

MEKING BUILDTEC (INDIA) PRIVATE LIMITED

"We Deliver Quality"

#37, Level 2, Chateau D Ampa, Nelson Manickam Road, Aminjikarai,
Chennai - 29, Tamil Nadu **Tel :** +91 44 23745315 **Mob :** 73587 89910 / 96009 90759



MEKING INDIA AMC & MAINTENANCE SERVICES

ROOF SHEET MAINTENANCE

- | | | |
|--|------------------------------|-----------------------------|
| i. Roof Leakage Arrest | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ii. Sealant Refilling | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iii. Identifying Missing Screws | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iv. Roof Sheeting Cleaning | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| v. Replacement of Sheets | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| vi. Turbo Wind, Sky lights, Accessories Changing | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

GUTTER & DOWNSPOUT

- | | | |
|-------------------|------------------------------|-----------------------------|
| i. Debris Removal | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ii. Joints Check | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

STRUCTURE

- | | | |
|---|------------------------------|-----------------------------|
| i. Rust Identification on Primary & Secondary Structure | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ii. Bracing Check | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iii. Bolts Tightening Check | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

CONSTRUCTION

- | | | |
|---|---|-----------------------------|
| i. Expansion of Existing Building | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ii. New Building | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iii. Miscellaneous Structures
(Car Parking, Food Court, Roof Cover, Labour Quarters, Office Building, etc.,) | <input type="checkbox"/> Tensile Structure | |
| | <input type="checkbox"/> Space Frame | |
| | <input type="checkbox"/> Multi Storey Structure | |

OTHERS SPECIFY:

Company Name :

Person Name :

Contact No. :

Email ID :

Customer Signature

Date :

Meking Representative

Hand Sketch:

GENERAL INSTRUCTIONS

We recommend to you follow simple maintenance recommendations. By doing so you will substantially enhance the life of your investment.

The frequency of maintenance is dependent upon the environmental zone in which the building is located. The table below contains the recommended maintenance frequencies for different building locations,

BUILDING LOCATION	MAINTENANCE FREQUENCY
Within 5 km of the sea	Every 3 months
High pollution industrial area	Every 3 months
Medium pollution industrial area	Every 4 months
Areas of high humidity	Every 4 months
Low pollution industrial area	Every 6 months
Dry desert regions	Every 6 months

SAFETY NOTES :

- Exercise extreme caution when working on roofs.
- Use professional maintenance staff for maintenance works.
- Protect areas of roof, subject to frequent access, by temporary or permanent walkways.
- When maintaining overhead crane runways, immobilize the crane before commencement of work.

EXTERIOR MAINTENANCE PROCEDURE

- Debris and small items such as screws, pop rivets, drill bits or any ferrous object shall be removed by sweeping with a soft nylon brush. Large items such as sheer metal cut-offs shall be removed by hand to avoid damaging the surface of the roof panels. Such debris shall be removed after and trade. (e.g., electricians, plumbers, air conditioning technicians, steel erectors, etc.) has worked on the roof
- For buildings located in high pollution industrial areas, or close to marine environments, water alone may not be sufficient to remove saline deposits that have become encrusted on the panels. In such cases, a mild detergent shall be added to the initial washing water. Panels shall be washed with the mild detergent solution and a soft nylon brush. A final rinse with clean portable water should follow. Oil, grease, tar, wax or similar substances can be removed with mineral spirits followed by a detergent solution and a clean portable water rinse.
- Do not use caustic or abrasive cleaners, they may damage the paint and zinc layers.
- Eave gutters and valley gutters shall be thoroughly cleaned with a mild detergent solution and a soft nylon brush, followed by a rinse of clean potable water. Downspouts shall be clear of blockage and the downspout discharge shall have adequate drainage area.

MAINTENANCE ACCESSORIES

- Roll-Up Doors.
 - Clean and lubricate the chain and reduction drive gears.
- Power Vents.
 - Clean fan blades to remove build-up of dust and dirt.
- Buildings with Cranes.
 - Every 6 months check that all bracing is tight.
 - Check that all high strength bolts in the crane beams and the main frame connections are right.

RECORD OF MAINTENANCE

- A Periodic Maintenance Log Book shall be kept. All maintenance dates shall be recorded and signed by the maintenance staff.