

RGC Guarantee Program Inspections

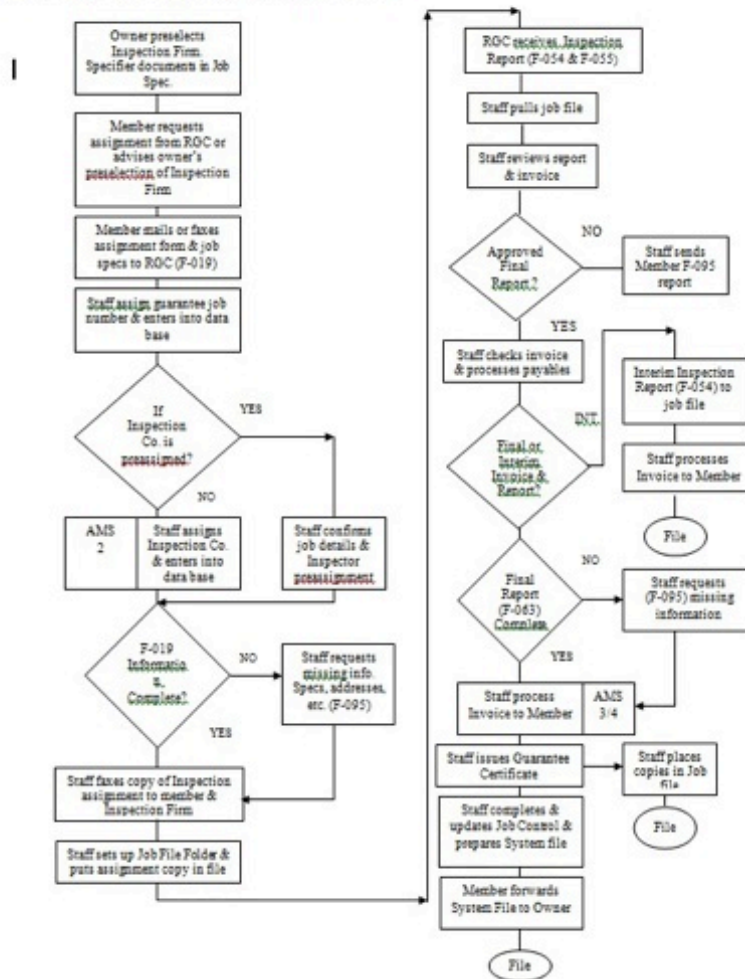
RCI Western Canada February 1, 2012

Rob Harris IP RRO

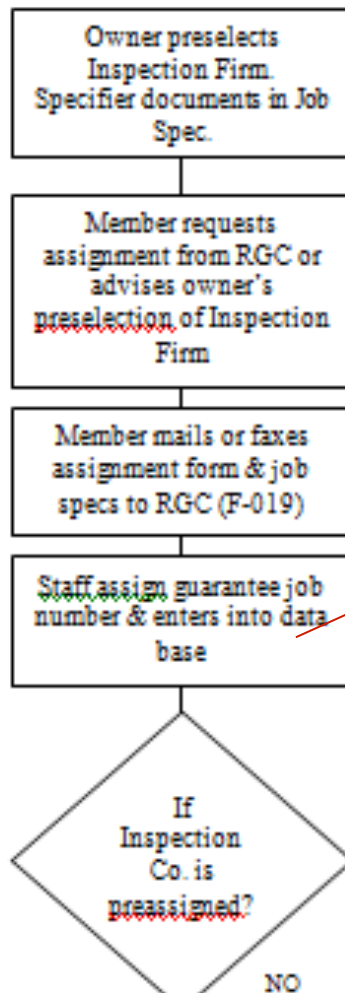
RGC Technical Manager

The System

6.2.1 Inspection Assignment to Guarantee Certificate



The beginning



RCABC RCABC GUARANTEE CORP. (RGC)

9734 – 201st Street Langley BC V1M 3E8
Phone (604) 882-9734 - Fax (604) 455-0107

RGC Guarantee No.

☐ Waterproofing ☐ New Roof ☐ 5 year guarantee (with specs attached)
☐ Re-Waterproof ☐ Re-roof ☐ 10 year guarantee (with specs attached)

Member's Name
 Job Name
 Job Address City
 Owners Name
 Address
 City Postal Code
 General Contractor
 Design Authority
 Type of Roof Membrane

1 <input type="checkbox"/> Other	6 <input type="checkbox"/> Cedar Shake / Shingles	11 <input type="checkbox"/> 1 Plv SBS
2 <input type="checkbox"/> Asphalt Shingles	7 <input type="checkbox"/> EPDM	12 <input type="checkbox"/> 2 Plv APP
3 <input type="checkbox"/> BUR – Glass Felt	8 <input type="checkbox"/> Metal Tiles	13 <input type="checkbox"/> 2 Plv SBS
4 <input type="checkbox"/> BUR – Organic Felt	9 <input type="checkbox"/> PVC	14 <input type="checkbox"/> Hot Rubberized Asphalt
5 <input type="checkbox"/> BUR – Polyester Felt	10 <input type="checkbox"/> TPO	15 <input type="checkbox"/> Metal Roofing

Material Mfr. _____ Job Bid Date _____
Job Starting Date _____

Contract Price \$ (Exc. GST) _____ Number of Squares _____ FI AT _____ STFFP _____

IMPORTANT NOTE:
 a) Member must complete this form properly, and fully comply with RGC requirements before any Guarantee Certificate can be issued.
Incomplete forms may delay Issuance of Guarantee.
 b) Member must deliver to RGC with this request all specification including all change orders for any 5 YEAR guarantee.
 c) Member shall execute this job to meet RGC Minimum Standards in effect on the date of RGC acceptance shown below.
 d) Written acceptance of this request by RGC is approval of the Member for a Guarantee Certificate on this job subject to all RGC requirements being satisfied before issuance of any Guarantee Certificate.
 e) Member warrants and confirms to RGC that the Member is bound by this Guarantee Request and under the RGC Active Member's Guarantee Program Commitment.

PAID BY
☐ TICK ONE BOX ☐ R MEMBER pays to RGC inspection fees (as well as Guar. Admin. / Reinspection fees) And RGC pays inspection firm (Member's bid INCLUDES inspection fees)
 OR
☐ MEMBER pays Guarantee Admin. / Reinspection fees ONLY to RGC
 AND
☐ TICK ONE BOX ☐ OWNER pays inspection firm directly (MEMBER'S bid EXCLUDES inspection fees)
 OR
☐ C ☐ In exceptional circumstances (must be pre-approved by RGC) MEMBER pays inspection firm directly (MEMBER'S bid INCLUDES inspection fees)

ASSIGNED BY
☐ TICK ONE BOX ☐ R Inspector is to be assigned by RGC
 OR
☐ O Inspector is pre-assigned by OWNER or DESIGN AUTHORITY (must be verifiable upon request)

Inspection Firm Assigned

Special Comments

Preparation & Information

- Know the Guarantee Standards and Manufacturer's published instructions.
- Have the necessary measuring and checking equipment for the roof system.
- Record the good, the bad, and the ugly
- Report when the bad and ugly have been corrected.

First Inspection Report

Inspection Firm Job No. _____

FIRST ROOF INSPECTION REPORT (Steep Roof Areas) RGC Job No. _____

Project _____ Site Address _____

Roofing Contractor _____ Job Report No. _____ Date _____ Total Squares _____

General Contractor _____ Time Arrived _____ Departed _____ ☒ New roof

Design Authority _____ Weather _____ Temperature _____ ☒ Re-roof

ROOF SYSTEM ☒ Uninsulated ☐ Insulated

DECK ☒ Wood (Type) _____ ☐ Steel ☐ Concrete Other: _____

CONDITION ☒ O.K. ☐ Defects? _____ Slope Ratio _____

DECK OVERLAY _____ VAPOUR RETARDANT ☐ No ☐ Yes Type: _____

UNDERLAYMENT _____ EAVE PROTECTION _____

INSULATION 1. Other _____ 3 Extruded EPS 5 EPS Type 2 7 Fibreboard 9 ☒ Battic
2 Glass Fibre 4 ☒ EPS Type 1 6 ☒ ROCKWOOL 8 _____ 10 Mineral Fibre

MATERIAL TYPE

1 Other _____ 2 Asphalt Shingle 5 ☒ Cedar 8 Metal Tiles 15 Metal Roofing

PRODUCTS (per RPM Tab 2.2) _____

APPLICATION _____

MATERIAL MANUFACTURER _____

FINISH SURFACE ☒ Gypsum Paint (type) _____ Preservative treatment _____ Fire Treatment _____

Other _____ Colour _____

METAL FLASHING _____ Ga. Type of Metal _____ Seam Type _____

Metal Finish _____ Colour _____ Underlay _____

Edge Detail & Fastening Method _____

APPLICATION REMARKS Crew Size _____ T.O's _____ Apprentices _____ Attitude _____

Specs. OK Site Yes No _____ Pre-Start Job Meeting Yes No _____

FOREMAN NAME _____

Report Received _____ INSPECTION FIRM

ROOFING FOREMAN _____ Signed: _____

INSPECTION FIRM forwards copies to:
RGC (3cc) – CLIENT – GENERAL CONTRACTOR – ROOFER

F-0559g

The first inspection report identifies all the project information as known at the project start.

Two generic versions are available, Low Slope/Steep Slope.

Customized versions can be used provided the information required is included and understandable to the Guarantee Administrator.

Identification

FIRST		Inspection Firm Job No. _____	
ROOF / WATERPROOFING INSPECTION REPORT (<i>Low Slope</i>)		RGC Job No. _____	
Project	Site Address		
Roofing Contractor _____	Job Report No _____	Date _____	Total Squares _____
General Contractor _____	Time Arrived _____	Departed _____	New Roof
Design Authority _____	Weather _____	Temperature _____	Re-roof

All information boxes are to be filled in for data entry and possible investigations.

Roof System Description

ROOF/ **WATERPROOFING** SYSTEM Uninsulated Insulated Protected or Modified Protected

DECK Wood Type: ☐ Steel Concrete CONDITION SLOPE To Drains Flat Ratio

DECK OVERLAY VAPOUR RETARDANT No Yes Type:

INSULATION Tapered Percentage Min. Thickness Max. Thickness

1 Other 3 Extruded EPS 5 EPS Type 2 7 Fibreboard 9 Perlitic

2 Glass Fibre 4 EPS Type 1 6 Isocyanurate 8 10 Mineral Fibre

INSULATION APPLICATION Thickness: Layers: Adhesive

Fasteners: Tape:

OVERLAY BOARD One Layer Two Layers TYPE Fibreboard Asphaltic Other:

MATERIAL TYPE 1 Other 3 BUR Glass Felt 4 BUR Org Felt 5 BUR Poly Felt 7 EPDM

9 PVC 10 1 Ply APP 11 1 Ply SBS 12 2 Ply APP 13 2 Ply SBS 14 2 Ply Oxidized

PRODUCTS (per RPM Tab 2.2)

APPLICATION

MATERIAL MANUFACTURER

DRAINS Cast (Lead SBS) ☐ Spun Copper Scupper Other

MEMBRANE SURFACE Granule Pour & Gravel ☐ Double / Modified Pour & Gravel Ballast Other

MEMBRANE FLASHING Colour

METAL FLASHING Ga. Type of metal Seam Type Metal Finish

Underlay Edge Detail & Fastening Method Colour

APPLICATION REMARKS Crew Size T.O's Apprentices Attitude

Specs. on Site Yes No Pre-Start Job Meeting Yes No

ASPHALT Typ. Mfr. Kegs Tanker TEMPERATURE Kettle Mop

All data is important and the Administrator does not speak roofing slang or know the letter/numerical codes of each material manufacturer's product line

Remarks

Crew size and qualifications

Journeyman policy of RGC
to be maintained on all
Guarantee projects

APPLICATION REMARKS	Crew Size	_____	_____	Apprentices	_____	Attitude	_____
Specs on Site	Yes	No	_____	Pre-Start Job Meeting	Yes	No	_____
ASPHALT Typ	_____	Mfr.	_____	Keeps	Tanker	TEMPERATURE	Kettle
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

Foreman's Name _____

Report Received
ROOF / WATERPROOF FOREMAN _____

INSPECTION FIRM
Signed: _____

F-0551g

INSPECTION FIRM forwards copies to:
RGC (3cc) – CLIENT – GENERAL CONTRACTOR – ROOFER

Interim Reports

[illegible]

The continuing
record of events.
Record of progress,
problems, and
corrective action

Guarantee Number

INTERIM

ROOF / WATERPROOFING INSPECTION REPORT

Inspection Firm Job No. _____

RGC Job No. _____

PROJECT _____

Date _____

Report No. _____

Site Address _____

Time Arrived _____

Departed _____

Weather _____

Temp. _____

Roofing / Waterproof Contractor _____

Total Squares _____

☐ Re-roof ☒ New

APPLICATION REMARKS

CREW: Size _____

Number with T.Q. _____

Reg'd. Apprentices _____

Specs. on Site ☐ Yes ☐ No

FOREMAN: _____

Attitude _____

Journeymen Requirements

Final Inspection Request

To: Mark Applicable Inspection Firm with " → "

Date: _____

Fax (250) 963-0086 Aase Consulting Inc.
Fax (250) 763-6225 Associated Roof Services (2003) Ltd.
Fax (888) 870-1077 ATC Consulting Inc.
Fax (604) 584-9470 Cal Weldon Consulting Inc.
Fax (604) 854-8111 Calysta Consulting
Fax (250) 595-4032 ~~Calysta~~ Consultants Ltd.
Fax (604) 681-2702 ~~Calysta~~ Associates Limited
Fax (604) 576-5790 Inter-Provincial Roof Consultants Ltd.
Fax (604) 279-9644 IRC BEE Group Inc.
Fax (604) 524-9453 J. Taylor Consulting Inc.
Fax (250) 658-1255 J.W. Wells Consulting Inc.
Fax (604) 320-1991 JRS Engineering Ltd.
Fax (604) 278-1042 Levelton Consultants Ltd.
Fax (604) 461-2777 Northwest Inspection Ltd.
Fax (250) 764-9163 ~~Pacific Interior Roof Consulting and Inspection Ltd.~~
Fax (604) 461-8377 Quality Auditing Institute Ltd.
Fax (250) 743-6653 Robert D. Tuff & Associates Ltd.
Fax (604) 882-7663 Roof Tech 2000 Consultants Ltd.
Fax (250) 786-5000 Topside Consulting (2004) Ltd.
Fax (604) 909-7777 Trimstyle Consulting Inc.
Fax (604) 874-2358 ~~Trim~~ Associates Inc.
Fax (604) 856-2886 ~~Westward~~ Inspectors Ltd.
Fax (250) 743-2973 Westcoast Roof Inspection Services Ltd.

Check that all information
submitted by the roofing
contractor is correct

COPY TO: Fax (604) 455-0107 Guarantee Administrator, RGC

Request for Final Inspection (or Post-Final Inspection)

Project: RGC Guarantee Number: _____

Job Name: _____

All work including roofing, **Waterproofing**, flashing and previously reported deficiencies have been completed on the above project. Our work meets RGC Guarantee Standards and the project specifications, and is now ready for final inspection.

We wish to attend the final inspection, please notify us of your inspection time and date:

☐ Yes ☐ No

(If not answered, inspector assumes roofer does NOT wish to attend).

Final Contract Value (excluding GST)

\$ _____
(after any additions to / deletions from original contract amount)

Authorized Signature
F-227

Member Firm

Information Check

Project: **RGC Guarantee Number:** _____

Job Name: _____

All work including roofing / **Waterproofing**, flashing and previously reported deficiencies have been completed on the above project. Our work meets RGC Guarantee Standards and the project specifications, and is now ready for final inspection.

We wish to attend the final inspection, please notify us of your inspection time and date:

☐ Yes ☐ No

*(If not answered, inspector assumes roofer does **NOT** wish to attend).*

Final Contract Value (excluding GST)

\$ _____
(after any additions to / deletions from original contract amount)

Authorized Signature

F-227

Member Firm

Final Inspection Report

FINAL Inspection Firm Job No. _____
ROOF **WATERPROOFING** INSPECTION REPORT RGC Job No. _____

Project _____ Site Address _____

Roofing Contractor _____ Final Date _____ Post Final Date _____
General Contractor _____ Time of day _____ Total Squares _____ New Roof _____
Design Authority _____ Weather _____ Temperature _____ Re-roof _____
Building Owner Name and Address _____

Roof System Uninsulated Insulated _____ Protected or Modified Protected _____

INSULATION

1. Other	5. EPS Type 2	9. <u>Refric</u>	Thickness / Layers / Adhesive / Fasteners / Tape
2. <u>Glass</u> Fibre	6. <u>Isocyanurate</u>	10. Mineral Fibre	
3. <u>Extruded</u> EPS	7. Fibreboard		
4. <u>EPS</u> Type 1	8. _____		

OVERLAY BOARD One Layer Two Layers _____ TYPE Fibreboard Refric Asphaltic Other: _____

MATERIAL Type

1. Other	6. <u>Cedac</u> S / S	11. 1 Ply SSS	PRODUCT \$ (per RPM Tab 2.2)
2. Asphalt Shingle	7. <u>EPDM</u>	12. 2 Ply APP	
3. BUR - Glass Felt	8. <u>Metal</u> Tiles	13. 2 Ply SSS	
4. BUR - Org Felt	9. <u>RVC</u>	14. <u>Rubberized Asphalt</u>	
5. BUR - Poly Felt	10. <u>1 Ply APP</u>	15. Metal Roofing	

MEMBRANE MANUFACTURER _____

Application Remarks (and Deficiencies)
Note: Deficiencies in need of correction must be clearly identified and marked on the roof plan

RESPONSIBILITY OF ... General or
Roofing Owner Other Trade

We have examined the current material listing published in the RPM. On the basis of this examination, we certify that all the materials included in the roofing system are accepted by RGC.

We certify that the roofing system, as applied during our inspections, conforms to the architectural specifications on site. If NO, explain above under "REMARKS".

THIS is an APPROVED FINAL INSPECTION REPORT. There are no deficiencies.

Minor deficiencies are either listed above or are attached.

We certify the workmanship and observed materials applied during our inspections meet the Guarantee Standards required by RGC at this time.

We certify we have read the job specifications and are familiar with the materials and their required application process.

THIS is an UNAPPROVED FINAL INSPECTION REPORT. The deficiencies are either listed above or are attached.

The Roofing Contractor has received written confirmation of the deficiencies on _____ but has not responded as of this date.

DATED _____ INSPECTION FIRM Signed _____

INSPECTION FIRM forwards 3 copies to RGC:
F-0631 RGC forwards 2 copies to ROOFER; who forwards 1 copy to CLIENT (with "Roofing System Record")

It ain't over til its over.

All roof information to be confirmed.

Identification

FINAL

ROOF / **WATERPROOFING** INSPECTION REPORT

Inspection Firm Job No. _____

RGC Job No. _____

Project _____ Site Address _____

Roofing Contractor _____ Final Date _____ Post Final Date _____

General Contractor _____ Time of day _____ Total Squares _____ ~~New Roof~~

Design Authority _____ Weather _____ Temperature _____ ~~Re-roof~~

Building Owner Name and Address _____

Needed for the
Administrator to cross
reference and confirm info
from the roofer.

System Description

Roof System	Uninsulated	Insulated	Protected or Modified	Protected
INSULATION	INSULATION APPLICATION			
1 Other _____	5 EPS Type 2		Thickness / Layers / Adhesive / Fasteners / Tape _____	
2 Glass Fibre	6 Isocyanurate	9 Perlitic	_____	
3 Extruded EPS	7 Fibreboard	10 Mineral Fibre	_____	
4 EPS Type 1	8 _____		_____	
OVERLAY BOARD	One Layer	Two Layers	TYPE	Fibreboard Perlitic Asphaltic Other: _____
MATERIAL Type	PRODUCT \$ (per R.P.M Tab 2.2) _____			
1 Other _____	6 Cedar S / S	11 1 Ply SBS	_____	
2 Asphalt Shingle	7 EPDM	12 2 Ply APP	_____	
3 BUR - Glass Felt	8 Metal Tiles	13 2 Ply SBS	APPLICATION _____	
4 BUR - Org Felt	9 PVC	14 Rubberized Asphalt	_____	
5 BUR - Poly Felt	10 1 Ply APP	15 Metal Roofing	_____	
MEMBRANE MANUFACTURER _____				

Confirm all product information and application methods, additional info can be added under comments or a second page.

Remarks

Application Remarks (and Deficiencies)

Note: Deficiencies in need of correction must be clearly identified and marked on the roof plan

RESPONSIBILITY OF ...
 Roofer Owner General or
 Other Trade

181c. Name, address of the person or persons who submitted the plan submitted to the PS&S

181c. Initials, the responsibility and approval, signature

Deficiencies and other comments with the responsibility noted

Approved? (or Not)

We have examined the current material listing published in the RPM. On the basis of this examination, we certify that all the materials included in the roofing system are accepted by RGC.

We certify that the roofing system, as applied during our inspections, conforms to the architectural specifications on site. If NO, explain above under 'REMARKS'.

This is an APPROVED FINAL INSPECTION REPORT.

There are no deficiencies.

Minor deficiencies are either listed above or are attached

We certify the workmanship and observed materials applied during our inspections meet the Guarantee Standards required by RGC at this time.

We certify we have read the job specifications and are familiar with the materials and their required application process.

This is an UNAPPROVED FINAL INSPECTION REPORT. The deficiencies are either listed above or are attached.

The Roofing Contractor has received written confirmation of the deficiencies on _____ but has not responded as of this date.

DATED _____ INSPECTION FIRM
Signed: _____

INSPECTION FIRM forwards 3 copies to RGC:

Approved with:

No Deficiencies?

Deficiencies to be corrected and 'Declared'/Photos sent?

Deficiencies to be corrected and re-inspected?

Variances and Exclusions

- Please note all variances and exclusions on the final inspection report.
- New 'permanent' notation on the Guarantee Certificate under review directing attention to the final inspection report.

Completeness, when sending in the package, to expedite the process

- Three collated paper copies of all inspections
- A roof plan showing areas involved, excluded, and details (3 copies as well)
- Pictures of overview and significant details
- Your invoice!

Any missing documents cause delays and...

A cranky Administrator



Monthly Reports

RGC Status Report: Outstanding Action By Inspection Firm

Inspection Firm: ABC Inspection Firm - **SAMPLE ONLY**

** Please Provide Status Report For Listed Projects

- 1 No Final Inspection Report Received At Least 6 Months After Assignment
- 2 Unapproved Final Inspection Report For At Least 2 Months

1	2	Guarantee	Member Final Insp	Job Name ReInspect	Address	
<input type="checkbox"/>	SW1234/5- Feb-2004		Roofer	Project	Vancouver	12-
<input type="checkbox"/>	SW2345/5 Mar-2004		Roofer	Project	Kamloops	23-
<input type="checkbox"/>	SW3456/5 Apr-2004		Roofer	Project	Ft. St John	05-
<input type="checkbox"/>	SW4567/5 May-2004		Roofer	Project	Victoria	05-

4 Job(s)

A-124I Outstanding Action By Inspection Firm

helen

November 16, 2004

Page 1 of 1

Reports A124i; A126; A127 all sent out monthly....at no extra charge!

Reinspection

INSPECTION FIRM LOG NO. _____

REINSPECTION ROOF / **WATERPROOFING** REPORT RGC Job No. _____

PROJECT _____ REINSPECTION Date: _____
 Site Address: _____ Owner: _____
 _____ Owner Representative: _____
 _____ Address: _____
 Roofing Contractor: _____
 Weather: _____

	OK	Problem	
		Minor	Major
1. SYSTEM CONDITION			
A. General Appearance			
Debris			
Drainage			
Physical Damage			
General Condition			
New Equip / Alterations			
Other: _____			
B. Surface Condition			
Bare Spots			
Alligatoring / Cracking			
Slippage			
Other: _____			
C. Material Condition			
Blistering / Splitting			
Physical Damage			
Buckling			
Other: _____			
2. FLASHING CONDITION			
A. Membrane Flashing			
Physical Damage			
Deterioration / Open Laps			
Attachment			
Tenting / Blistering			
Slippage			
Other: _____			
B. Metal Flashings			
Physical Damage			
Attachment			
Corrosion			
Caulking			
Drainage			
Other: _____			

	OK	Problem	
		Minor	Major
3. DECK PENETRATIONS			
A. Equipment			

Flashing Condition			
Spills / Contamination			
Other: _____			
B. Cable / Pipe			
Seal			
Other: _____			
C. Duct / Pipe / Cable			
Supports			
Other: _____			
D. Traffic Pads			
Other: _____			
E. Exhaust Vents			
Caps			
Storm Collar			
Other: _____			
4. EXPANSION JOINTS			

5. GUM PANS			
Fill Material			
Other: _____			
6. SYSTEM ALTERATIONS			
since FINAL Inspection			

Responsibility of: _____

Note: Deficiencies in need of correction must be clearly identified and marked on the roof plan **Waterproofing** Roofer Owner

7. REMARKS: _____

Owner should initiate maintenance work as noted. _____
 Dated: _____ INSPECTION FIRM
 _____ Signed: _____
 ACCEPTED by RGC Yes _____ No _____ RGC Signature: _____
 INSPECTION FIRM forwards 3 copies to RGC
 RGC upon acceptance forwards 1 copy to ROOFER and 1 copy to CLIENT

F-066

An old school form that can be modified but major points must be included

Identification

REINSPECTION		ROOF / WATERPROOFING REPORT	RGC Job No. _____
PROJECT	_____	REINSPECTION Date:	_____
Site Address:	_____	Owner:	_____
	_____	Owner Representative:	_____
	_____	Address:	_____
Roofing Contractor	_____		_____
Weather:	_____		_____

All items need to be filled out for data updates. The building ownership and contacts often change during the Guarantee period resulting in reports returned to RGC and...see 3 slides back.

Roof Condition

		OK	Problem	
			Minor	Major
1. SYSTEM CONDITION				
A. General Appearance				
Debris				
Drainage				
Physical Damage				
General Condition				
New Equip / Alterations				
Other: _____				
B. Surface Condition				
Bare Spots				
Alligating / Cracking				
Slippage				
Other: _____				
C. Material Condition				
Blistering / Splitting				
Physical Damage				
Buckling				
Other: _____				
2. FLASHING CONDITION				
A. Membrane Flashing				
Physical Damage				
Deterioration / Open Laps				
Attachment				
Tenting / Blistering				
Slippage				
Other: _____				
B. Metal Flashings				
Physical Damage				
Attachment				
Corrosion				
Caulking				
Drainage				
Other: _____				

OK	Problem	
	Minor	Major
3. DECK PENETRATIONS		
A. Equipment		

Flashing Condition		
Spills / Contamination		
Other: _____		
B. Cable / Pipe		
Seal		
Other: _____		
C. Duct / Pipe / Cable		
Supports		
Other: _____		
D. Traffic Pads		
Other: _____		
E. Exhaust Vents		
Caps: _____		
Storm Collar		
Other: _____		
4. EXPANSION JOINTS		

5. GUM PANS		
Fill Material		
Other: _____		

6. SYSTEM		
ALTERATIONS		
since FINAL Inspection		

Major or Minor?
--Urgent or a
good idea to
correct before it
becomes Urgent

Alterations:
--Report as
conforming, or
non-conforming
to be repaired

Remarks and Responsibility

Note: Deficiencies in need of correction must be clearly identified and marked on the roofplan

7. REMARKS: _____

Owner should initiate maintenance work as noted. _____

Dated: _____

ACCEPTED by RGC Yes _____ No _____

INSPECTION FIRM forwards 3 copies to RGC

RGC upon acceptance forwards 1 copy to ROOFER and 1 copy to CLIENT

INSPECTION FIRM Signed: _____

RGC Signature: _____

Responsibility of.....

Waterproofing / Roofer Owner

F-066

Please indicate surface conditions, wrinkles, ponding etc, as 'observations' or 'corrective action required'.

Most building owners need an explanation... and it is difficult to judge from the office

Responsibility must be indicated on all points

Maintenance Inspections

Inspection Firm Job No. _____
RGC Guarantee No. _____

Five (5) & Eight (8) Year Maintenance Roof Reports

PROJECT _____ INSPECTION Date: _____
 Site Address: _____ Owner: _____
 _____ Owner Representative: _____
 _____ Address: _____

Roofing Contractor _____
☐ Five-Year Maintenance Report or ☐ Eight-Year Maintenance Report

	OK	Problem			OK	Problem	
		Minor	Major			Minor	Major
1. ROOF CONDITION				3. ROOF PENETRATIONS			
A. General Appearance				A. Equipment			
Debris				Flashing Condition			
Drainage				Spills / Contamination			
Physical Damage				Other:			
General Condition				B. Cable / Pipe			
New Equip / Alternations				Seal			
Other:				Other:			
B. Surface Condition				C. Duct / Pipe / Cable			
Bare Spots in Gravel				Supports			
Alligatoring / Cracking				Other:			
Slippage				D. Traffic Pads			
Other:				Other:			
C. Membrane Condition				E. Exhaust Vents			
Blistering / Splitting				Caps:			
Physical Damage				Storm Collar			
Buckling				Other:			
Other:				4. STEEP ROOFING			
2. FLASHING CONDITION				Granule Loss			
A. Membrane Flashing				Cracking			
Physical Damage				Attachment			
Deterioration / Open Laps				Debris			
Attachment				Other:			
Tenting / Blistering				5. ROOF ALTERATIONS			
Slippage				Since Previous Inspection			
Other:				6. ROOF LEAKS			
B. Metal Flashings				Since Previous Inspection			
Physical Damage				Active At This Time			
Attachment							
Corrosion							
Caulking							
Drainage							
Other:							

☐ Owner - Maintenance Requires Attention ☐ RGC - Active Roof Leakage Reported- Initiate Claim Under Guarantee

7. REMARKS: _____

☐ Owner should initiate maintenance work as noted. INSPECTION FIRM
 Dated: _____ Signed: _____
 ACCEPTED by RGC ☐ Yes ☐ No RGC Signature: _____
 INSPECTION FIRM forwards 3 copies to RGC
 RGC upon acceptance forwards 1 copy to ROOFER and 1 copy to OWNER F-404

The same but different

Identification

Five (5) & Eight (8) Year Maintenance Roof Reports		Inspection Firm Job No. _____
		RGC Guarantee No. _____
<hr/>		
PROJECT _____		INSPECTION Date: _____
Site Address: _____		Owner: _____
_____		Owner Representative: _____
_____		Address: _____
Roofing Contractor _____		_____
<input type="checkbox"/> Five-Year Maintenance Report	or	<input type="checkbox"/> Eight-Year Maintenance Report

Owner information and site contact update needed...again

Roof Condition

		OK	Problem	
			Minor	Major
1. ROOF CONDITION				
A. General Appearance				
Debris				
Drainage				
Physical Damage				
General Condition				
New Equip / Alternations				
Other: _____				
B. Surface Condition				
Bare Spots in Gravel				
Alligatoring / Cracking				
Slippage				
Other: _____				
C. Membrane Condition				
Blistering / Splitting				
Physical Damage				
Buckling				
Other: _____				
2. FLASHING CONDITION				
A. Membrane Flashing				
Physical Damage				
Deterioration / Open Laps				
Attachment				
Tenting / Blistering				
Slippage				
Other: _____				
B. Metal Flashings				
Physical Damage				
Attachment				
Corrosion				
Caulking				
Drainage				
Other: _____				

		OK	Problem	
			Minor	Major
3. ROOF PENETRATIONS				
A. Equipment				

Flashing Condition _____				
Spills / Contamination _____				
Other: _____				
B. Cable / Pipe				
Seal _____				
Other: _____				
C. Duct / Pipe / Cable				
Supports _____				
Other: _____				
D. Traffic Pads				
Other: _____				
E. Exhaust Vents				
Caps: _____				
Storm Collar _____				
Other: _____				
4. STEEP ROOFING				
Granule Loss _____				
Cracking _____				
Attachment _____				
Debris _____				
Other: _____				

5. ROOF ALTERATIONS				
Since Previous Inspection _____				
6. ROOF LEAKS				
Since Previous Inspection _____				
Active At This Time _____				

Roof alterations or leaks. Please report any alterations or leaks noticed. RGC will contact the owner to set up a claim if necessary

Remarks

No 'Roofer Responsibility' items, condition and maintenance only
Please report any roof leaks and the location to RGC

☐ Owner – Maintenance Requires Attention

☐ RGC – Active Roof Leakage Reported- Initiate Claim Under Guarantee

7. REMARKS: _____

☐ Owner should initiate maintenance work as noted.

INSPECTION FIRM

Dated: _____

Signed: _____

ACCEPTED by RGC ☐ Yes

☐ No

RGC Signature: _____

INSPECTION FIRM forwards 3 copies to RGC

RGC upon acceptance forwards 1 copy to ROOFER and 1 copy to OWNER

F-404

Reporting of 'Judgement' items

- Ridging of membranes
- Ponding
- Blisters

'Observation of condition' or

'Fault to be corrected'.

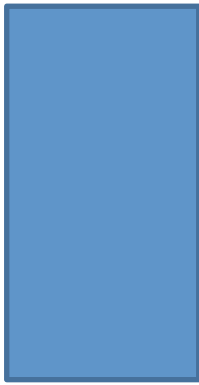
- With explanatory information

The most time consuming throughout the project, and guarantee claims.

DETAILS

Sealed roof membrane height

Original two heights, high for walls and openings that spill into the building, and low for sealed over curbs and parapets that spill outside the building.

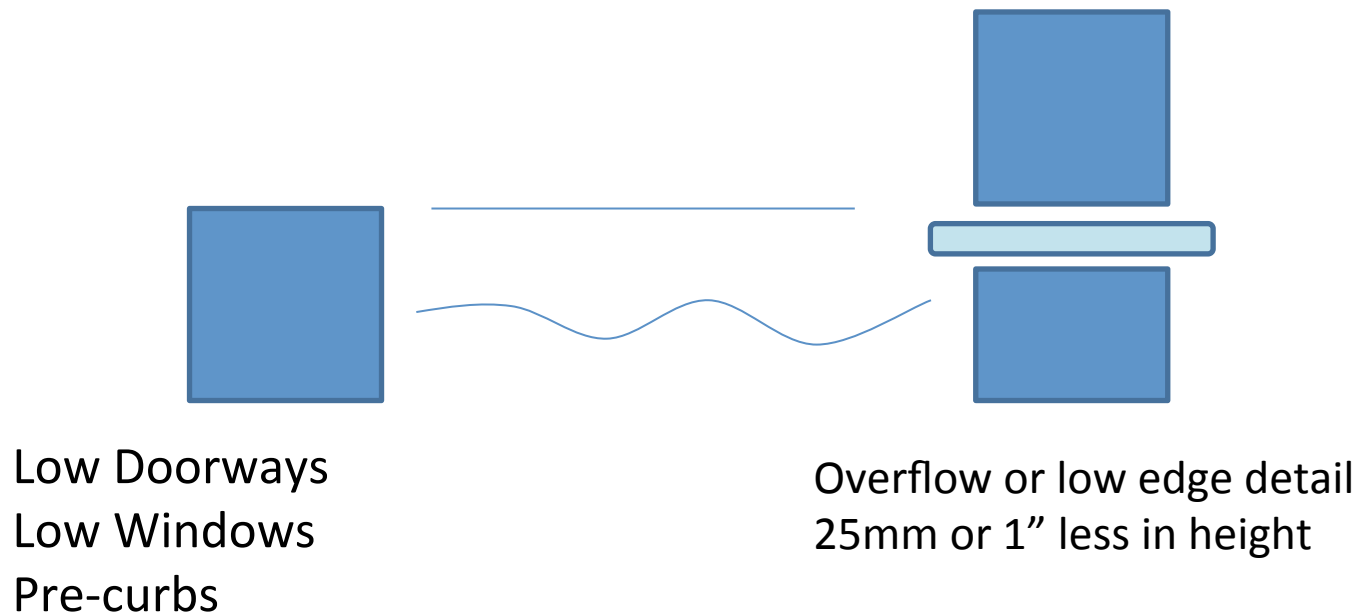


Open curbs and penetrations
200mm
8"



Outside Parapets or sealed over curbs
100mm
4"

Considerations for Lower Heights



Protect with overflow drainage or lower outside perimeter for those high rain and restricted drainage days.

If you have not seen the future already...

NEW AT RCABC



RoofStar

RGC Guarantee is now RoofStar Guarantee

- New name.....Same great guarantee
- Logos available for members and accepted inspection firms
- Dedicated www.roofstar.ca website
- Dedicated promotion :
- Severin Wolf
swolf@rcabc.org



Roofing Practices Manual in Wiki

-available soon

- Same great manual but more accessible
- Great for Ipads and smartphones etc.
- Faster updates without faxed notices
- Many years of various bad formatting gone
- Final formatting and new logos etc in progress

Set \$wgLogo
to the URL
path to your
own logo
image.

Navigation

[Main page](#)
[Community portal](#)
[Current events](#)
[Recent changes](#)
[Random page](#)
[Help](#)

Toolbox

[What links here](#)
[Related changes](#)
[Special pages](#)
[Printable version](#)
[Permanent link](#)

Category **Discussion**

Read

[View source](#)

[View history](#)

[Make into PDF](#)

Category:2.1 RGC Guarantee Standards for British Columbia

IMPORTANT NOTES:

(i) These Guarantee Standards, all additions and changes to them and, without limitation, all standards, explanations, recommendations, requirements, instructions, guidelines and descriptions are published to state the Guarantee Standards to be met and guidelines to be followed for issuance of a guarantee by the Roofing Contractors Association of British Columbia Guarantee Corp. under its Guarantee Program. These standards may be relied on only for the purpose of qualifying for an RGC Guarantee but, since any part of these standards may, at any time, be superseded by RGC publication or by decision of the Board of Directors or by acts of others, users are responsible for determining by way of enquiry that the contents of these standards are current. In the ongoing formulation of these standards, RGC relies on the advice of, and information from; architects, manufacturers, and others active in - or affecting - the roofing and waterproofing industry. This RGC Roofing Practices Manual cannot be relied upon by anyone involved in the design, specification, or installation of a particular roof or waterproofing project, as only the design authority for any specific roof or waterproofing project is in a position to be aware of, consider, and provide advice on all factors bearing on a particular project. Accordingly, RGC's responsibility for its Guarantee Standards, and the contents of this manual, is limited to specific guarantees issued by RGC under its Guarantee Program. The users of this manual must rely strictly on the advice and work of the design authority on each project, to the exclusion of RGC.

(ii) Should a conflict arise between a manufacturer's published specifications and the RGC Guarantee Standards, written agreement must be secured from RGC for determination of the appropriate standard.

(iii) Should a conflict arise between a manufacturer's published specifications and the guidelines issued in the RGC Roofing Practices Manual, the latest RGC Guarantee Standards shall supersede all other RGC guidelines.

(iv) Should a conflict arise between the RGC Guarantee Standards and the guidelines issued in the RGC Roofing Practices Manual, the latest RGC Guarantee Standards shall supersede all other RGC guidelines.

FORMAT:

GUARANTEE STANDARDS FOR FIVE-YEAR STANDARD, TEN-YEAR EXTENDED, FIVE-YEAR WATERPROOFING & FIVE-YEAR RESIDENTIAL GUARANTEES

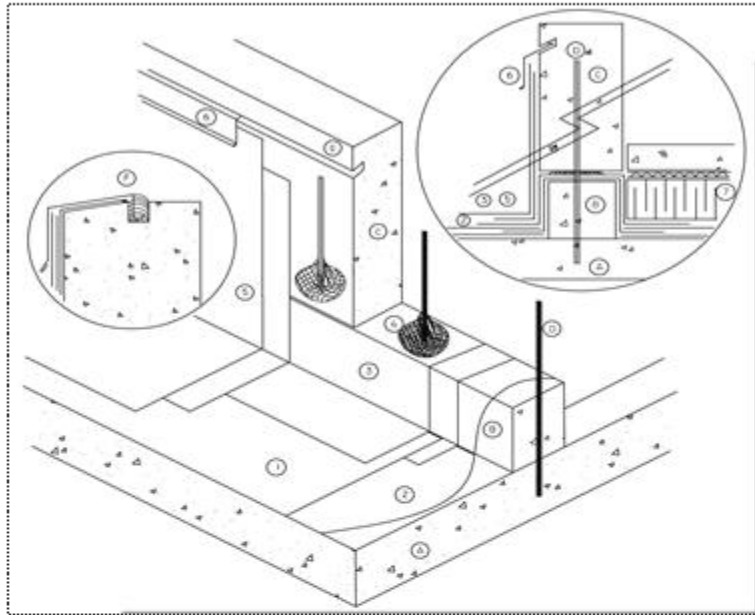
NOTE: All information indicates the minimum Guarantee Standards applicable to that particular roof for Five (5) Year Standard, Ten (10) Year Extended plus Five (5) Year Waterproofing & Five (5) Year Residential Guarantees.

The RGC Guarantee Standards for Low-Slope Roofing Systems are organized alpha-numerically as follows:

INSERT IMAGE HERE

NOTE: Refer to *RoofStar Guarantee Standards E* for additional requirements.


9.6.6 WALLS: PLANTER PRE-CURB WALL



WORK INCLUDED

- (1) **Primary Waterproofing Membrane:** Fully adhered to acceptable substrates (concrete slab depicted), installed as per *RoofStar Guarantee Standards E* and Membrane Manufacturer's installation specifications.
- (2) **Membrane Primer or Adhesive:** proprietary primer or adhesive, application and quantities as directed by membrane manufacturers published application specifications.
- (3) **Pre-Curb (Start-Up Curb) Membrane Flashing:** Two ply of membrane flashing (elastomeric, plastomeric, or modified bituminous) completely enclosing pre-curb and installed as per membrane manufacturer's published application specifications. Install membrane reinforcement gussets at all corner detail transitions.
- (4) **Proprietary liquid membrane flashing System:** RGC accepted Liquid Membrane Flashing System(s) (Refer to RPM Tab2.2 for accepted systems. Install as per Manufacturer's published instructions.
- (5) **Inside Planter Wall Membrane Flashing:** Adhered according to manufacturer's specifications. Carry membrane flashing plies to reglet termination near top of planter wall (stagger membrane seal minimum 300mm (6").
- (6) **Reglet Metal Counter Flashing:** As required by *RoofStar Guarantee Standards E*.
- (7) **Plaza Deck Assembly:** Extruded polystyrene insulation and filter mat (optional) over primary waterproofing membrane. Concrete pavers placed above pre-curb membrane flashing height on proprietary pedestals. **Note:** membrane and metal wall counter flashing is not

Safety Seminar



Steep slope roofing
Stay on Top
March 28, 2012 in Langley, B.C.

Register today!

Who should attend?
If you work in the Steep Slope Roofing Industry as a roofer, supervisor, employer, contractor, estimator, consultant/inspector or supplier, this day, focused on safety, is for you.

Sessions

Safety Responsibilities in the Roofing Industry
Safety is everybody's responsibility! This session is designed to illustrate what this statement means at each level of an organization. Brokers, owners, managers, supervisors, contractors, workers and regulatory personnel are involved and have to do their part to ensure that a worksite is safe for everyone who may enter it.

Fall Protection Planning and Procedures
This session is designed to assist employers, contractors and sub-contractors in planning their fall protection needs for each project they work on. This session will walk participants through planning, including the fall prevention methods and the use of fall protection equipment. Participants will receive tools and resources including forms, checklists and other information to assist with fall protection planning and procedures.

Officer Site Inspection, Equipment Demonstration and Inspection — a Practical Session
In an effort to create safe work environments, this session will show what WorkSafeBC Officers look for onsite (including work being performed by estimators, roofers and roof consultants). Participants will watch an inspection carried out and will then have an opportunity to inspect various types of fall protection equipment and try some equipment in a fall arrest situation.

Panel Discussion/Wrap Up
This closing session will have representatives from the roofing industry, WorkSafeBC and the RCABC sharing their thoughts on the importance of safety in steep slope roofing.

Date & time
Wednesday, March 28, 2012
8:00 a.m. - 4:30 p.m.
Space is limited, so register early!

Cost:
\$25 (lunch, free fall protection training, and equipment discounts included)

For information, email
steepsloperoof@worksafebc.com

Register online at
tinyurl.com/steep-slope-roofing

Location
Roofing Contractors Association of BC (RCABC)
9734-201 Street, Langley BC

You will receive

Free resources
All delegates will receive an information package with safety resource materials.

Free fall protection training
Vouchers will be given at the end of the day, which will allow participants entry into a fall protection course free of charge at RCABC within 2012.

Discount on fall protection equipment
Attendees will receive a discount on fall protection equipment. Offer valid until December 31, 2012.

WorkSafeBC
WORKING TO MAKE A DIFFERENCE

RCABC
ROOFING CONTRACTORS ASSOCIATION OF BRITISH COLUMBIA

BCCSA
BC Construction Safety Alliance

At RCABC on March 28, 2012

Register at Worksafe BC website **only**

Link to website on www.rcabc.org

Discount on safety equipment

Only \$25 ?

Thank-you

- Thank-you for participating in the RGC Guarantee Program.
- Enjoy the remainder of the program and the AGM