

TECHNICAL SPECIFICATIONS

A. "CIVIL WORKS"

**REHABILITATION OF TSORE-OSS & SHAMBOLA
-OSS CENTERS IN BENISHANGUL GUMZ,
ETHIOPIA**

MARCH 2021

1. GENERAL

1.1 Background

UNHCR, the UN Refugee Agency, together with UNICEF, Vital Events Registration Agency (VERA) and the Agency for Refugees and Returnees Affairs (ARRA) has identified 27 centres to establish One-Stop-Shop (OSS) Registration Model located at different parts of the country; where the refugees can access services such as the registration of births, marriages, divorces, and deaths and receive protection referrals and civil documentation. These services will also be available to people from the local communities surrounding the camp. The establishment of the UNHCR centres, also known as a One-Stop-Shop (OSS), marks the beginning of a process that will lead to a government-owned digitalized and harmonized model for refugees' assistance that will also serve local communities. The initiative is in line with the Global Compact on Refugees which promotes the provision of common services and infrastructure for both refugees and local communities.

Ser. No	UNHCR Sub-Office	Refugee Camp/Site	GPS Coordinates (One - Stop Shop registration center)
1	Shire	Mai-Aini Camp	13°39'28.4 'N 38 °09 '26.86 'E
2		Adi Harush Camp	13°58'85.9 'N 38 °13 '30.42 'E
3		Shimelba Camp	14°10 '25.0 'N 37°43 '17.3 'E
4		Hitsats Camp	14°06 '14.2 'N 37°57 '41.6 'E
5		Aysaita Camp	13°58'85.9 'N 38 °13 '30.42 'E
6		Barahle Camp	13°58'85.9 'N 38 °13 '30.42 'E
7	Gambella	Pugnido Camp (Nuer Site)	7°42'78.8" N, 34°14'94.7" E
8		Pugnido Camp (Agnuak)	7°38'99.6" N, 34°16'0.34" E
9		Kule Camp	8.284897 N, 34.25206 E
10		Jewi Camp	8.145354 N, 34.711963 E
11		Okugo Camp	6.494384 N, 35.128506 E
12		Tierkidi Camp	8.275372 N, 34.274078 E
13		Pugnido II Camp	7°42'19.8"N, 34°14'43.9" E
14		NGUENYYIEL Camp	8.303518 N, 34.324561 E
15	Asosa	Sherkole Camp	N 10.371960, E 034.611790
16		Bambasi Camp	N 09.778400, E 034.779110
17		Tongo Camp	N 09.380600, E 034.421350
18		Tsore Camp	N 10.2374080, E 034.6116290
19		Gure-Shembola Camp	N 09.524010, E 034.496870
20	Jigjiga	Kebribeyah Camp	9.091817 N, 43.176103 E
21		Aw-barre Camp	9.788279 N, 43.232779 E
22		Sheder Camp	9.699634 N, 43.132174 E
23	Melkadida	Bokolmany Camp	4.541028 N, 41.533141 E
24		Melkadida Camp	4.522819 N, 41.723127 E
25		Kobe Camp	4.480976 N, 41.748822 E
26		Hilaweyn Camp	4.363201 N, 41.863665 E
27		Buramino Camp	4.301314 N, 41.914823 E

Table-1: List of OSS Sites for Rehabilitation/ Construction

Given the context described above, UNHCR embarked on the construction of OSS registration facilities in all refugee camps. In 2018, UNHCR funded the construction of 16 OSS structures with the aim to have

functional infrastructures at the end of 2018. Currently the construction of 16 OSS centres that include facilities such as registration offices, waiting area, reception, archives, litigation/protection room, and server room including toilets have not been fully completed. 11 further OSS facilities are under preparation to start construction very soon. There exists the need to rehabilitate and complete these facilities to the required standard and allow the next phase of the registration process to commence soon.

Among the 27 OSS selected sites, this tender would specifically refer to the rehabilitation and completion of the two sites in Benishanful Gumz Region: Namely; Tsore Refugee Camp and Gure Shembola Refugee Camp.

1.2 Project Objectives

Full implementation of the “One-Stop-Shop Registration Model” aimed at integrating all services for refugees into one physical place, so that the refugees are not required to go to different places to get the services. The objective is to have ARRA and UNHCR registration, protection, VERA and other services in the same location in the camps. One-Stop-Shop Registration Model foresees immediate issuance of Proof of registration, Refugee ID card, and vital events registration (civil registration) to the refugees. The OSS will be organized to provide the following services:

- Self-service booth for easy refugee services access;
- Virtual Classrooms;
- CVRS (Birth certificate, marriage certificate, etc.)
- Booking and Complaint System;
- Refugee Presence Monitoring System;
- Registration;
- Interagency Referral;
- Counselling/Protection;
- Other.

1.3 Scope of Works

The work includes the rehabilitation of a One-Stop Shop (OSS) Registration Model, staff and guest toilets in Tsore Refugee Camp and Gure Shembola Refugee Camp both located in Benishangul-Gumuz Region, Ethiopia.

a) Tsore OSS Center

Buildings: The infrastructure facilities of Tsore OSS center, located in Benishangul Gumuz Region is literally complete and under preparation to start the intended services soon. The overall construction of the existing building is completed in fair condition that require minor rehabilitation for a full-fledged and standard operations. The substructure is made of Strip masonry wall constructed from stones is foundation system for all the buildings that include the Model, staff and guest toilets. The existing masonry foundation wall is observed structurally intact. No settlement is seen and joints are almost with no major crack. Type, size, pattern of masonry works is in fair condition. The exposed part of the masonry wall is pointed with cement sand mortar. The height of the masonry wall is 50cm above NGL on average. The level of the ground floor and the site is well coordinated which resulted with minimum slope of Ramps at the entrance and sufficient height of the ground floor to protect rain water from entering into the rooms. Additionally, there is reinforced concrete grade beam around the buildings with no crack and deflection.

Super structural elements constructed from reinforced concrete columns to support loads from roof and transfer to the ground. The columns at the veranda are straight with no major alignment problems. Conventional truss systems which are made of eucalyptus are used to support the roof cover. Both external and internal walls are constructed from ordinary hollow concrete blocks. All internal walls are plastered and painted in fair condition. External wall surface for the registration center is plastered with cement-sand mortar and rendered and the wall at verandah is cement plastered and painted. Toilet external wall surfaces are cement plastered and rendered with cement-sand mortar. Additionally, exposed beams and columns frames are cement plastered and painted.



Tsore OSS Model and Toilet Buildings Respectively

The entire floor finish is cement screed; whereas, toilet floors are finished with ceramic floor tile. The quality of workmanship for the finished level of the ground is fair. Some irregularities and waviness is seen in almost every floor of the rooms. Chip wood ceiling is fixed in the internal rooms as well as at the verandah. The chip wood ceiling is painted but there is a sign of leakage in some of the rooms. The roof cover to be inspected for water leakage as this was visible on the ceiling during the inspection.

Windows are made from LTZ metal profile, painted with anti-Rust and Gray Plastic Paint. All window and doors are glazed with 5mm thick clear glass including metal guard rails. External and internal doors are also made from LTZ metal profile and a ribbed metal sheet plate welded on the frames.

Roof cover of Corrugated iron sheet is fixed over the eucalyptus wooden truss system. The CIS sheet is painted red in color. No Galvanized metal sheet gutter and PVC downpipes are fixed for the registration center. Also No gutter & down pipes are fixed for the toilet blocks. There is concrete pavement around the blocks. However, the side ditches are blocked due to debris and fallen Tree leaves and branches. Additionally, the storm water drainage system has not been properly captured and directed. A ramp is constructed at the registration center. The width of the ramp is sufficient enough for the movement of walking and PWD wheel chairs. The toilets can also be accessed from by PWD.

PPR pipes with Tap are installed at the water closet (WC) and hand wash (HW) basin but there is no supply of water because the system is not connected to main water lines. No elevated water tanker installed. Consequently, the whole system can't be inspected. Type and pattern of laying of ceramic wall and floor tiles at the toilet is generally fair.

A 3mx6m septic tank has been constructed. Waste water is collected through the buried pipe and collected into the septic tank. There are manholes with covers near the toilets. The compound is well kept of greenery keeps all the storm water, but the storm water needs proper collection or soak away pit.

Fans and their switches are installed in all room at the registration center. Every room is supplied with one light point except for the corridor where there are three light points at one of the corridor with their light fittings. There are socket out lets with proper covered, some of them are not properly fixed on the standard height. Testing and inspection was done and most of them work properly. There is neither generator nor grid system in the OSS compound for power supply. Currently they are using UNHCR's office Generator as a power source. Fire alarm /smoke detectors are not installed at all and no firefighting system exists

External Facilities: No interior walkways, parking and circulation for Tsore-OSS Camp

Septic Tank System: The Tsore OSS is provided with 3.0m x 6.0m (25 m3 capacity) septic tank system connected to the staff and guest toilets. But some of the pipes are damaged as they were not properly buried and covered in the ground. There are manholes with their cover near to the toilets. Repair work is required for the piping and connections to the toilet.

Fencing and Gate: The Tsore OSS fence is made of steel post and barbed wire but no proper gate.



Fence: Tsore OSS Center

Utility Connection:

Water Supply

The Tsore OSS centers has the potential to be connected with a water source from the existing piping system with borehole serving the community as main source of water. It would be important to note that all the OSS site requires a water reservoir of about 5m³ – 10 m³ capacity. The foundation seats for the Elevated water tanker are constructed and all are found in fair condition.

Power Supply

None of the OSS sites have the opportunity to tap power from a grid system. The existing UN, Government and NGOs are dependent mainly on generator power source. A renewable source of energy such as solar shall be considered for the OSS centres. Otherwise the only source of power for the OSS sites would remain generator. UNHCR has planned to provide power source from PV Solar system.

ICT Connection

ICT is the most important facility to be provided at each OSS center. The center has been provided with ICT connections. However, the ICT cabling and connections shall be planned and come as an independent infrastructure out of the scope of works of this project.

b) Gure Shembola OSS Center /Existing Condition/

Buildings: Literally complete infrastructure in terms of the registration building unit and toilets, sound structural integrity but poor workmanship of finishing works seeking for immediate rehabilitation work. The following table shows the situation of the infrastructure facilities in Gure shembola OSS Centre.

Ser No.	Description	Condition
1	Foundation	Strip foundation constructed from stone masonry and reinforced concrete ground beam for all the buildings. No settlement and no major crack observed, hence the foundation system is intact and stable. The masonry wall above NGL is pointed with cement sand mortar in fair condition.
2	Structural Framing Systems	The Super structural framing system constructed from reinforced concrete columns and top ring beams support loads from roof cover and transfer to the ground. The structural integrity of the system is observed sound with no sign of cracks, distortion, fatigue and deflection.
3	Internal and External Walls	The internal and external walls are made of ordinary hollow blocks. All internal walls are plastered and painted without applying a final gypsum coat hence making the surface rough/uneven. In some instances, the surface of the wall misses the plumb with irregularities seeking for rehabilitation works. There exist missed partition walls internally reducing the total number of rooms required as per the proposal. The External HCB wall surface for all blocks are cement-sand plastered and a final layer of cement- sand rendering applied but with poor workmanship. Paints in some areas are observed faint and dilapidated.
4	Window/Doors	Windows are made from LTZ metal profile with mosquito nets. most of these nets are already torn apart from the window frame. The doors are also made from LTZ metal profile and a ribbed metal sheet plate welded on the frames. In most cases, the door height does not extend up to the floor level. The metal sheet and the LTZ framing are poor quality of material (size and thickness) and poor workmanship. It is highly recommended to replace by quality LTZ metal door/windows with proper door handle and lock.
5	Chip wood Ceiling	Painted chip wood ceiling installed for the rooms and verandah. However poor workmanship with uneven joints, irregular surface and some areas damaged by water leakages. The Chip wood ceiling needs critical repair works including new paints.
6	Roof Cover	Corrugated Iron Sheet cover is fixed over the eucalyptus wooden truss system. CIS sheet cover are painted but faded. Roof water leakages has been noticed on the ceiling. The whole roof cover needs to be inspected for the presence of holes and laps should also be checked for any leakage. Damaged roof cover has to be replaced with a new one. Repainting of roof cover for the registration room is needed as most of it is already faded away. Galvanized metal sheet gutter and PVC downpipes in most cases are detached from the wall or missed requiring immediate renovation work.
7	Floor finishing	The floor finishing for the registration model is smooth cement screed in fair condition. However, some areas need patch repair and paint to harmonize. The floor finish for the toilets is ceramic tile in poor condition. In most cases need patch repair and replacement.
8	Pavement/ splash apron	There is concrete pavement around the building. However, the side ditches are blocked due to debris and soils. Needs cleaning and opening of holes to discharge storm water and avoid accumulation of water.
9	Access to the building	Ramps are constructed at some location of the registration center and toilets. The width of the ramp is sufficient enough for the movement of wheel chairs. However, stairs are not constructed at front side of the registration center where there is a level difference of 40cm on average between the NGL and the ground floor slab. Stair and ramp access to be revisited during the rehabilitation tasks.
10	Water Supply	The sanitary fixtures (WC and HWB) has been fixed (poor quality)

	System/Plumbing /Fixtures	and the piping system installation is also found in poor condition requiring in most cases full replacement. No toilet paper holder, mirror and soap holder are fixed in the toilets.
11	Waste Water Drainage System/Piping, manholes, septic fixtures/	3mx6m septic tank is constructed. Waste water is collected through the buried pipe and collected into the septic tank. But some of the pipes are damaged as they are not properly buried and covered in the ground. There are manholes with their cover near to the toilets and not placed properly. Replace the damaged PVC pipes that are buried in the ground. The pipes should be placed on sand bedding and covered with sand and backfill at the top.
12	Electrical System/ wires, boards/ sockets and lightings	All the electrical line/wire for light, switch and socket has been installed (not tested). However, fixtures such as lighting lamps, sockets and boards are partially installed. Need to be inspected when the system is connected to electric power. Remaining light fittings, sockets and switches needs to be fixed and checked.
13	Extract Fan	Extract fans are partially fixed. Not tested due to lack of power.
14	Tel/Data System	No telephone/Data system installed in the building.
15	Fire Control/ Fire Hydrant, Hose Reel and Extinguishers	No firefighting system. Fire extinguisher needs to be fixed at a visible and accessible place. Details including expiry and production dates has to be posted for future action.
16	Means of Exit	There are enough exit / entrance doors at registration centre as per the drawing. The dimension of the door opening allows the movement of PWD



Gure Shembola- OSS Building

External Facilities:

No interior walkways, parking and circulation for Gure Shembola-OSS Camp.

Septic Tank System: The Gure Shembola OSS is provided with 3.0m x 6.0m (25 m3 capacity) septic tank system connected to the staff and guest toilets. But some of the pipes are damaged as they were not properly buried and covered in the ground. There are manholes with their cover near to the toilets. Repair work is required for the piping and connections to the toilet.

Fencing and Gate: No fence and gate

Utility Connection:

Water Supply

The Gure Shembola OSS centers has the potential to be connected with a water source from the existing piping system with borehole serving the community as main source of water. It would be important to note that all the OSS site requires a water reservoir of about 5m³ – 10 m³ capacity. The foundation seats for the Elevated water tanker are constructed and all are found in fair condition.

Power Supply

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1.4 Site Description

The two OSS centers have been identified in the Benishangul Gumz Region for rehabilitation of the existing infrastructure under the UNHCR Assosa sub-office. Both are located in different direction from Assosa town with an access from dilapidated asphalt road. The closest center is the Tsore Camp close to Tsore town about 27 Km from Assosa town to the North. The outermost OSS center is Gure Shembola OSS center located about 97 Km from Assosa town to the South and 25 Km from Tongo town.

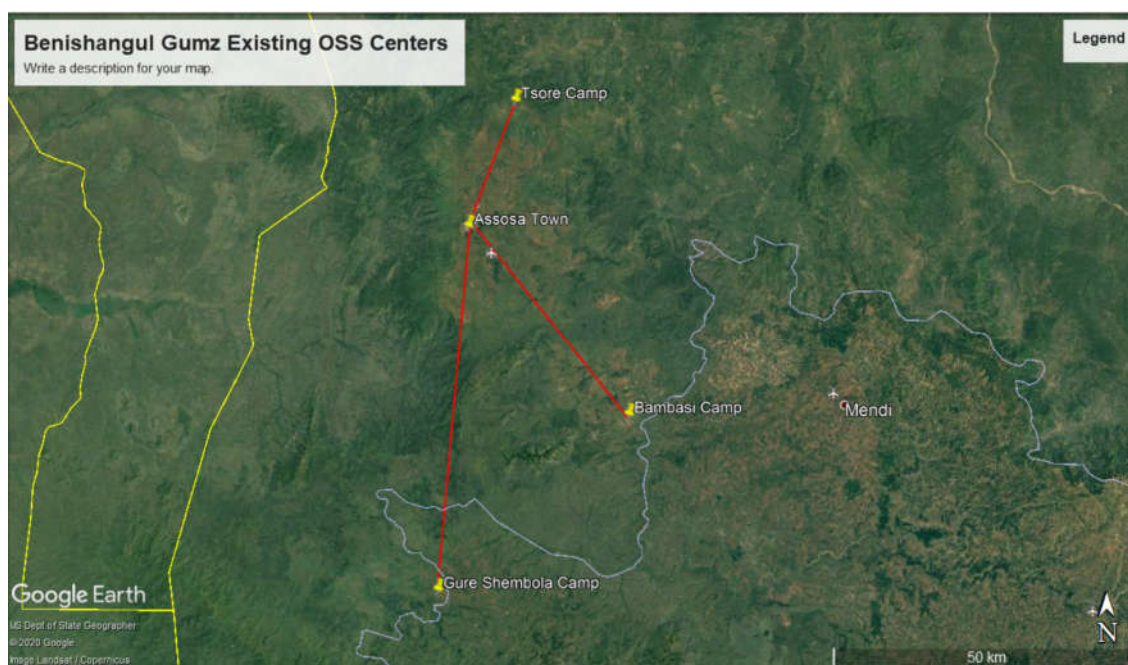


Fig: Location of Tsore and Gure Shembola OSS Centers from Assosa Town

The Tsore camp is located at a distance of 27km from Capital of the region Asossa town. The road is Asphalt road. However, the road has bumps & shallow voids and it is expected to start maintenance soon. Generally, the neighbourhood is characterized by protected forest and wildlife

area. The land and its vicinity is not historical, cultural and archaeological significant. Government Agencies, NGO offices, Clinics, schools, banks, hotels, church, mosques and residences are found in the town. There is also a military base at a distance of 5km from Tsore town. No fire brigade exists in the Area. The site is flat land with gentle slope. It does require small amount of excavation/backfill work to level the ground. The area is covered by grasses and shrubs and Trees.

The Gure Shembola camp is located at a distance of 97km from Capital of the region Asossa town. The road is dirt road. With bumps & shallow voids. Generally, the neighbourhood is characterized by protected forest and wildlife area. The land and its vicinity is not historical, cultural and archaeological significant. Government Agencies, NGO offices, Clinics, schools, church, mosques and residences are found in the town. There is also a military base at a distance of 25km Tongo town. No fire brigade exists in the Area. The site is steep land with variable slope. It does require some amount of excavation/backfill work to level the ground. The area is covered by grasses and shrubs and Trees.

1.5 PRE-CONSTRUCTION WORK

The Engineer and Contractor will carry out a joint condition-in survey using video or digital photographs to record the condition of the site upon handover to the Contractor. This will determine the state of the site that the Contractor must hand back upon completion of the works. The Contractor will carry out a detailed site set out survey for the works.

A Pre-Construction Meeting will be held between the Engineer and the Contractor to review the following information:

- Condition-in Survey
- Site Survey
- Work Method Statement
- Program
- Schedule of Materials and Installed Equipment

Site restrictions

Generally, no access restrictions to the site. Discussions to be held with the ARRA, Refugee administrations in order not to affect their task and accessibility to the facilities.

Occupied areas of site or buildings

For the occupied parts of the site:

- Allow occupants to continue using the area for the required period.
- Make available safe access for occupants.
- Arrange work to minimize nuisance to occupants and ensure their safety.
- Protect occupants against weather, dust, dirt, water or other nuisance, by such means as temporary screens.

Protection of persons and property

Temporary works: Provide and maintain required barricades, guards, fencing, shoring, temporary roadways, footpaths, signs, lighting and traffic flagging as necessary and under a discussion with the Engineer.

Access ways, services: Do not obstruct or damage roadways and footpaths, drains and watercourses and other existing services in use on or adjacent to the site. Determine the location of such services. If damage occurs, immediately repair it at the Contractors cost.

Property: Do not damage property which is to remain on or adjacent to the site, including adjoining property encroaching onto the site. If damage occurs, immediately repair it at the Contractors cost.

Existing services

Attend to existing services as follows:

- If the service is to be continued, repair, divert or relocate as required.
- If the service is to be abandoned, cut and seal or disconnect, and make safe.

Submit proposals to the Engineer for action for existing services before starting this work. Minimize the number and duration of interruptions.

1.6 CONSTRUCTION PLANT

Use of existing services

Existing services may be used as temporary services for the performance of the contract subject to the conditions stated by the Engineer.

Contractors Facilities and Work Practices

The Contractor is required to provide adequate toilet and washroom facilities for his staff. These facilities shall be kept clean and serviceable at all times.

The Contractor is required to provide adequate first aid equipment on-site, failure of the Contractor to ensure the availability of first aid equipment on-site will result in an immediate „stop work“ order being issued. All costs and time delays resulting from any such „stop work“ order is entirely the Contractors responsibility.

The Contractor is to maintain a safe, healthy and tidy worksite at all times and all work activities are to be performed with protective and safety equipment appropriate for the task. The Contractor is entirely responsible for workplace safety and unsafe work practices will be identified and recommendations made for revised work methods as appropriate.

Project signboards

Provide project-specific signboards and the following:

- Location, size and wording as directed by Engineer.
- Maintain in good condition for duration of the work.
- Remove on completion.

Obtain approval before display of advertisements or provision of other signboards

1.7 BUILDING THE WORKS

Contractor's representative

The contractor must employ a suitably experienced person as the Site Manager. This person must be on site during working hours, and fluent in English and technical terminology. The Contractor's Site Manager will have the authority to make all decisions concerning the project

Program of work

The Contractor is to provide a construction program which has the following information:

- Sequence of work.
- Allowance for holidays.
- Activity inter-relationships.
- Periods within which various stages or parts of the work are to be executed
- Time scale: Working days.

Site meetings

Hold and attend weekly site meetings throughout the contract and ensure attendance of appropriate subcontractors, the Site Manager and Engineer. The meeting schedule may be modified by the Engineer.

The Engineer is to keep minutes of site meetings. Within 3 working days after each meeting, submit to each party written copies of the minutes.

2.0 COMPLETION OF THE WORKS

Final cleaning

Before Practical Completion, clean throughout, including interior and exterior surfaces exposed to view. Clean carpeted and soft surfaces. Clean debris from the site, roofs, gutters, down pipes and drainage systems. Remove waste and surplus materials.

Reinstatement

Before practical completion, clean and repair damage caused by installation or use of temporary work and restore existing facilities used during construction to original condition.

Post construction Works

The Contractor will provide the following documentation after all site construction has been completed:

- Warranty Statement
- Material Test Certificates
- As - Built Drawings

A condition-out survey will be conducted with the Contractor and Engineer at which damages caused by the Contractor will be identified. The Engineer will determine if the Contractor is to make repairs or if the damage will be deducted from the Contractor's final invoice.

Removal of plant

Within 10 working days after practical completion, remove temporary works and construction plant no longer required. Remove the balance before the end of the defects liability period.

2.1 CONTRACT DOCUMENTS

Drawings

Large scale drawings take precedence over small scale drawings. Written or calculated dimensions take precedence over scaled dimensions.

If there are any errors in dimensions, set out or size, immediately notify the Engineer.

Bill of Quantities

If there are any errors in description of items or omissions in the BOQ, immediately notify the Engineer.

If there are any items which are unclear or are not available within the project program, immediately notify the Engineer.

Services diagrammatic layouts

Layouts of service lines, plant and equipment shown on the drawings are diagrammatic only, except where figured dimensions are provided or calculable.

Before commencing work:

- Obtain measurements and other necessary information.
- Coordinate the design and installation in conjunction with all trades.

2.2 INSPECTION

Inspection Notification Schedule

The Contractor is to notify the Engineer when items are ready for inspection.

Notice

Minimum notice for inspections to be made on site is 24 hours for offsite personnel, 4 hours for onsite personnel.

If notice of inspection is required in respect of parts of the works that are to be concealed, advise when the inspection can be made before concealment.

2.3 SUBMISSIONS

Samples

Submit nominated samples for approval of the Engineer.

If it is intended to incorporate samples into the works, submit proposals for approval. Only incorporate samples in the works which have been approved. Do not incorporate other samples.

Keep endorsed samples in good condition on site, until practical completion.

Shop drawings

General: If required, submit dimensioned drawings showing details of the fabrication and installation of services and equipment, including relationship to building structure and other services, cable type and size, and marking details.

Diagrammatic layouts: Coordinate work shown diagrammatically in the contract documents, and submit dimensioned set-out drawings.

3. DEMOLITION

3.1 GENERAL

3.1.1 INTERPRETATION

Demolished materials classes

Salvaged for re-use: Demolished materials scheduled for re-use in the works.

Salvaged for disposal: Demolished materials scheduled for re-use elsewhere.

Demolished for re-use: Non-scheduled demolished materials proposed by contractor for re-use in the works.

Demolished for removal: Other demolished materials.

3.1.2 INSPECTION

Give sufficient notice so that inspection may be made of the following:

- Adjacent structures before commencement of demolition.
- Propping of structures prior to demolition works.
- Structure after stripping and removal of roof coverings and other external cladding.
- Underground structures after demolition above them.

3.2 PRODUCTS

3.2.1 DEMOLISHED MATERIALS

Demolished materials

Ownership: Ownership of demolished materials remains vested with the Employer or Client.

Reuse: If it is proposed to reuse demolished materials in the works, submit proposals.

Salvage: Recover without damage materials to be salvaged, for reuse in conformance with the prevailing site conditions or as specifically proscribed in the Contract Documents.

Removal: Remove from the site demolished materials which are the property of the contractor. Do not burn or bury on site.

Transit: Prevent spillage of demolishing materials in transit.

3.3 EXECUTION

3.3.1 SUPPORT

Temporary support

If temporary support is required, certification for its design and installation is required from a professional engineer engaged by the contractor.

Until permanent support is provided, provide temporary support for sections of existing buildings which are to be altered and which normally rely for support on work to be demolished.

Support excavations for demolition of underground structures. Provide supports to adjacent structures where necessary, sufficient to prevent damage resulting from the works.

Permanent supports

If permanent supports for adjacent structures are necessary and are not described, give notice and obtain instructions.

3.3.2 PROTECTION

Encroachment

Prevent the encroachment of demolished materials onto adjoining property, including public places.

Weather protection

If walls or roofs are opened for alterations and additions or the surfaces of adjoining buildings are exposed, provide temporary covers to prevent water penetration. Provide covers to protect existing plant and equipment and materials intended for re-use.

Dust protection

Provide dust-proof screens, bulkheads and covers to protect existing finishes and the immediate environment from dust and debris.

Security

If a wall or roof is opened for alterations and additions, provide security against unauthorized entry to the building.

3.3.3 DEMOLITION

Explosives

Do not use explosives in the demolition process.

3.3.4 HAZARDOUS MATERIALS

General

General: Give notice immediately hazardous materials or conditions are found, including the following:

- Asbestos or material containing asbestos.

3.3.5 COMPLETION

Notice of completion

Give at least 3 working days" notice of completion of demolition so that adjacent structures may be inspected following completion of demolition.

Make good any damage arising out of demolition work. Obtain written acceptance from the owner of each adjoining property of completeness and standard of making good.

4. SITE PREPARATION

4.1 GENERAL

4.1.1 AIMS

Responsibilities

The aim of this work section is to clear the site and put in place adequate environmental controls to allow the commencement of earthworks and/or building works.

4.1.2 SUBMISSIONS

Execution

Submit the methods and equipment proposed for the earthworks, including the following:

- Dewatering and groundwater control and disposal of surface water.
- Control of erosion and contamination of the site, surrounding areas and drainage systems.
- Dust control.
- Noise control.

4.2 EXECUTION

4.2.1 TREES

Work near trees

Keep the area within the drip line free of construction material and debris. Do not place bulk materials and harmful materials under or near trees. Do not place spoil from excavations against tree trunks. Prevent wind-blown materials such as cement from harming trees and plants.

Prevent damage to tree bark. Do not attach stays, guys and the like to trees.

If excavation is required near trees to be retained, give notice and obtain instructions. Open up excavations under tree canopies for as short a period as possible.

Use hand methods to locate, expose and cleanly remove the roots on the line of excavation. If it is necessary to excavate within the drip line, use hand methods such that root systems are preserved intact and undamaged.

Backfill to excavations around tree roots with backfill free from weed growth and harmful materials. Place the backfill layers, each of 300 mm maximum depth, compacted to a dry density similar to that of the original or surrounding soil. Do not backfill around tree trunks to a height greater than 300 mm above the original ground surface. Immediately after backfilling, thoroughly water the root zone surrounding the tree.

Water trees as necessary, including where roots are exposed at ambient temperature > 35°C.

4.2.2 EXISTING SERVICES

Marking

Before commencing earthworks, locate and mark existing underground services in the areas which will be affected by the earthworks operations including clearing, excavating and trenching.

Excavation

Do not excavate by machine within 1 m of existing underground services.

4.2.3 ENVIRONMENTAL PROTECTION

Dust protection

Provide dust-proof screens, bulkheads and covers to protect existing finishes and the immediate environment from dust and debris.

Dewatering

Keep ground works free of water. Provide and maintain slopes and drains on excavations and embankments to ensure free drainage. Place construction, including fill, masonry, concrete and services, on ground from which free water has been removed. Prevent water flow over freshly laid work.

4.2.4 SITE CLEARING

Extent

Clear only the following site areas:

- Areas to be occupied by works such as buildings, paving, excavation, re-grading and landscaping.
- Other areas designated to be cleared.

Contractor's site areas: If not included within the areas specified above, clear generally only to the

extent necessary for the performance of the works.

Clearing and grubbing

Remove everything on or above the site surface, including rubbish, scrap, grass, vegetable matter and organic debris, scrub, trees, timber, stumps, boulders and rubble.

Remove tree stumps and roots over 75 mm diameter to a minimum depth of 500 mm below subgrade under buildings, embankments or paving, or 300 mm below finished surface in unpaved areas. Holes remaining after grubbing shall be backfilled with sand material to prevent ponding of water. The material shall be compacted to the relative density of the existing adjacent ground material.

Old works: Remove old works, including slabs, foundations, pavings, drains and manholes found on the surface unless identified on the drawings to remain intact.

Topsoil

All topsoil shall be stripped over the area on which construction or grading takes place. This topsoil shall be carefully stockpiled to be reused for landscaping on completion of the building operations or otherwise disposed of as directed.

4.2.5 DISPOSAL OF MATERIALS

Disposal

General: Remove cleared and grubbed material from the site.

5. EARTHWORK

5.1 GENERAL

5.1.1 INTERPRETATION

Definitions

For the purposes of this work section the definitions given below apply.

- Bad ground: Ground unsuitable for the purposes of the works, including fill liable to subsidence, ground containing cavities, faults or fissures, ground contaminated by harmful substances and ground which is or becomes soft, wet or unstable.
- Line of influence: A line extending downward and outward from the bottom edge of a footing, slab or pavement and defining the extent of foundation material having influence on the stability or support of the footings, slab or pavement.

5.1.2 RECORDS OF MEASUREMENT

Excavation and backfilling

Do not commence backfilling or place permanent works in the excavation until the following have been agreed and recorded:

- Depths of excavations related to the datum.
- Final plan dimensions of excavations.

Method of measurement: To be jointly agreed between the Engineer and Contractors Site Manager unless otherwise agreed.

5.1.3 INSPECTION

Notice

Give sufficient notice so that inspection may be made of the following:

- Excavation completed to contract levels or founding material.
- Filling completed to contract levels.

5.2 FILL MATERIALS

Fill material generally

Fill material is to be inorganic, non-perishable material.

Excluded materials:

- Organic soils.
- Materials contaminated through past site usage.
- Silts or silt-like materials.
- Fill containing wood, metal, plastic, boulders or other deleterious material

Re-use of material recovered from excavation

Re-use excavated material elsewhere on site if approved by the Engineer.

5.3 EXECUTION

5.3.1 REMOVAL OF TOPSOIL

General

Remove topsoil to all areas to be cut, areas to be filled, areas to be occupied by structures, pavements, embankments and the like.

Maximum depth: 200 mm.

Re-use of removed topsoil

Re-use removed topsoil elsewhere on site as directed by the Engineer if suitable for fill..

5.3.2 EXCAVATION

Extent

Excavate over the site to give correct levels for construction, pavements, filling and landscaping.

Excavate for footings, pits and shafts, to the required sizes and depths. Confirm that bearing capacity is adequate.

Disposal of excess excavated material

Remove excess excavated material from the site and dispose of legally.

5.3.3 BEARING SURFACES

General

Provide flat bearing surfaces for loadbearing elements including footings. Step to suit changes in levels. Make the steps to the appropriate courses if supporting masonry.

5.3.4 REINSTATEMENT OF EXCAVATION

Where excavation is deeper than the required depth, fill and consolidate to the correct depth.

5.3.5 SUPPORTING EXCAVATIONS

Provision of supports

Provide temporary supports to all excavations greater than 1.8m deep. Confirm type of supports and level of protection required with the Engineer.

Removal of supports

Remove temporary supports progressively as backfilling proceeds.

5.3.6 ADJACENT STRUCTURES

Temporary supports

Provide supports to adjacent structures where necessary, sufficient to prevent damage arising from the works. This applies to all structures where the line of influence is interfered with by the proposed excavation works.

Lateral supports: Provide lateral support using shoring.

Vertical supports: Provide vertical support where necessary using piling or underpinning or both.

Permanent supports

If permanent supports for adjacent structures are necessary and are not described, give notice and obtain instructions.

5.3.7 PREPARATION FOR FILLING

General

Prepare the ground surface before placing fill (including topsoil fill), ground slabs or load bearing elements. Shape to assist drainage. Compact the ground exposed after stripping or excavation.

5.3.8 PLACING FILL

General

Layers: Place fill in maximum 15cm horizontal layers across the fill area.

Mix: Place fill in a uniform mixture.

Protection: Protect the works from damage due to compaction operations. Where necessary, limit the size of compaction equipment or compact by hand. Commence compacting each layer at the structure and proceed away from it.

5.3.9 COMPACTION REQUIREMENTS FOR FILL AND SUBGRADE

Density

Compact the subgrade exposed by excavation to a minimum depth of 15cm. Compact each layer of fill to the required depth and density, as a systematic construction operation. Shape surfaces to provide drainage and prevent ponding.

Density of all layers of filling are to be approved by the Engineer before subsequent layers are placed. Maximum rock and lump size in layer after compaction: 2/3 compacted layer thickness.

Moisture content

Adjust the moisture content of fill during compaction in order to achieve the required density. Do not allow subgrade or fill layers to dry out after compaction before placing subsequent layers of fill. Do not over water filling to greater than moisture content of adjoining undisturbed ground.

5.4 SERVICE TRENCHING

5.4.1 GENERAL

5.4.1.1 INSPECTION

Notice

Give sufficient notice so that inspection may be made at the following stages:

- Service trenches excavated before laying the service.
- Services laid in trenches and ready for backfilling.

5.4.2 EXECUTION

5.4.2.1 EXCAVATING

Excavation

Excavate for underground services, to required levels and grades. Generally, make the trenches straight between inspection points and junctions, with vertical sides and uniform grades.

Trench widths

General: Keep trench widths to the minimum required for laying and bedding of the relevant service and construction of pits.

Trench depths

If excavation is necessary below the zone of influence of the underside of adjacent footings, give notice, and provide support for the footings as instructed.

Obstructions

Clear trenches of sharp projections. Cut back roots encountered in trenches to at least 600 mm clear of services. Remove other obstructions including stumps and boulders which may interfere with services or bedding.

Dewatering

Keep trenches free of water. Place bedding material, services and backfilling on firm ground free of surface water.

Excess excavation

If trench excavation exceeds the correct depth, reinstate to the correct depth and bearing value using compacted bedding material or sand stabilized with 1 part of cement to 20 parts of sand by weight.

5.4.2.2

BACKFILLING General

Backfill service trenches as soon as possible after the service has been laid and bedded, if possible on the same working day. Place the backfill in layers maximum 150 mm thick and compact to approval of Engineer.

Backfill material

General fill with no stones greater than 25 mm occurring within 150 mm of the service, or other materials as required for particular services or locations.

Under roads and paved areas and within 4 m of building: Coarse sand, controlled low strength material or fine crushed rock.

In topsoil areas: Complete the backfilling with topsoil for at least the top 100 mm.

5.4.2.3 REINSTATEMENT OF SURFACES

General

Reinstate existing surfaces removed or disturbed by trench excavations to match existing and adjacent work.

6. CONCRETE

6.1 GENERAL

6.1.1 INSPECTION

Notice

Give sufficient notice so that inspection may be made of the following:

- Base or subgrade before covering.
- Membrane or film underlay installed on the base.
- Completed formwork, and reinforcement, cores, fixings and embedded items fixed in place.
- Surfaces or elements to be concealed in the final work before covering.
- Commencement of concrete placing.

6.1.2 SUBMISSIONS

Products – proposals

Curing by the covering sheet method: Submit details of the proposed covering material.

Repair materials: Submit proposals for epoxy resin/grout and elastomeric sealant.

6.2 EXECUTION

6.2.1 PRODUCTS

Reinforcement

All reinforcing shall be supported and wired together to prevent displacement by construction loads, or the placing of concrete. Any tack or spot welding of reinforcement shall not be performed without approval from the Engineer.

Reinforcement shall be free of loose rust and of any other coating which may adversely affect the bond.

Splices in bar reinforcement shall be located and lapped as shown on the design drawings. Bars in lapped splices shall be in contact unless otherwise shown on the design drawings. Additional splices, if required, shall be made only at locations, and in a manner approved by the Engineer. Welded splices shall not be used.

Welded wire fabric used in concrete paving shall have lapped splices made so that the overlap between the outermost cross wires of each fabric sheet is at least 50 mm.

Concrete spacers, metal or plastic bar spacers i.e. chairs, shall be used for obtaining proper spacing of reinforcement from the bottom and sides of formwork.

Formwork

Construct formwork with timber or steel elements to support the concrete for full duration of critical curing period. Construct in a durable manner with sufficient props and fixings to ensure that the formwork remains in position at all times.

Aggregate

Aggregate size:

- For fixed form placement: < 40 mm.
- For slip form placement: To be a size compatible with the paving machine.

Washing: Wash aggregate as necessary or as directed to remove significant dust or achieve requirements for soluble salt content or concrete drying shrinkage.

Cement

Cement shall conform to the requirements of ASTM specification C-150 Type 1 or similar approved standard for normal Portland cement.

Cement shall be free from any hardened lumps and foreign matter. It shall have a minimum of 90% of particles by weight passing the 75-micron sieve, an initial setting time in excess of 30 minutes and a final setting time of less than 7 hours.

Cement shall be stored in a waterproof shaded area. The cement stacks shall be placed at a minimum distance of 300mm from the walls. The damp proof floor shall be constructed by raising it minimum 300mm above the ground.

Curing products

Covering sheet materials: To be opaque polyethylene film, or burlap-polyethylene sheet, or equivalent material.

Concrete

Ready-mixed concrete shall comply with M-150 (1:2:4) for non-reinforced mass concrete and M-200 (1:1.5:3) for reinforced concrete and the requirements of these standards.

On site batch, mixed concrete shall have characteristics and proportions of concrete ingredients which conform to those specified in M-150 (1:2:4) and M-200 (1:1.5:3).

Admixtures: Introduce in solution in a portion of the mixing water. Ensure a uniform distribution of the admixture in the batch within the mixing period.

Mixing time: Measure the mixing time after solid materials are in the mixer, provided that mixing water is introduced before a quarter of the mixing time has elapsed. Increase mixing time if necessary to obtain the required uniformity and consistence of concrete. Do not over mix such that additions of water are needed.

Transport: Transport and discharge the concrete without segregation.

6.3 EXECUTION

6.3.1 PLACING- GENERAL

Hot weather

Avoid premature stiffening of the mix and reduce water absorption and evaporation losses. If the temperature of the surrounding air is higher than 32°C:

- Mix, transport, place and compact the concrete as rapidly as possible, and cover with an impervious membrane or hessian kept wet until moist curing begins.
- Hold the concrete to a temperature < 32°C when placed.

Hot weather concreting shall be in accordance with the following:

- a. Concrete temperatures shall be kept within desirable limits using recommended methods.
- b. For mass concrete, i.e., concrete sections having a minimum dimension of 750mm or greater, the maximum acceptable concrete temperature is 21°C at time of discharge.
- c. For other concrete structures, the maximum acceptable concrete temperature is 32°C at time of discharge.
- d. If ice is used as part of the mixing water, mixing should be continued until the ice is completely melted.
- e. Re-tempering shall not increase the water content above that in the mix design.

Placing in fixed forms

Place concrete uniformly over the width of the slab and so that the face is generally vertical and normal to the direction of placing. Hand spread concrete using shovels, not rakes.

Compact concrete using internal mechanical vibration of sufficient amplitude to produce noticeable vibrations at 300 mm radius. Insert vibrators into the concrete to the depth which will provide the best compaction, but not deeper than 50 mm above the surface of the sub-base, and for a duration sufficient to produce satisfactory compaction, but not longer than 30 seconds in any one location.

Elapsed delivery time

General: Ensure that the elapsed time between the wetting of the mix and the discharge of the mix at the site is in conformance with the **Elapsed delivery time table**. Do not discharge below 10°C or above 32°C.

Finishing

Immediately after placement and spreading and compaction of the plastic concrete, start finishing operations to achieve finish shown on the drawings.

Curing

Protect fresh concrete from premature drying and from excessively hot or cold temperatures. Maintain the concrete at a reasonably constant temperature with minimum moisture loss for the curing period.

- Temperature: Maintain the concrete at a temperature > 5°C for at least 7 days.

Covering sheet method: Immediately after finishing operations cover concrete using damp hessian or cotton mats overlapped at least 150 mm and anchored against displacement by wind or other interference. Keep the mats continuously damp until covered by the covering sheet material. Repair tears and the like immediately.

- Joint sawing: Sheet materials may be removed for the minimum distance and period to permit joint sawing, provided the concrete is kept moist by other means.

Moist curing method: Immediately after finishing operations keep the concrete surface continuously damp by spraying constantly with water, fog, or mist, using suitable spraying equipment.

Minimum curing time: 7 days.

6.3.2 CORES, FIXINGS AND EMBEDDED ITEMS

Adjoining elements

For adjoining elements to be fixed to or supported on the concrete, provide for the required fixings. If required, provide for temporary support of adjoining elements during construction of the concrete.

6.3.3 COMPACTION

Methods: Use immersion and screed vibrators accompanied by hand methods as appropriate to remove air bubbles and to fully compact the mix.

Vibrators: Do not allow vibrators to come into contact with partially hardened concrete, reinforcement or items including pipes and conduits embedded in concrete. Do not use vibrators to move concrete along the forms. Avoid over-vibration that may cause segregation.

Placing

Use placing methods which avoid segregation and loss of concrete, and which minimize plastic settlement. Maintain a generally vertical and plastic concrete edge at faces of a pour.

Layers: Place concrete in layers ≤ 300 mm thick, such that each succeeding layer is compacted before previous layer has taken initial set.

Rain

General: Do not expose concrete to rain before it has been placed and set.

Finishing, Curing, Form Removal and Patching

Finishing - Unless otherwise required on the design drawings or specifications for the project, concrete surfaces shall be finished as follows:

Pavement and Walks

- a. Top surfaces shall be brought to proper level with a screed.
- b. After the water sheen has disappeared, the surface shall be floated with wood or metal floats or with a finishing machine using float blades.
- c. Before the concrete has thoroughly hardened, the surface shall be roughly scored using a steel wire or stiff coarse fibre broom. The depth of scoring shall not exceed 3 mm.
- d. Control joints may be formed by saw cut or cast-in-place plastic strips. Joints to be sawed shall be done as soon as the concrete surface is firm enough not to be torn or damaged by the blade.

Building Floor and Roof Slabs

- a. Screed and float as specified in Paragraph 4.4.8.1.1 for pavements and walks.
- b. All roof slabs and floor slabs receiving a tile-floor or other type of finish shall be steel trowel finished.
- c. Other building floors shall be given a wood float finish.

Curing

Curing to maintain a satisfactory moisture content and concrete temperature shall be performed using the applicable methods and procedures recommended in ACI 305R, ACI 306R, and ACI 308.

Curing by any of the methods specified shall continue for a minimum of 7 days for concrete at a temperature of 50°F (10°C) or more. When high early strength concrete is used, the curing period may be reduced to a minimum of 3 days.

During the curing period, the concrete shall be protected from damage by construction equipment, materials, rain, running water, heavy shock, and vibration.

In cold weather, when the mean daily temperature is less than 4°C, the concrete shall be maintained between 10°C and 21°C for the required curing period. Necessary arrangements shall be made in advance for heating, covering, insulating, or enclosing the concrete work to maintain the required temperature and moisture conditions. When heaters using combustible fuels are used in an enclosure, the heaters shall be vented to the outside of the enclosure.

In hot weather, necessary arrangements shall be made in advance for protective measures needed to prevent rapid drying of the concrete. These protective measures shall be started as quickly as finishing and hardening will allow.

Backfill

Unless otherwise specified on the design drawings or specifications, backfill around foundations shall be Class II structural fill.

Formwork

Formwork shall be designed, erected, supported, braced, and maintained so that it will sustain all vertical and lateral loads until such loads can be supported by the concrete structure itself.

Forms shall conform to the shape and dimensions of the members shown on the design drawings. Forms and their supports shall be designed so as not to damage previously placed concrete. Forms shall be true, rigidly constructed, and sufficiently tight to prevent leakage of cement paste. All forms for exposed work shall be free of defects likely to cause imperfections on the surface of the concrete.

Forms shall be suitable for the work to be performed and may be of dressed lumber, plywood, metal, or other suitable materials.

Chamfer strips are required for all exposed corners.

Form material which is to be reused shall have damaged parts repaired and the concrete side thoroughly cleaned before reusing.

Temporary openings shall be provided at the base of column and wall forms to facilitate cleaning and inspection.

Adjustable type shoring can be used for supporting roof forms or elevated floors.

Tolerances for forms shall be as follows:

Variations from plumb in columns, piers and walls is 6 mm in 3 m, but not to exceed 25 mm total.

Variation from level in slab and beam soffits (horizontal undersides) 6 mm in 3 m but not more than 18 mm unless otherwise noted on the design drawings. Where necessary to maintain this tolerance, the formwork shall be cambered to compensate for anticipated deflections in the formwork due to the weight and pressure of the fresh concrete and due to construction loads.

Form ties shall be standard shop ties or screw ties. The holes left by the removal of the tie ends shall be patched with mortar.

The form release agent shall be applied before any bar supports and reinforcing steel is placed. Excess form release agent shall not be allowed to stand in puddles in the form or come in contact with concrete against which fresh concrete will be placed.

Forms shall be constructed to facilitate their removal without damage to the concrete. Forms shall be preferably removed in the following order (1) columns, (2) sides of beams and girders, (3) bottom of slabs, beams, and girders.

Reinforcement and Anchor Bolts

Reinforcement

All reinforcing shall be supported and wired together to prevent displacement by construction loads, or the placing of concrete.

Any tack or spot welding of reinforcement shall not be performed without approval by the UNOPS Site Supervisor.

Reinforcement shall be free of loose rust and of any other coating which may adversely affect the bond.

Splices in bar reinforcement shall be located and lapped as shown on the design drawings. Bars in lapped splices shall be in contact unless otherwise shown on the design drawings. Additional splices, if required, shall be made only at locations, and in a manner approved by Engineering. Welded splices shall not be used.

Welded wire fabric used in structural concrete shall have lapped splices such that the overlap between the outermost cross-wires of each fabric sheet is not less than the spacing of the cross-wires plus 50 mm. Fabric shall be supported, in the same manner as reinforcing bars, to place the fabric in its proper location within the concrete member.

Welded wire fabric used in concrete paving shall have lapped splices made so that the overlap between the outermost cross wires of each fabric sheet is at least 50 mm.

In lieu of adequate support of the welded wire fabric, the fabric shall be lifted during placing of concrete to ensure proper positioning in the concrete.

Unless specifically indicated on the design drawings, splicing by means of proprietary mechanical splices shall not be used.

Concrete spacers, metal or plastic bar spacers i.e. chairs, shall be used for obtaining proper spacing of reinforcement from the bottom and sides of formwork.

7. COMPRESSED STABILIZED EARTH BLOCK (CSEB)

7.1 GENERAL

7.1.1 DEFINITION

Compressed Stabilized Earth Block (CSEB), is a type of manufactured construction material formed in a mechanical press that forms a compressed block out of an appropriate mix of fairly dry inorganic soil, non-expansive clay, aggregate, and sometimes a small amount of cement or lime as stabilizer.

7.1.2 INSPECTION

Notice

Give sufficient notice so that inspection may be made of the following:

- Material selection and collection for fabrication of CSEB;
- Pulverizing and screening;
- Testing of raw materials;
- Proportioning and mixing;
- Moulding;
- Transporting, storing and curing the CSEB;
- Set out of CSEB work to walls, lintels, arches and other architectural features as necessary.
- Damp-proof courses, in position.
- Lintels, in position.
- Walls and laying of CSEB as shown on the architectural drawings.

7.2 PRODUCTS

7.2.1 MATERIALS

Soil: Soil is the main ingredient of the CSEB. Soil characteristics and climatic conditions of an area shall be evaluated before manufacturing soil building blocks. The soil shall be much more sandy than clayey. Top soil and organic soils shall not be used. The soil, however, shall contain a minimum quantity of silt and clay so as to facilitate cohesion. The proportion of gravel, sand, silt, and clay shall be determined through Sedimentation Test or sieve analysis. Further accuracy requires sieve analysis and hydrometric test. All soils are not suitable for every building need particularly CSEB. Good soil for CSEB shall contain the following proportion of the four components: gravel, sand, silt and clay. The ingredients shall be mixed thoroughly.

Gravel	Sand	Silt	Clay
15%	50%	15%	20%

Water: Water is one of the important elements in CSEB production. The quality and quantity of water has much effect on the strength of CSEB. Water for mixing and curing work shall not be salty or blackish and shall be clean drinking water, reasonably and free from objectionable quantities of silt and traces of oils, acid and injurious alkali, salts, organic matter and other deleterious material which will weaken the concrete. The pH value of water shall not be less than 6. Water shall be obtained from the sources approved by the Engineer. Sources of water shall be maintained at such a depth and the water shall be withdrawn in such a manner as to exclude silt, mud, grass or other foreign materials. Containers for transport, storage and handling of water shall be clean.

Sand: Sand for use shall be natural sand. Sand shall be clean, well graded, hard, strong, durable and gritty particles free from injurious amounts of dust, clay, soft or flaky particles, shale, salts, organic matter, loam, mica or other deleterious substances and shall be approved by the Engineer. When the quality of fine aggregate is doubtful, it shall be tested for clay, organic impurities and other deleterious substances.

Cement: Ordinary Portland cement shall be used. Cement required for use shall be as fresh as possible and stored in such a manner as to prevent deterioration by dampness or moist atmosphere or intrusion of foreign matter. Any cement which has deteriorated cracked or which has been damaged shall not be used. When the quality of cement is doubtful, it shall be tested as laid down as per the relevant Ethiopian standard.

The weight of Ordinary Portland Cement shall be taken as 1440 kg. per cu.m. The measurement of proportion of cement should normally be on the bases of weight and each whole bag, undisturbed and sealed, weigh 50 kg.

Soil stabilizer: The chemical admixtures such as lime, cement, and/or fly ash shall be used as a mean of chemically transforming unstable soils into structurally sound construction foundation.

The selection of a stabilizer will depend upon the soil quality and the project requirements. Cement will be preferable for sandy soils and to achieve quickly a higher strength. Lime will be rather used for very clayey soil, but will take a longer time to harden and to give strong blocks.

Table showing suitability of stabilizers and their percentage

Stabilizer	Suitability	Minimum %	Average %	Maximum %
Cement	Mostly for sandy soil	5	7	9-10
Lime	Mostly for clayey soil	5	8	10

The stabilizer to be used for fabrication of the CSEB under consideration shall be 'Cement' with minimum proportion at 5%

7.2.2 Classification of CSEB

The CSEB shall be classified on the basis of average compressive strength and water absorption:

Properties	Class-A	Class-B
Dry Compressive Strength (MPa)	5-7	2-5
Wet Compressive Strength (MPa)	2-3	1-2
Water Absorption (%)	5-10	10-20

The Class of CSEB for the project under consideration shall be '**Class-B**'

7.2.3 General Quality of CSEB

CSEB shall be molded from good soil (with gravel-15%, sand-50%, silt-15% and clay - 20%). CSEB shall be of uniform, regular in shape and size and shall have shapes having each two adjacent plane surfaces at true right angles. CSEB shall be free from cracks, chips, flaws, stones or lumps of any kind. They shall be free from salt which affect the mortar of the masonry. CSEB shall not show any sign of efflorescence either dry or subsequent to soaking in water. CSEB shall be sound, hard, homogeneous texture.

7.2.4 Dimensions and Tolerance

The standard size of CSEB shall be as follows:



7.3 CSEB PRODUCTION PROCEDURE

Water shall add a little at a time, sprinkled over the top of the mix from a watering can with a rose spray on the nozzle. The wet mix shall turn over many times with a spade. A

little more water may then be added, and the whole mixture turned over again. This process shall repeat until all the water has been mixed in.

Machine can use for mixing. It should have paddles or blades that move separately from the container. A concrete mixer shall not use for mixing the wet soil, since the latter will tend to stick on the sides of the rotating drum. Hand-mixing methods are often more satisfactory, more efficient and cheaper than mechanical mixing, and are less likely to produce small balls of soil that are troublesome at the block moulding stage.

Moulding: Special precautions shall be taken during moulding in order to produce blocks of uniform size and shall be well compacted to achieve dense and compressed blocks. A machine, Aurum 3000 or equivalent, can be used for the production of CSEB which can produce 1000 blocks per day. The internal faces of the machine mould shall be moisten with a mould releasing agent (reject oil) in order to get well shaped and neat surfaced blocks.

Transporting and storing and curing CSEB: The produced CSEB should be properly carried to the site for storing and curing. Proper handling shall be done during transportation. The site selected for storing shall be well leveled ground and protected from direct exposed to hot dry weather conditions which prevent block shrinkage and warping. It is done till the CSEB production completes. The curing should be done with portable water for a period of three weeks to achieve its maximum strength.

7.4 Mortar

Material

Cement shall conform to the requirements of ASTM specification C-150 Type 1 or similar approved standard for normal Portland cement.

Sand: Fine aggregate with a low clay content selected for grading, sharp and free from efflorescing salts. River or pit sand should be sharp, angular, hard, clean uncoated particles free from clay and organic impurities.

Water: Water to be used for the mixing of mortar should be clean and free from oil, acid, alkali, salts, organic materials or other substances that are harmful to the mortar mix.

Measurement of volume: Measure binders and sand by volume using buckets or boxes. Do not allow sand to bulk by absorption of water.

Mortar Mix

Soil cement mortar with 5% cement by weight shall be used.

Mortar joints shall not exceed 10mm in thickness; all joints shall be fully filled with mortar. All soil and cement for mortar shall be mixed in the correct proportion by the use of:

- a. Wooden box.
- b. Bucket, plastic or steel.

All soil cement mortar for block masonry shall be fully mixed prior to the addition of water on a water proof surface. The mortar shall be fully mixed by turning at least 3 times following addition of the water.

Every course of blockwork shall be horizontal and the resulting constructed wall shall be vertical. Under no circumstances will vertical joints in consecutive layers of blockwork be accepted.

No broken or damaged blocks are to be incorporated into the masonry.

Blockwork constructed during the course of one shift (8 hours) shall not exceed 1m in height. When stopping incomplete blockwork, the blocks shall be stepped at an angle not to exceed 45°. All joints shall be raked and the blockwork faces cleaned at the end of each shift (8 hours).

All blockwork is to be kept wet for a period of not less than 10 days following its construction. At the end of each shift the top of all blockwork being cured is to be flooded with water.

All cement should be protected from moisture and damage in transit any deteriorated or hardened cement will not be permitted in the works and is to be removed from site at the contractors' expense.

7.5 EXECUTION

7.5.1 GENERAL

General

CSEB work shall be built plumb, curved or battered as shown on the Drawings or as may be required, by skilled masons and properly supervised workmen. The CSEB shall be clean and if necessary, they shall be scrubbed. The CSEB shall be soaked in water for at least one hour before use.

Unless otherwise specified CSEB shall be laid in English Bond, with frogs downward. All horizontal joints shall be parallel and level. Vertical joints in alternate courses shall come directly over one another. Joint thickness shall be 8mm and shall in no case exceed 10mm

Mortar mix

Mortar mixing shall be done hand mixing. The operation shall be carried out on a clean watertight platform and soil & cement shall be first mixed dry in the required proportion to obtain a uniform color and then the mortar shall be mixed for at least two minutes after addition of water.

Wall Reinforcement

Where walls or partitions are constructed of blocks less than 150 mm thick, they shall be reinforced with a 25 mm wide strip of 2 mm thick hoop iron built into alternate horizontal joints in the wall centre. The hoop iron shall be lapped and hooked at running joints, angles and intersections and carried at least 115 mm into abutting walls and junctions.

Bedding and pointing

All blocks shall be bedded on a solid bed of mortar; vertical faces of block shall be well buttered before being laid and the whole well grouted at each course. Joints of blockwork to be plastered shall be roughly raked out to form a key. Joints of air face blockwork shall be either finished flush or finished recessed 6 mm as specified

Holes and chases

Where walling is cut, holed or chased for conduits, pipes or the like, all such chases shall be filled in solid prior to the application of finishes. In no case shall a vertical chase be deeper than one third the thickness of the wall and in no case shall a horizontal chase be deeper than one sixth of the thickness of the wall. Putlog holes shall be not less than one course deep, afterwards filled with a block cut neatly fit.

8. STEELWORK

8.1 GENERAL

8.1.1 INSPECTION

Notice

Give notice so that inspection may be made of steel framing erected before lining or cladding.

8.1.2 SUBMISSIONS

Design

The Contractor is to confirm that all proposed member sizes are available for the project in accordance with the drawings and BOQ. If selected sizes are not available, seek alternatives and obtain approval from the Engineer.

8.2 EXECUTION

8.2.1 CONSTRUCTION GENERALLY

Fabrication

Length: Cut members accurately to length so that they fit firmly against abutting members. Service holes: Form holes by drilling or punching if needed.

- Bushes: Provide plastic bushes or grommets to site cut holes.
- Swarf: Remove swarf and other debris from cold-formed steel framing immediately. Site work: Do not fabricate on site where welded connections are required.

Fastening

Select from the following:

- Bolting.
- Self-drilling, self-tapping screws.
- Blind rivets.

Welding

Burning: Avoid procedures that result in greater than localized "burning" of the sheets or framing members. Protect other adjoining materials from damage during welding activities.

Other workers: Protect other workers on site from welding flash, sparks and other potential injuries during welding activities.

Prefabricated frames

Protect frames from damage or distortion during storage, transport and erection.

Protection

Coatings which have been damaged by welding or other causes shall be restored. Thoroughly clean affected areas to base metal and coat with zinc rich organic primer.

8.2.2 TRUSSES

Fabrication

Factory assemble trusses and transport to site where possible. Obtain approval from the Engineer if it is required to fabricate trusses on site.

Installation

Fix to support structures, plumb to within $H/200$, where H is the height at the apex.

8.2.3 COMPLETION

Cleaning

On completion of framing remove debris from any gaps between members

8.3 STEELWORK PAINTING

8.3.1 GENERAL

8.3.1.1 INSPECTION

Notice

Give sufficient notice so that inspection may be made of the following:

- Surfaces after preparation prior to application of first coating.
- Coating after application of final coat.

8.3.1.2 SAMPLES

Painting and coating colour

Submit a sample of the finished product for each different coating system. Size of each sample: 200 x 200 mm.

8.3.2 PRODUCTS

8.3.2.1 GENERAL

General

All protective coatings must be handled, stored, mixed and applied strictly in accordance with the manufacturer's instructions and Product Data Sheets.

8.3.3 EXECUTION

8.3.3.1 PROTECTION

Surroundings

Provide protection of the surroundings to the coating works and ensure that no abrasive, overspray or paint waste debris is released either to air, ground or to any watercourse. Repair or clean damage as appropriate.

Contamination

Ensure protection of sensitive items during surface preparation and coating works. Do not permit surface preparation debris to contaminate coated surfaces which are not yet dry, nor cause damage to any other services or equipment.

Repair of coating damage

If damage occurs repair so as to ensure that the full corrosion protection ability of the system is reinstated.

8.3.3.2 SURFACE PREPARATION

General

Coatings shall be applied only to properly prepared and cleaned surfaces.

Surface preparation

Ensure all surfaces are free from oil, grease, dirt, bird droppings or any other contaminants, particularly soluble contaminants.

Surface defects: Remove or correct other surface defects, including cracks, laminations, deep pitting, undercutting, weld spatter, slag, burrs, fins and sharp edges.

Remove all weld spatter by grinding or chipping.

Priming

Prime coat all surfaces with zinc rich primer on the same day as the completion of surface preparation works. In every case, the specified surface preparation standard, in both cleanliness and profile, shall be evident at the time that the primer coating is applied.

8.3.3.3 COATING APPLICATION

General

Apply the coatings in accordance with the **drawings or manufacturer recommendations**.

Final surface preparation or coating application

Defects: Apply materials so as to produce an even coating free from film defects.

Detail: Stripe coat all welds, bolt holes, sharp edges and difficult to spray areas by brushing in with the prime coat and intermediate coat material prior to the full coating application.

Subsequent coats

Ensure that before any subsequent coating layer is applied, the surface condition of the preceding coat is complete and correct in all respects, including its cleanliness and freedom from defects. Correct any defects before the next coating layer is applied.

9. WATERPROOFING

9.1 GENERAL

9.1.1 INTERPRETATIONS

Definitions

For the purposes of this work section the definitions given below apply.

- Substrates: The surfaces on which membrane systems are laid.
- Bitumen: A viscous material comprising complex hydrocarbons which is soluble in carbon disulphide, softens when it is heated, is waterproof and has good powers of adhesion. It is produced as a refined by-product of oil.
- Bond breakers: Layers which prevent membranes from bonding to the backgrounds.
- Membranes: Impervious barriers to liquid water which may be:
 - . Liquid applied: Membranes applied in liquid or gel form and air cured to form a seamless film.
 - . Sheet applied: Membranes applied in sheet form with joints lapped and bonded.
- Membrane systems: Combinations of membranes, flashings, drainage and accessories which form waterproof barriers and which may be:
 - . Loose-laid.
 - . Bonded to backgrounds fully or partially.

9.1.2 INSPECTION

Notice

Give sufficient notice so that inspection may be made as follows:

- Background preparation completed.
- Before membranes are finished, covered up or concealed.

9.2 PRODUCTS

9.2.1 MEMBRANES

Membrane systems

To be proprietary membrane systems where possible having certification from an international testing organization.

Internal roof outlets for membrane roof

Proprietary funnel shaped sump cast into the roof slab, set flush with membrane, with a flat removable grating and provision (e.g. clamp ring) for sealing the membrane into the base of the outlet.

9.3 EXECUTION

9.3.1 PREPARATION

General

Prepare backgrounds as follows:

- Fill all cracks in backgrounds wider than 1.5 mm with a filler compatible with the membrane system.
- Fill voids and hollows in concrete backgrounds with a concrete mix not stronger than the background.
- Remove excessive projections.
- Remove deleterious and loose material.
- Leave the surface free of contaminates, clean and dust free.

Moisture content

Concrete backgrounds: Cure for > 21 days.

Joints and fillets

Internal corners: Provide 45° fillets. External corners: Round edges.

Movement control joints: Prepare all background joints to suit the membrane system.

Priming**9.3.2 APPLICATION****Protection**

Protect membrane from damage during installation.

Drains

Prevent moisture from tracking under the membranes at drainage locations.

Drains and cages: Provide grates or cages, to prevent blockage from debris.

Overflows: Turn the membranes into the overflow to prevent moisture from tracking behind the membrane.

Sheet joints

Bituminous sheet membranes:

- Side laps > 50 mm.
- End laps > 100 mm. Synthetic rubber membranes:
- Factory-vulcanized laps > 40 mm.
- Field side laps > 50 mm for side laps.
- Field end-laps > 100 mm for end laps.

Curing of liquid applied systems to the manufacturers' instructions.

Movement control joints

Locate over movement control joints in the substructure.

Fillets and bond breakers: Provide of sufficient dimension to allow the membrane to accommodate the movement.

Bonded membranes: Carry movement joints in the substrate through the surface finish.

Membrane terminations

Edge protection: Provide upturns above the maximum water level expected from the exposure conditions of rainfall intensity and wind.

- Minimum height of 200mm for all upturns above membrane level unless noted otherwise on the drawings.
- Anchoring: Secure sheet membranes along the top edge.
- Edge protection: Protect edges of the membrane.
- Waterproofing above terminations: Waterproof the structure above the termination to prevent moisture entry behind the membrane using cappings, waterproof membranes or waterproof coatings.

Membrane vertical penetrations

- Pipes, ducts, and vents: Provide separate sleeves for all pipes, ducts, and vents and have them fixed to the substrate. Minimum height of 200mm for all sleeves above membrane level unless noted otherwise on the drawings.

Overlaying finishes on membranes

Compatibility: If a membrane is to be overlayed with another system such as tiles, pavers, ballast, insulation, soil, and the like, provide an overlaying system that is compatible with and not cause damage to the membrane.

Ensure that no damage is caused to the membrane during the laying of the overlay material. If any damage occurs immediately stop work and repair the damage before proceeding with the overlay process.

Bonded or partially bonded systems: If the topping or bedding mortar requires to be bonded to the membrane, provide sufficient movement joints in the topping or bedding mortar to reduce the movement over the membrane.

10- ROOFING

10.1 GENERAL

10.1.1 INSPECTION

Notice

Give sufficient notice so that inspection may be made of:

- Roof framing during construction.
- Those parts of the roofing, vapour barrier, insulation and roof plumbing installation which will be covered up or concealed.

10.1.2 SUBMISSIONS

Samples

Submit samples of the following showing the range of variation available:

- Corrugated and flat metal roof sheeting
- Roof cappings, flashings, gutters, downpipes

10.2 PRODUCTS

10.2.1 MATERIALS AND COMPONENTS

Fasteners

Self-drilling screws: Corrosion resistant screws to approval of Engineer. Nuts

and bolts: Corrosion resistant fastenings to approval of Engineer.

Fastenings to timber battens or purlins: Provide fastenings just long enough to penetrate the thickness of the timber without piercing the underside.

10.2.2 CORRUGATED METAL ROOFING AND CLADDING

General

Provide a proprietary system of preformed corrugated sheets and all purpose-made accessories required to complete the installation to roof framing or wall framing. Refer to **detailed drawings** for details.

10.2.3 FLAT SHEET METAL ROOFING AND CLADDING

General

Provide a system of flat metal sheets and all purpose-made accessories required to complete the installation to roof framing or wall framing.

10.3 EXECUTION

10.3.1 INSTALLATION

Protection

Keep the roofing and rainwater system free of debris and loose material during construction, and leave them clean and unobstructed on completion. Repair damage to the roofing and rainwater system.

If it is necessary to repair minor damage to metal roofing, do so immediately after the damage has occurred. The Contractor is take care to not damage other surfaces during the repair works.

Thermal movement

Provide for thermal movement in the roof installation and the structure, including movement in joints and fastenings.

10.3.2 SHEET METAL ROOFING AND CLADDING

Roofing sheet installation

Fixings: Provide all fixings required to fix the roof sheeting to the framing so that the entire roof covering is waterproof and secure. All loose edges are to be fixed down to ensure that they cannot get loose in high winds.

Expansion joints: refer to drawings for locations of expansion joints in roofs and details of construction.

Ridges and eaves

Treat ends of sheets as follows:

- Project sheets 50 mm into gutters.
- Close off ribs of ribbed sheeting at bottom of sheets using mechanical means or with purpose-made end caps.
- Turn pans of ribbed sheeting up at tops and down into gutters by mechanical means.
- Provide pre-cut notched eaves flashings and bird proofing wire mesh where necessary.

Ridge and eaves capping

Finish off along ridge and side eaves edges with purpose-made ridge capping and eaves cappings.

End laps

Where end laps are unavoidable in roof sheeting, and the sheet profile is not suitable for interlocking or contact end laps, construct a stepped type lap. Refer to details on drawings as required.

Length of lap (mm): Laps to ends of sheets should not be less than 150mm and sealed with a continuous line of silicone sealant between the sheets of roofing.

10.3.5 ROOF PLUMBING

General

Provide the flashings, cappings, gutters, rainwater heads, outlets and downpipes necessary to complete the roof system.

Jointing sheet metal rainwater goods

Butt joints: Make joints over a backing strip of the same material. Soldered

joints: Do not solder aluminium or aluminium/zinc-coated steel.

Sealing: Seal fasteners and mechanically fastened joints. Fill the holes of blind rivets with silicone sealant.

Flashings and cappings

Installation: Flash roof junctions, upstands, abutments and projections through the roof. Preform to required shapes where possible. Cut, notch, bend or dress down as necessary to follow the profile of adjacent surfaces. Lap joints 150 mm in running lengths. Provide matching expansion joints at 6 m maximum intervals.

Upstands: Flash projections above or through the roof with two part flashings, consisting of a base flashing and a cover flashing, with at least 100 mm vertical overlap. Provide for independent movement between the roof and the projection.

Wall abutments: Provide overflashings where roofs abut walls, stepped to the roof slope in brickwork.

- In masonry: Build cover flashing at least 100mm into the wall at least 250mm above the roof level.

Provide base flashing on roof and provide at least 100mm vertical overlap.

- In concrete: Turn cover flashing at least 30 mm into sawcut grooves at least 250mm above the roof level, wedge at 200 mm centres with compatible material and render over top of flashing. Provide base flashing on roof and provide at least 100mm vertical overlap.

Fixing to pipes: Solder, or seal with neutral cured silicone rubber and either of the following:

- Secure with a clamping ring.
- Provide a proprietary flexible clamping shoe with attached metal surround flashing.

Gutters

Prefabricate gutters to the required shape where possible. Form stop ends, bends and returns. Provide overflows to prevent back-flooding.

Gutter and sump support: Provide framing and lining to support valley gutters, box gutters and sumps. Line the whole area under the gutters and sumps.

Support: Steel straps as shown on drawings or as approved by the Engineer.

Lining: Timber boards or plywood as shown on drawings or as approved by the Engineer.

Valley gutters: Profile to suit the valley boarding. Nail or screw to the valley boarding at the top end to prevent the gutter creeping downwards.

Gratings and guards: Provide removable gratings over rainwater heads and sumps:

- Type: Wire mesh cages reinforced with steel bars where required due to size and expected snow loads. Refer to drawings for details.

11. WINDOWS

11.1 GENERAL

11.1.1 INTERPRETATION

Definitions

For the purposes of this work section windows also includes louvres, either vertical or horizontal, set into frames.

11.1.2 INSPECTION

Notice

Give sufficient notice so that inspection may be made of the following:

- Openings prepared to receive windows (where windows are to be installed in prepared openings).
- Fabricated window assemblies delivered to the site, before installation.
- Commencement of window installation.

11.2 PRODUCTS

11.2.1 LOUVRE ASSEMBLIES

General

Provide louvre blades mounted in a surround frame and able to withstand the wind pressure for that location without failure or permanent distortion of blades, and without blade flutter.

Adjustable louvres

Provide louvre blades clipped into holders which pivot, linked together in banks, each bank operated by an operating handle incorporating a latching device, or by a locking bar.

Screens

Provide metallic coated steel wire mesh screens behind louvres to prevent the entry of birds, rodents and windblown leaves and papers.

11.2.2 INSECT SCREENS

Aluminum framed screens

Provide insect screens with mesh frame channel. Provide an extended frame section where necessary to adapt to window opening gear.

- Mesh: Fix the mesh into the frame channel with a continuous resilient gasket, so that the mesh is taut and without distortion.

Fixed screens

Provide fixed screens to the window frames with a clipping device which permits removal for cleaning.

Hinged screens

Hinge at the side to give access to opening sash.

Sliding screens

Provide a matching aluminium head guide, sill runner, and frame stile sections for screens not part of the window frame.

- Hardware: Nylon slide runners and finger pull handle.

11.2.3 SECURITY WINDOW GRILLES

General

Provide security grilles in accordance with the drawings or proprietary metal security grille screens, fixed to the building structure with tamper resistant fastenings.

11.2.4 WINDOW HARDWARE

Hardware

Provide hardware of sufficient strength and quality to perform its function, appropriate to the intended conditions of use and climate and fabricated with fixed parts firmly joined.

11.3 EXECUTION

11.3.1 INSTALLATION

General

Install windows so that the frames:

- Are plumb, level and straight within acceptable building tolerances.
- Are fixed or anchored to the building structure to resist the wind loading.
- Will not carry any building loads, including loads caused by structural deflection.
- Allow for thermal movement.

Flashing and weatherings

Install moulds, sealant and cement pointing as required so that water is prevented from penetrating the building between the window frame and the building structure.

Fixing and fasteners

Materials: Use materials compatible with the item being fixed and of sufficient strength, size and quality to perform their function.

Concealed fixings: Provide a corrosion resistant finish.

Exposed fixings: Match exposed fixings to the material being fixed.

Support: Provide appropriate back support (for example blocking and backing plates) for hardware fixings.

Window fastener spacing (nominal): 600 mm.

Window fasteners: Conceal fasteners where possible.

Packing: Pack behind fixing points with durable full width packing.

Prepared masonry openings: If fixing timber windows into existing prepared openings with fastenings through the frame face, make the fastener heads finish below the surface and fill the hole for a smooth surface finish.

Joints

Make accurately fitted tight joints so that neither fasteners nor fixing devices such as pins, screws, adhesives and pressure indentations are visible on exposed surfaces.

Operation

Ensure moving parts operate freely and smoothly, without binding or sticking and are lubricated.

Supply

Deliver window hardware items, ready for installation, in individual complete sets for each window.

- In a separate dust and moisture proof package labelled for the specific window.
- Including the necessary templates, fixings and fixing instructions.

Refer to the drawings for details of windows and for details of window hardware.

11.3.2 COMPLETION

Cleaning

The Contractor is to clean all frames, glass, hardware at completion. Any damage to frames, or broken glass is to be repaired or replaced to the satisfaction of the Engineer.

Adjustment

Leave the hardware properly adjusted with working parts in working order and lubricated where appropriate.

12. DOORS

12.1 GENERAL

12.1.1 INTERPRETATION

Definitions

For the purposes of this work section the definitions given below apply.

- Door frame: Includes door trims.
- Door set: An assembly comprising a door or doors and supporting frame, guides and tracks including the hardware and accessories necessary for operation.
- Fire-doorset: A doorset which retains its strength and limits the spread of fire.
- Smoke-doorset: A doorset which restricts the movement of smoke.
- Flush door: A door leaf having two flat faces which entirely cover and conceal its structure. It includes doors with cellular and particleboard cores.
- Joinery door: A door leaf having stiles and rails, framed together. A joinery door may also incorporate glazed panels.
- Louvred door: A joinery door in which the panel spaces are filled in with louvre blades.

12.1.2 INSPECTION

Notice

Give sufficient notice so that inspection may be made of the following:

- Door frames standing in place before building in to brickwork.
- Door frames installed before fixing trim.

12.1.3 SUBMISSIONS

Samples

Submit samples of all hardware items for approval by the Engineer before use in the works.

Subcontractors

Automatic sliding door assemblies: Submit names and contact details of proposed supplier and installer.

Product warranties

Automatic sliding door assemblies: Submit a warranty from the supplier and installer for the system and its installation, for a period of at least twelve months from the date of completion.

Hardware: Submit the warranties offered by the manufacturer for the hardware items provided in the works.

Keys

Key codes: Submit the lock manufacturer's record of the key coding system showing each lock type, number and type of key supplied, key number for re-ordering, and name of supplier.

Keys: For locks keyed to differ and locks keyed alike, verify quantities against key records, and deliver all keys and records to the Engineer at completion.

12.2 PRODUCTS

12.2.1 FRAMES

Aluminium frames

To be assembled from aluminium sections, including necessary accessories such as buffers, strike plates, fixing ties or brackets, and suitable for fixing specified hardware.

12.2.2 DOORS

Flush doors

Cellular core flush doors:

- Provide a subframe of 25 mm minimum width timber around openings for louvres and glazing.
- Provide additional material to take hardware and fastenings.
- Cut outs: If openings are required in flush doors (e.g. for louvres or glazing) make the cut outs not closer than 120 mm to the edges of the doors.

Solid core flush doors:

- Core of timber strips laid edge to edge, fully glued to each other and to facings each side of no less than two sheets of timber veneer.
- Single thickness of moisture resistant general purpose particleboard.

Refer to drawings for details.

Double doors

Provide rebated meeting stiles unless the doors open in both directions. Chamfer square edged doors to prevent binding between the leaves.

12.2.3 LOCKS AND LATCHES

General Door Hardware

Provide hardware of sufficient strength and quality to perform its function, appropriate to the intended conditions of use and climate and fabricated with fixed parts firmly joined.

Bolts

Provide bolts including barrel bolts and tower bolts with associated hardware, including lock plates, ferrules or floor sockets.

Furniture

Provide lock and latch furniture suitable for use with the lock or latch to which it is installed with the corresponding level of performance.

Door Controllers Performance

Provide door controllers, including door closers, floor or head spring pivots which are suitable for the door type, size, weight and swings required and the operating conditions, including wind pressure.

12.3 EXECUTION

12.3.1 FRAMES

General

Install doors so that the frames:

- Are plumb, level and straight within acceptable building tolerances.
- Are fixed or anchored to the building structure to resist the wind loading.
- Will not carry any building loads, including loads caused by structural deflection.
- Allow for thermal movement.

Flashing and weatherings

Install moulds, sealant and cement pointing as required so that water is prevented from penetrating the building between the door frame and the building structure.

Aluminium frames

Building in to masonry: Screw galvanized steel brackets twice to jambs and build in.

Fixing to masonry openings: Use proprietary expansion anchors and screw through jambs at each fixing.

Frame fixing

Brackets: Metallic-coated steel:

- Width: ≥ 25 mm.
- Thickness: ≥ 1.5 mm.

Jamb fixing centres: ≤ 600 mm.

Fixing and fasteners

Materials: Use materials compatible with the item being fixed and of sufficient strength, size and quality to perform their function.

Concealed fixings: Provide a corrosion resistant finish.

Exposed fixings: Match exposed fixings to the material being fixed.

Support: Provide appropriate back support (for example blocking and backing plates) for hardware fixings.

Packing: Pack behind fixing points with durable full width packing.

Prepared masonry openings: If fixing timber door frames into existing prepared openings with fastenings through the frame face, make the fastener heads finish below the surface and fill the hole for a smooth surface finish.

Joints

Make accurately fitted tight joints so that neither fasteners nor fixing devices such as pins, screws, adhesives and pressure indentations are visible on exposed surfaces.

Operation

Ensure moving parts operate freely and smoothly, without binding or sticking and are lubricated.

Supply

Deliver door hardware items, ready for installation, in individual complete sets for each door.

- In a separate dust and moisture proof package labelled for the specific door.
- Including the necessary templates, fixings and fixing instructions.

12.3.2 COMPLETION**Cleaning**

The Contractor is to clean all frames, doors, glass, hardware at completion. Any damage to frames and doors, or broken glass is to be repaired or replaced to the satisfaction of the Engineer.

Adjustment

Leave the hardware properly adjusted with working parts in working order and lubricated where appropriate.

13. GLAZING

13.1 GENERAL

13.1.1 INSPECTION

Notice

Inspection: Give sufficient notice so that inspection may be made of the following:

- Glass products before they are installed.

13.2 PRODUCTS

13.2.1 GLASS

Glass and glazing materials

Glass and glazing materials generally: Free from defects which detract from appearance or interfere with performance under normal conditions of use.

Glazing plastics: Free from surface abrasions, and warranted by the manufacturer for 10 years against yellowing or other colour change, loss of strength and impact resistance, and general deterioration.

13.2.2 GLAZING MATERIALS

General

Glazing materials (including putty, glazing compounds, sealants, gaskets, glazing tapes, spacers, setting blocks): Appropriate for the conditions of application and the required performance.

Jointing materials

Provide recommended jointing and pointing materials which are compatible with each other and with the contact surfaces and non-staining to finished surfaces. Do not provide bituminous materials on absorbent surfaces.

Pile weather strips

Materials: Polypropylene or equivalent pile and backing, low friction silicone treated, ultra violet stabilized.

Finned type: A pile weather seal with a central polypropylene fin bonded into the centre of the backing rod and raised above the pile level.

Extruded gaskets and seals

Type: Non-cellular (solid) seals to exclude water from glass/frame junctions.

Material:

- Rubber products to be neoprene, ethylene propylene diene monomer (EPDM) or silicone rubber.
- Flexible polyvinyl chloride (PVC)

Priming

Apply the recommended primer to the surfaces in contact with sealant materials.

Movement joints

Depth of elastomeric sealant: One half the joint width, or 6 mm, whichever is the greater.

Foamed materials (in compressible fillers and backing rods): Closed-cell or impregnated types which do not absorb water.

Bond breaking: Provide backing rods, and other back-up materials for sealants, which do not adhere to the sealant.

14. PLASTERING

14.1 GENERAL

14.1.1 INTERPRETATION

Abbreviations

For the purpose to this work section the abbreviations given below apply.

- CRF: Cement render – finish.
- CRM: Cement render – medium.
- CRS: Cement render – stronger.
- CRW: Cement render – weaker.
- LF: Lime felting render- weaker.
- GPF: Gypsum plaster – finish.

14.1.2 INSPECTION

Notice

Give sufficient notice so inspection may be made of the following:

- Backgrounds immediately before applying base coats.
- Finish treatments before decoration.

14.2 PRODUCTS

14.2.1 MATERIALS AND COMPONENTS

Accessories

Beads: To be metal proprietary sections manufactured to be fixed to backgrounds and/or embedded in the plaster to form and protect plaster edges and junctions.

Aggregates

Sand: To be fine, sharp, well-graded sand with a low clay content and free from efflorescing salts.

Bonding products

To be proprietary products manufactured for bonding cement-based plaster to solid backgrounds.

Cement

Cement shall conform to the requirements of ASTM specification C-150 Type 1 or similar approved standard for normal Portland cement.

Colouring products

To be proprietary products manufactured for colouring cement plaster.

Integral pigment proportion: 5% by mass of cement.

Curing products

To be proprietary products manufactured for use with the plaster system.

Gypsum plaster

To be a proprietary product containing calcium sulfate hemihydrate with additives to modify setting.

Lime

Confirm source of Lime with Engineer to ensure highest quality Lime is used in the mortar. Protect from damage on site and store minimum 300mm above ground in waterproof storage facility.

Preparing lime putty:

- Using hydrated lime: Add lime to water in a clean container and stir to a thick creamy consistency. Leave undisturbed for at least 16 hours. Remove excess water and protect from drying out.
- Using quicklime: Run to putty as soon as possible after receipt of quicklime. Partly fill clean container with water, add lime to half the height of the water, then stir and hoe ensuring that no lime

remains exposed above the water. Continue stirring and hoeing for at least 5 minutes after all reaction has ceased, then sieve into a maturing bin. Leave undisturbed for at least 14 days. Protect from drying out.

Mixes

Select a mix ratio to suit the application in conformity to the **Mixes table**.

Measurement: Measure binders and sand by volume using buckets or boxes. Do not allow sand to bulk by absorption of water.

Plaster mixing: Machine mix for greater than 3 minutes and less than 6 minutes.

Strength of successive coats: Ensure successive coats are no richer in binder than the coat to which they are applied.

Mixes table

Mix type		Application	Upper and lower limits of proportions by volume			
			Gypsum	Cement	Lime	Sand
Cement render coats in: • Single or multi-coat systems with integral finishing treatments • Base coats in multi-coat systems with cement or gypsum finishes	CRS	Dense and smooth concrete and masonry Thrown finishing treatments Tiled finishes Gypsum finishes Cement finishes	- -	1 1	0 0.5	3 4.5
	CRM	Clay or concrete masonry	- -	1 1	0.5	4.5 6
	CRW	Lightweight concrete masonry and other weak backgrounds	- -	1 1		6 9
Cement finish coats	CRF	Cement render base coats	- -	1 1	1	1.5 2
Lime felting finish coats	LF	Cement render base coats			1	3
Gypsum finish coats	GPF	Cement render base coats	3 1	- -	1 1	- 1

Water

To be clean and free from any deleterious matter.

14.3 EXECUTION

14.3.1 PREPARATION

Substrates

Ensure substrates have:

- Any deposit or finish which may impair adhesion of plaster cleaned off.
- If solid or continuous, excessive projections hacked off and voids and hollows filled with plaster stronger than the first coat and not weaker than the background.

Absorbent substrates: If suction is excessive, control it by dampening but avoid over-wetting and do not plaster backgrounds showing surface moisture.

Dense concrete: If not sufficiently rough to provide a mechanical key, roughen by scratching or hacking to remove 2 mm of the surface and expose the aggregate then apply a bonding treatment.

Painted surfaces: Remove paint and hack the surface at close intervals.

Untrue substrates: If the substrate is not sufficiently true to ensure conformity with the thickness limits for the plaster system or has excessively uneven suction resulting from variations in the composition of the background, apply additional coats.

Bonding treatment

If bonding treatment is required, throw a wet mix onto the background as follows:

- Cement plaster: 1 part cement to 2 parts sand.
- Gypsum plaster: 1 part gypsum to 2 parts sand.

Curing: Keep continuously moist for 5 days and allow to dry before applying plaster coats.

Thickness: From greater than 3mm but less than 6 mm.

Embedded items

If there are water pipes and other embedded items, sheath them to permit thermal movement. Ensure embedded items will have a suitable level of corrosion resistance prior to embedment.

14.3.2 APPLICATION

Plastering

General: Provide plaster finishes as follows:

- Resistant to impacts expected in use.
- Free of irregularities.
- Consistent in texture and finish.
- Firmly bonded to substrates for the expected life of the application.
- As a suitable substrate for the nominated final finish.

Base coats: Scratch-comb each base coat in two directions when it has stiffened.

Finishing treatments

Plain:

- Bag: To be a finish mainly free from sand by rubbing the finish coat with a Hessian pad when it has set firm.
- Carborundum stone: To be a smooth finish free from sand by, rubbing the finish coat with a fine carborundum stone when it has set hard.
- Steel trowel: To be a smooth dense surface by steel troweling which is not glass-like and is free from shrinkage cracks and crazing.
- Wood or plastic float: To be an even surface by wood or plastic floating the finish coat on application.

Incidental work

Return plaster into reveals, beads, sills, recesses and niches. Plaster faces, ends, and soffits of projections in the background, such as string courses, sills, and other wall features. Trim around openings. Plaster exposed inside of built-in cupboards.

Joining up

If joining up is required, ensure joints will not be visible in the finished work after decoration.

Plaster thickness

Conform to the **Plaster thickness table**.

Plaster thickness table

Plaster	Application	Upper limit of thickness (mm)			
		Single coat systems	Multi-coat systems		
			Base coat(s)	Finish coat	System
Cement render base coats and cement or gypsum finish coats	On smooth dense concrete	12	10	4	13
	On clay and concrete brickwork and other backgrounds	15	13	4	16

15. TILING

15.1 GENERAL

15.1.1 INSPECTION

Notice

Give sufficient notice so that inspection may be made of the following:

- Floor preparation and set out of floor tiles before fixing.
- Wall preparation and set out of wall tiles before fixing.
- Control joints before sealing and grouting.

15.1.2 SUBMISSIONS

Samples

Submit labelled samples of tiles, including fittings, accessories, grout and sealants, illustrating the range of variation in colour and finish.

15.1.3 INTERPRETATIONS

Definitions

For the purposes of this work section the definitions given below apply.

- Substrates: The surfaces on which tiles are bedded.
- Bedding: Mixtures of materials which are applied to substrates in a plastic state and dry and cure to adhere tiles to substrates.
- Mortar bedding: Tiling adhered in a cementitious mortar bed.
- Tiles: Thin slabs made from clays and/or other inorganic raw materials used generally as coverings for floors and walls and adhered to continuous supporting substrates.
- Cementitious: Manufactured cement based pre-finished tiles.
- Terrazzo – cementitious: Manufactured cementitious terrazzo tiles formed in a suitable machine to give sufficient compaction and density to the finished surface, and moisture cured before grinding and honed at the place of manufacture. Thickness usually 35 mm.
- Wet areas: Areas within buildings with water supply and drainage systems.

15.2 PRODUCTS

15.2.1 TILES AND ACCESSORIES

Tiles

Coves, nosings and skirtings: To be matching stop-end and internal and external angle tiles moulded for that purpose.

Exposed edges: To be purpose-made border tiles with the exposed edge glazed to match the tile face. If such tiles are not available, round edge with grout.

15.2.2 ADHESIVES

Type

General: Provide adhesives compatible with the materials and surfaces to be adhered.

Prohibited uses: Do not provide the following combinations:

- Cement-based adhesives on wood, metal, painted or glazed surfaces, gypsum-based plaster.
- Organic solvent-based adhesives on painted surfaces.
- Organic PVC-based adhesives and organic natural rubber latex adhesives in damp or wet conditions.

15.2.3 MORTAR

Materials

Cement: Cement shall conform to the requirements of ASTM specification C-150 Type 1 or similar approved standard for normal Portland cement.

- White cement: Iron salts content $\leq 1\%$.
- Off-white cement: Iron salts content $\leq 2.5\%$.

Lime: Confirm source of Lime with Engineer to ensure highest quality Lime is used in the mortar. Protect from damage on site and store minimum 300mm above ground in waterproof storage facility.

Sand: Fine aggregate with a low clay content selected for grading, sharp and free from efflorescing salts.

Measurement of volume: Measure binders and sand by volume using buckets or boxes. Do not allow sand to bulk by absorption of water.

Bedding mortar

Proportioning: Select proportions from the range 1:3 – 1:4 cement: sand to obtain satisfactory adhesion. Provide minimum water.

Terra cotta tiles: Use proprietary polymer modified mortar.

Water

General: To be clean and free from any deleterious matter.

15.2.4 GROUT**Type**

Cement based proprietary grout: Mix with water. Fine sand may be added as a filler in wider joints.

Terra cotta tiles: Use proprietary polymer modified grout.

Portland cement based grout: Mix with fine sand. Provide minimum water consistent with workability.

- For joints < 3 mm: 1 cement:2 sand.
- For joints ≥ 3 mm: 1 cement:3 sand.

Pigments

Pigments for coloured grout: Provide colourfast fillers compatible with the grout material. For cement-based grouts, provide lime-proof natural or synthetic metallic oxides compatible with cement.

15.3 EXECUTION

Provide tiling systems to walls, floors and other substrates as follows:

- Consistent in colour and finish.
- Firmly bonded to substrates for the expected life of the installation.
- Resistant to expected impacts in use.
- Set out with joints accurately aligned in both directions and wall tiling joints level and plumb.
- To direct all water flowing from supply points to drainage outlets without leakage to the substrate or adjacent areas.

15.3.1 SUBSTRATES**Drying and shrinkage**

Before tiling, allow at least the following times to elapse (for initial drying out and shrinkage) for these substrates:

- Concrete slabs: 42 days.
- Concrete blockwork: 28 days.
- Toppings on slabs and rendering on blockwork: A further 21 days.

15.3.2 PREPARATION**Ambient temperature**

If the ambient temperature is less than 5 or more than 35°C, do not lay tiles.

Substrates

Ensure substrates are as follows:

- Clean and free of any deposit or finish which may impair adhesion or location of tiles.
- If solid or continuous, excessive projections are hacked off and voids and hollows are filled with a cement: sand mix not stronger than the substrate nor weaker than the bedding.

Absorbent substrates: If suction is excessive, control it by dampening but avoid over-wetting and do not apply mortar bedding to substrates showing surface moisture.

Dense concrete: If not sufficiently rough to provide a mechanical key, roughen by scratching or hacking to remove 3 mm of the surface and expose the aggregate; then apply a bonding treatment.

15.3.3 TILING GENERALLY**Sequence**

General: Fix wall tiles before floor tiles.

Cutting and laying

Cutting: Cut tiles neatly to fit around fixtures and fittings, and at margins where necessary. Drill holes without damaging tile faces. Rub edges smooth without chipping.

Laying: Return tiles into sills and openings. Butt up to returns, frames, fittings, and other finishes.

Variations

Distribute variations in hue, colour, or pattern uniformly, by mixing tiles or tile batches before laying.

Protection

Floor tiles: Keep traffic off floor tiles until the bedding has set and attained its working strength.

Cleaning: Keep the work clean as it proceeds and protect finished work from damage.

16. PAINTING

16.1 GENERAL

16.1.1 INSPECTION

Notice

Give sufficient notice so that inspection may be made of the substrate immediately before application of paint finishes.

16.1.2 SUBMISSIONS

Clear finish coated samples

Submit pieces of timber or timber veneer matching the timber to be used in the works, prepared and coated in accordance with the paint system.

Opaque coated samples

Provide approx. 600x600mm samples on representative substrates of each paint system showing surface preparation, colour, gloss level and texture. Products

16.1.3 PAINTS

Combinations

Do not combine paints from different manufacturers in a paint system.

Clear timber finish systems: Provide only the combinations of putty, stain and sealer recommended by the manufacturer of the top coats.

Delivery

Deliver paints to the site in the manufacturer's labelled and unopened containers.

Tinting

Provide only products which are colour tinted by the manufacturer or supplier.

Putty

Non-timber substrates: Oil-based or polymeric based.

Timber finishes: Lacquer or water based only.

16.2 EXECUTION

16.2.1 PREPARATION

Order of work

Other trades: Before painting, complete the work of other trades as far as practicable within the area to be painted, except for installation of fittings and laying flooring materials.

Clear finishes: Complete clear timber finishes before commencing opaque paint finishes in the same area.

Protection

Fixtures: Remove door furniture, switch plates, light fittings and other fixtures before starting to paint, and refix in position undamaged on completion of the installation.

Adjacent surfaces: Protect adjacent finished surfaces liable to damage from painting operations.

"Wet paint" warning

Place notices conspicuously and do not remove them until paint is dry.

Restoration

Clean off marks, paint spots and stains progressively and restore damaged surfaces to their original condition. Touch up damaged decorative paintwork or misses only with the paint batch used in the original application.

Substrate preparation

Prepare substrates to receive the painting systems

Cleaning: Clean down the substrate surface. Do not cause undue damage to the substrate or damage to, or contamination of, the surroundings.

Filling: Fill cracks and holes with fillers, sealants, putties or grouting cements as appropriate for the finishing system and substrate, and sand smooth.

Clear finish: Provide filler tinted to match the substrate.

Clear timber finish systems: Prepare the surface so that its attributes will show through the clear finish without blemishes, by methods which may involve the following:

- Removal of discolourations, including staining by oil, grease and nailheads.
- Puttying.

16.2.2 PAINTING

Provide coating systems to substrates as follows and as scheduled:

- Consistent in colour, gloss level, texture and thickness.
- Free of runs, sags, blisters, or other discontinuities.
- Fully adhered.
- Resistant to expected impacts in use.
- Resistant to environmental degradation within the manufacturer's stated life span.

Drying

Ensure that the moisture content of the substrate is at or below the recommended maximum level for the type of paint and the substrate material.

Paint application

Apply the first coat immediately after substrate preparation and before contamination of the substrate can occur. Apply subsequent coats after the manufacturer's recommended drying period has elapsed.

Priming before fixing

Apply one coat of wood primer (2 coats to end grain) to the back of the following before fixing in position:

- Timber door and window frames.
- Bottoms of external doors.
- Associated trims and glazing beads.

Spraying

If the paint application is by spraying, use conventional or airless equipment which does the following:

- Satisfactorily atomizes the paint being applied.
- Does not require the paint to be thinned beyond the maximum amount recommended by the manufacturer.
- Does not introduce oil, water or other contaminants into the applied paint.

Sanding

Clear finishes: Sand the sealer using the finest possible abrasive and avoid cutting through the colour. Take special care with round surfaces and edges.

Repair of galvanizing

For galvanized surfaces which have been subsequently welded, prime the affected area.

17. SAFETY MANAGEMENT

CONSTRUCTION SAFETY

The contractor shall take all necessary steps to provide safety for project workers, the persons residing near the project, to the property of the public or others from the project activities arising as a consequence of his methods of operation.

The Contractor shall comply with all Safety Legislations and its Subsidiary Legislations, Regulations which are in force in the Country and any amendments or re-enactments.

The Contractor shall not permit any person to do anything not in accordance with the generally accepted principles of safe and sound practices. The Contractor shall ensure safe environment on site at all times. The Contractor shall ensure that necessary and sufficient precautions are taken by his workmen when safety provisions are used.

BARRICADING

The Contractor shall provide and maintain guards, fences or barriers around excavations, pits or other similar potential places of danger to prevent accidents. The barricade should be at least 1.1m high and strong enough to withstand a lateral point load of 50 kg.

WARNING SIGNS

The Contractor shall display warning signs of sizes 900 mm x 600 mm at a minimum of 4 points around the periphery of the site where the construction activities are located in near the residential area, roads, at locations where there is a chance of children can come to work site and where trespassing is likely to occur. Such signs shall have the words "DANGER - KEEP OUT OF SITE"

STORAGE OF FUELS

Fuels shall be stored in a room/ enclosed space, the room/ enclosed space shall have impervious platform and berm along the periphery of the storage area to contain spills of the fuels.

SAFETY OF MACHINERY

The Contractor shall employ only qualified operators for the machinery to be used on Site. All the machinery shall be locked when they are parked to avoid unauthorized operation of the machinery.

FIRST AID

At least two first aid kits shall be kept at site for attending the emergency treatment to the victims of accidents or chemical poisoning or excessive exposure to toxic substances. The first aid kit shall include a leaflet of standard First-Aid procedure in addition to the medicines and medical tools. At least one staff member who has undergone First Aid training should be posted at site.

FIRE SAFETY, EMERGENCY AND RESCUE

The Contractor shall establish Fire Safety, Emergency and Rescue arrangements to contain fire and take necessary action during emergency. The contractor should place fire extinguishers at the work site, materials storage area and at site accommodation. The contractor should keep minimum 6 fire extinguishers within the work place

ELECTRICAL SAFETY

All electrical equip should be listed and labeled, free from hazards, and used in the proper manner. The electrician should be protected from electrical shocks and provided necessary safetyy equip

All temporary electrical installations in the site should be verified regularly to ensure that all the leaks in the wires are rectified/ faulty wires are replaced. The contractor should also ensure that all electric joints are leak proof.

PERSONAL PROTECTIVE EQUIPMENT

The Contractor shall provide and maintain suitable personal protective equipment for all workmen employed on the site to provide protection against falling objects and harmful substances which can cause injury. The Personal protective equipment shall include boots, hand gloves, helmet and goggles. The Contractor shall record the issuance of all equipment to his workmen and kept in the site office.

HOUSEKEEPING

The Contractor shall provide safe working environment by keeping the site neat and tidy, and free from debris. All materials shall be stacked safely. All accesses shall be kept free from hazards and debris.

Housekeeping shall be carried out in such a manner and at such times so as not to cause any inconvenience to either the adjoining owners, occupiers or the public. Debris shall be wetted to minimize the risk of dust. Containers for debris, rubbish and other wastes shall be provided at the designated places.