

# PAS 64 - DAMAGE MANAGEMENT CONTRACTOR - CHECKLIST

Date	Task		YES	NO	N/A	SCORE
	Timely attendance from original instruction	At start				
	Provision of Company details and contacts etc	At start				
	Provision of PAS 64 information	At start				
	Provision of a health / decontamination risk assessment, score and recommendations	At start				
	Provision of surface cleaning / hygiene program if appropriate to incident	At start				
	<b>A:</b> Provision of standard pricelists	Score either A or B				
	<b>B:</b> Provision of written estimate					
	Provision of overview report	At start				
	Information on stripout of structural materials or vapour barriers <b>VERBAL OR WRITTEN OK</b>	At start				
	Cost comparison if appropriate - to determine the most cost effective drying regime - to include the electrical running cost of the program	ASAP To validate program				
	Provision of meaningful monitoring program to include where appropriate methods from (C - J) below	As drying commences				
	<b>C:</b> Electrical moisture meter for relative scale moisture readings and comparison	Ongoing				
	<b>D:</b> In depth ERH measurement for components such as brick, block, concrete.	Ongoing				
	<b>E:</b> Surface ERH measurements for components such as brick, block and concrete	Ongoing				
	<b>F:</b> Calcium Carbide AMC measurements for components such as brick, block and concrete	Final testing				
	<b>G:</b> Environmental conditions measurement & record	Ongoing				
	<b>H:</b> Salts testing if inherent damp suspected.	If inherent damp suspected				
	<b>I:</b> Thermal imaging scan if appropriate	As needed				
	<b>J:</b> Remote recording of components from c,d,e,g	If deemed appropriate				
	Provision of drying certificate with verification record	After completion				
	Weekly visits to monitor unless remote monitoring used	Ongoing				
	Installation of air quality control program if appropriate	As soon as				
	Provision of air quality monitoring program if appropriate	As soon as				
	Provision of air quality certificate and verification record	After completion				
	Provision of hygiene certificate if appropriate with verification record	After completion				
	Inspection to confirm no visible mould proliferation	After planned decontamination				
	Regular updates on progress	Ongoing				
	Power usage estimate or meter readings recorded	At time of invoice				
	Removal of all waste availability of waste transfer notes	On demand				
	Provision of comprehensive job sheets and hire record.	On demand				
	Provision of transparent invoice calculation breaking down all component parts to be totalled on the invoice	With invoice				
<b>GUIDE: SCORE TOTAL: LESS THAN 62 - GOOD STANDARD OF SERVICE</b> <b>ABOVE 62 - REQUEST EXPLANATION &amp; ADDITIONAL PROTOCOLS</b>			<b>TOTAL SCORE</b>			