



Equipment

Check
Box *

No.

01	Prepare preliminary schedule of all anticipated equipment; review with PIC and client.	
02	Inspect and prepare schedule of any existing equipment scheduled for re-use.	
03	Measure existing equipment to be re-used; note supply and drain sizes and locations and power requirements.	
04	Note any renovation or repair needed to existing equipment.	
05	Prepare preliminary equipment layout plan; review with client. Submit to BSEng.	
06	Prepare preliminary equipment schedule, noting all connection requirements. Submit to BSEng.	
07	Confirm whether any items of equipment are to be included under nominated subcontracts or separate contracts.	
08	Confirm whether any items of equipment are to be separate purchase by client or tenants.	
09	Update equipment plan as necessary; confirm allowances with QS.	
10	Prepare final equipment plan and schedule. Distribute.	
11	Submit specification notes and product literature to specification writer and BSEng.	
12	Confirm access path clearances for large items of equipment.	
13	Determine lead times for order of custom-fabricated or imported equipment. Advise client and builder (if appointed).	
14	Obtain client's approval and sign-off on equipment plan and schedule.	
15	Final check architectural and engineering drawings and specifications for accommodation of equipment requirements.	
16	Check provisions for central vacuum cleaning system (where required).	
17	Confirm that all necessary documents related to the approval of building maintenance units have been submitted to the appropriate authority.	