

Dates Start-End	Location	Contract value	Fees to your firm	Services provided by you	Do you have any involvement with the structural design of the pool?	Do you have contractual responsibility for site supervision, sign off or certification of works?	Are you involved with the ventilation of pool rooms/areas &/or filtration systems	Has a specialist pool contractor with adequate insurance been employed directly by the client/employer?
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
					Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
OR No involvement with swimming pools, please tick here								

CLADDING & FACADE QUESTIONNAIRE

1. Do you undertake surveys on building over 18m?		YES ☐	NO ☐
If Yes, please give details			
2. Do you manage any properties over 18m?		YES ☐	NO ☐
If Yes, please give details			
3. Do you undertake external wall fire reviews / EWS-1 forms?		YES ☐	NO ☐
If YES, please confirm annual fees from these activities for -			
last year:	£		
current year:	£		
estimated for next year:	£		
4 (a) Have you been involved in any projects where any type of cladding, façade system or curtain walling has been used?		YES ☐	NO ☐
(b) Do you expect to be involved with any projects where cladding, façade systems or curtain walling will be used?		YES ☐	NO ☐
<i>If NO to both 4a and 4b, please move on to Fire Protection Questionnaire, If YES to either 4a or 4b, please continue</i>			
5. Are all materials used compliant with current building regulations?		YES ☐	NO ☐
6. On the following sheet, please give details of all the cladding / façade / curtain walling contracts you have been involved with in the last 6 years or expect to be in the next 12 months, continuing on a separate sheet if necessary:			
- Over £2 million contract value &/or - On a building over 18 metres high &/or - On a building over 5 storeys high &/or - Involving ACM/P (aluminium composite materials/panels), HPL (high pressure laminates) or involving any cladding system with a fire rating of less than A2			

CLADDING & FACADE QUESTIONNAIRE

Contract Details & Dates	Services Provided	Total Contract Value	Own Contract Value & Fee	Building Height	No. of Storeys	Type of Cladding including fire rating	Building Use	Were you responsible for the selection, specification, approval, testing, certifying or design of cladding or design of fixings?
								Yes ☐ No ☐ If YES, was this subcontracted out? Yes ☐ No ☐
								Yes ☐ No ☐ If YES, was this subcontracted out? Yes ☐ No ☐
								Yes ☐ No ☐ If YES, was this subcontracted out? Yes ☐ No ☐
								Yes ☐ No ☐ If YES, was this subcontracted out? Yes ☐ No ☐
								Yes ☐ No ☐ If YES, was this subcontracted out? Yes ☐ No ☐
								Yes ☐ No ☐ If YES, was this subcontracted out? Yes ☐ No ☐
								Yes ☐ No ☐ If YES, was this subcontracted out? Yes ☐ No ☐
								Yes ☐ No ☐ If YES, was this subcontracted out? Yes ☐ No ☐

FIRE PROTECTION QUESTIONNAIRE

1. Do you require cover for fire safety / fire protection? If 'Yes', please answer the below questions. If 'No' no further action required.				Yes ☐ / No ☐
2. Do you currently have cover for fire safety under your Professional Indemnity Insurance Policy?				Yes ☐ / No ☐
If yes, please confirm the following applicable to this cover:		Limit of indemnity	£	Retro Date
3. In relation to United Kingdom contracts only, are designs always sent to Building Control for approval prior to works commencing?				Yes ☐ / No ☐ / N/A ☐
4. Are Fire Safety Certificates obtained in the Republic of Ireland from the relevant local authority prior to works commencing?				Yes ☐ / No ☐ / N/A ☐
5. In the Republic of Ireland are designs issued to the Designer Certifier or Assigned Certifier firm appointed under the Building Control Amendment Regulations of 2014 (BCAR) for approval and upload both (a) prior to works commencing and (b) at practical completion and prior to occupation?				Yes ☐ / No ☐ / N/A ☐
6. Do you ensure that sufficient steps are taken by you to ensure that the fire protections specified in the designs are installed/constructed per the approved designs?				Yes ☐ / No ☐
7. Are the steps/processes in answer to Question 6 above fully documented in writing?				Yes ☐ / No ☐
8. In the 10 years prior to renewal have you been involved with contracts in respect of multiple occupancy residential and/or mixed use development and/or public buildings and/or any buildings in excess of 18m in height?				Yes ☐ / No ☐

9. If answer to Question 8 is yes, in respect of these contracts, please enter the rough percentage of projects where each of the following apply:	You appoint Fire Safety Engineers	%
	Fire Safety Engineers are appointed by others	%
	You appoint specialist cladding consultants / designers	%
	Specialist cladding consultants / designers are appointed by others	%
	You undertake cladding design / specification / certification in house	%

10. If you are involved with any fire related activities, please specify the % of your whole professional business split (this does not need to total 100%):	Fire Risk Assessment - Desktop	%
	Fire Risk Assessment – On Site	%
	Design Passive Fire Protection	%
	Design Active Fire Protection	%
	Emergency Lighting or Signage	%
	Fire Investigations	%
	CFD modelling / Smoke Control and Venting	%
	Evacuation Design	%
	Feasibility Studies	%
	Fire Strategies	%
	Fire Safety Consultancy or Training	%
	Other – please give details	%

Name of firm:		Date completed:	
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