

# RECORD KEEPING FOR COMPENSATION EVENTS

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# SOCIETY OF CONSTRUCTION LAW DELAY AND DISRUPTION PROTOCOL (2ND EDITION, FEBRUARY 2017)

- ◆ 4. Do not 'wait and see' regarding impact of delay events (contemporaneous analysis)
  - The parties should attempt so far as possible to deal with the time impact of Employer Risk Events as the work proceeds (both in terms of EOT and compensation).
  
- ◆ 19. Valuation of variations
  - Where practicable, the total likely effect of variations should be pre-agreed between the Employer/CA and the Contractor to arrive at, if possible, a fixed price of a variation, to include not only the direct costs (labour, plant and materials) but also the time-related and disruption costs, an agreed EOT and the necessary revisions to the programme.

# SOCIETY OF CONSTRUCTION LAW DELAY AND DISRUPTION PROTOCOL (2ND EDITION, FEBRUARY 2017)

- ◆ 17. Global Claims

If the Contractor has made and maintained accurate and complete records proportionate to the project, in most cases the Contractor should be able to **establish the causal link between the Employer Risk Event and the resultant costs and/or loss**, without the need to make a global claim. The failure to maintain such records is unlikely to justify the Contractor in making a global claim. The Protocol's guidance as to the keeping of records is set out in the guidance to Core Principle 1 in Part B.

# SOCIETY OF CONSTRUCTION LAW DELAY AND DISRUPTION PROTOCOL (2ND EDITION, FEBRUARY 2017)

- ◆ 18. Disruption Claims

The starting point of a disruption analysis is a review of productivity in carrying out the works over time in order to determine when lower productivity was achieved and what work activities were impacted. The analysis should then continue with development of an understanding of what works were carried out, when the works were carried out and what resources were used, followed by a review of the financial loss incurred. Maintaining accurate project records is therefore equally as important for a disruption analysis as it is for a delay analysis.

# SOCIETY OF CONSTRUCTION LAW DELAY AND DISRUPTION PROTOCOL (2ND EDITION, FEBRUARY 2017)

- ◆ Guidance Part B: Guidance on Core Principles
  - 1. Programme and records
    - 1.4 There is often a **lack of good record keeping** and a **lack of uniformity** of approach to record keeping as relevant to management of progress of the works and delay and disruption claims.
    - 1.7 Records relevant to progress and delay and disruption events **must be generated contemporaneously** as the works progress, and not afterwards.

# NEC4 - REVISING THE PROGRAMME

## Clause 32.1 provides:

The Contractor shows on each revised programme

- the actual progress achieved on each operation and its effect upon the timing of the remaining work,
- how the Contractor plans to deal with any delays and to correct notified Defects and
- any other changes which the Contractor proposes to make to the Accepted Programme.

# NEC4 - COMPENSATION EVENTS

The following events are compensation events – in summary:

- (1) **Changes to the Scope** instructed by the *Project Manager*.
- (2) The *Client* **not giving access**.
- (3) The *Client* **not providing something** which it is to provide.
- (4) The *Project Manager's* **instruction to stop** or not to start any work.
- (5) The *Client* or Others **not working to the Accepted Programme/Scope**.

## NEC4 - COMPENSATION EVENTS

- (6) The *Project Manager* or the *Supervisor* does not reply to a communication within the period required by the contract.
- (7) *Project Manager's* instructions for dealing with an object of value or of historical or other interest.
- (8) The *Project Manager* or the *Supervisor* changes a decision which either has previously communicated to the *Contractor*.

## NEC4 - COMPENSATION EVENTS

- (9) The *Project Manager* withholds an acceptance for a reason not stated in the contract.
- (10) Searching for Defects and no Defect is found.
- (11) A test or inspection done by the *Supervisor* causes unnecessary delay.

# NEC4 - COMPENSATION EVENTS

- (12) **Physical conditions.**
- (13) **Weather** event.
- (14) An event which is a **Client's liability.**
- (15) The *Project Manager* certifies **take over** of a part of the *works* before Completion.
- (16) The **Client** does not provide materials, facilities and **samples for tests and inspections** as stated in the Scope.
- (17) The *Project Manager* notifies the *Contractor* of a **correction to an assumption** which the *Project Manager* stated about a compensation event.
- (18) A **breach of contract by the Client** which is not one of the other compensation events in the contract.

# NEC4 - COMPENSATION EVENTS

- (19) **Force majeure** type event
- (20) The *Project Manager* notifies the *Contractor* that a **quotation for a proposed instruction is not accepted**.
- (21) **Additional compensation events** stated in Contract Data part one.

# NEC4 - NOTIFYING COMPENSATION EVENTS

## Clause 61.1 provides:

For a compensation event which arises from the Project Manager or the Supervisor giving an instruction or notification, issuing a certificate or changing an earlier decision, the **Project Manager notifies the Contractor of the compensation event at the time of that communication.**

# NEC4 - NOTIFYING COMPENSATION EVENTS

## Clause 61.3 provides:

The Contractor notifies the Project Manager of an event which has happened or which is expected to happen as a compensation event if

- the Contractor believes that the event is a compensation event and
- the Project Manager has not notified the event to the Contractor.

If the Contractor does not notify a compensation event **within eight weeks of becoming aware that the event has happened**, the Prices, the Completion Date or a Key Date are not changed unless the event arises from the Project Manager or the Supervisor giving an instruction or notification, issuing a certificate or changing an earlier decision.

# NEC4 - NOTIFYING COMPENSATION EVENTS

## Clause 62.2 provides:

Quotations for a compensation event comprise proposed changes to the Prices and any delay to the Completion Date and Key Dates assessed by the Contractor. **The Contractor submits details of the assessment with each quotation.** If the programme for remaining work is altered by the compensation event, the Contractor includes the alterations to the Accepted Programme in the quotation.

# NEC4 - QUOTATIONS FOR COMPENSATION EVENTS

Clause 62.3 provides, *inter alia*:

The Contractor submits quotations **within three weeks** of being instructed to do so by the Project Manager...

# NEC4 - ASSESSING COMPENSATION EVENTS

Clause 63.1 provides:

The change to the Prices is assessed as the effect of the compensation event upon

- the **actual** Defined Cost\* of the work **done** by the **dividing date**,
- the **forecast** Defined Cost of the work **not done** by the **dividing date** and
- the resulting Fee.

\*Defined Cost is the cost of the components in the Short Schedule of Cost Components.

# NEC4 - ASSESSING COMPENSATION EVENTS

## Clause 63.1 continued:

For a compensation event that arises from the *Project Manager or the Supervisor* giving an instruction or notification, issuing a certificate or changing an earlier decision, the **dividing date is the date of that communication.**

For **other** compensation events, the **dividing date is the date of the notification of the compensation event.**

# NEC4 - ASSESSING COMPENSATION EVENTS

Clause 63.15 (**Option B**) provides:

Assessments for changed Prices for compensation events are in the form of changes to the Bill of Quantities.

For the whole or a part of a compensation event for **work not yet done** and for which there is an item in the Bill of Quantities, the changes are

- a changed rate,
- a changed quantity or
- a changed lump sum.

# NEC4 - ASSESSING COMPENSATION EVENTS

## Clause 63.15 (**Option B**) continues:

For the whole or a part of a compensation event for **work not yet done** and for which there is no item in the Bill of Quantities, the change is a new priced item which, unless the Project Manager and the Contractor agree otherwise, is **compiled in accordance with the *method of measurement***.

For the whole or a part of a compensation event for **work already done**, the change is a new lump sum item.

# NEC4 - ASSESSING COMPENSATION EVENTS

## Clause 63.16 (**Option B**) provides:

If, when assessing a compensation event the People Rates do not include a rate for a **category of person required**, the Project Manager and Contractor may agree a new rates. If they do not agree the Project Manager assesses the rate based on the People Rates. The agreed or assessed rate becomes the People Rate for that category of person.

# CESMM4

## Section 7 provides *inter alia*:

- 7.2 A tenderer may insert in the **Bill of Quantities** such items for **Method-Related Charges** as he may decide to cover items of work relating to his intended method of executing the Works, the costs of which are not to be considered as proportional to the quantities of the other items and for which he has not allowed in the rates and prices for the other items.
- 7.6 Method-Related Charges shall not be subject to admeasurement but shall be **deemed to be prices for the purposes of valuing changes to the works** and revisions to rates as a consequence of a change in quantity arising from admeasurement.

# CESMM4: Civil Engineering Standard Method of Measurement (Fourth edition)

## CLASS A: GENERAL ITEMS

| FIRST DIVISION             | SECOND DIVISION  | THIRD DIVISION   | MEASUREMENT RULES  | DEFINITION RULES   | COVERAGE RULES   | ADDITIONAL DESCRIPTION RULES  |
|----------------------------|--|--|--|--|--|---|
|                            |  |  | <b>M1</b> The unit of measurement for general items may be the sum, except where another unit of measurement is used in accordance with rule M2.   |  |  |   |
| 1 Contractual requirements | 1 Performance bond<br>2 Insurances<br>3 Parent company guarantee |  | <b>M2</b> An item may be given for a Parent Company Guarantee where it is envisaged a tenderer may be a subsidiary of a larger company or group.   |  | <b>C1</b> Items for <i>insurances</i> classed as <i>contractual requirements</i> |   |
| 2 Specified requirements   | 1 Accommodation for the contract administrators                  | 1 Offices<br>2 Laboratories<br>3 Cabins  | <b>M3</b> A quantity shall be given against all items for <i>specified requirements</i> of which the value is to be ascertained and determined by admeasurement. A unit of measurement shall be stated for each such item. | <b>D1</b> All work other than the permanent works which is expressly stated in the contract to be carried out by the contractor and of which the nature and extent is expressly stated in the contract shall be classed as <i>specified requirements</i> . |  | <b>A1</b> Item descriptions for work classed as <i>specified requirements</i> which is to be carried out after the date for completion shall so state.<br><br><b>A2</b> Item descriptions for work classed as <i>specified requirements</i> shall distinguish between the establish and removal of services or facilities and their continuing operation or maintenance.<br><br><b>A3</b> Item descriptions for <i>testing of materials</i> and <i>testing of the works</i> shall include particulars of samples and of methods of testing. |
|                            | 2 Services for the contract administrators                       | 1 Transport vehicles<br>2 Telephones   |  |  |  |   |
|                            | 3 Equipment for use by the contract administrators               | 1 Office equipment<br>2 Laboratory equipment<br>3 Surveying equipment  |  |  |  |   |
|                            | 4 Attendance upon the contract administrators                    | 1 Drives<br>2 Chainmen<br>3 Laboratory assistants  |  |  |  |   |
|                            | 5 Testing of materials<br>6 Testing of the Works                 |  | <b>M4</b> Items shall be given in this class for all <i>testing</i> for which items are not given separately as set out in other classes.  |  |  |   |
|                            | 7 Temporary Works  | 1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling |  |  |  |   |

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## CLASS A: GENERAL ITEMS

| FIRST DIVISION             | SECOND DIVISION   | THIRD DIVISION  | MEASUREMENT RULES   | DEFINITION RULES   | COVERAGE RULES   | ADDITIONAL DESCRIPTION RULES  |
|----------------------------|---|---|---|--|--|---|
|                            |   |   | <b>M1</b> The unit of measurement for general items may be the sum, except where another unit of measurement is used in accordance with rule M2.  |  |  |   |
| 1 Contractual requirements | 2 Company guarantee   |   | <b>M2</b> An item may be given for a Parent Company Guarantee where it is envisaged a tenderer may be a subsidiary of a larger company or group.  |  | <b>C1</b> Items for <i>insurances</i> classed as <i>contractual requirements</i> |   |
| 2 Specified requirements   | 1 Accommodation for the contract administrators<br>2 Services for the contract administrators<br>3 Equipment for use by the contract administrators<br>4 Attendance upon the contract administrators<br>5 Testing of materials<br>6 Testing of the Works<br>7 Temporary Works | 1 Offices<br>2 Laboratories<br>3 Cabins<br><br>1 Transport vehicles<br>2 Telephones<br><br>1 Office equipment<br>2 Laboratory equipment<br>3 Surveying equipment<br><br>1 Drives<br>2 Chainmen<br>3 Laboratory assistants<br><br>1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling | <b>M3</b> A quantity shall be given against all items for <i>specified requirements</i> of which the value is to be ascertained and determined by admeasurement. A unit of measurement shall be stated for each such item.<br><br><b>M4</b> Items shall be given in this class for all <i>testing</i> for which items are not given separately as set out in other classes. | <b>D1</b> All work other than the permanent works which is expressly stated in the contract to be carried out by the contractor and of which the nature and extent is expressly stated in the contract shall be classed as <i>specified requirements</i> . |  | <b>A1</b> Item descriptions for work classed as <i>specified requirements</i> which is to be carried out after the date for completion shall so state.<br><br><b>A2</b> Item descriptions for work classed as <i>specified requirements</i> shall distinguish between the establish and removal of services or facilities and their continuing operation or maintenance.<br><br><b>A3</b> Item descriptions for <i>testing of materials</i> and <i>testing of the works</i> shall include particulars of samples and of methods of testing. |

Specified requirements

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## CLASS A: GENERAL ITEMS

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|----------------------------|---|---|---|--|--|---|
|                            |   |   | <b>M1</b> The unit of measurement for general items may be the sum, except where another unit of  |  |  |   |
| 1 Contractual requirements | 1 Performance bond<br>2 Insurances<br>3 Parent company guarantee  |   | where it is envisaged a tenderer may be a subsidiary of a larger company or group.  |  | <b>C1</b> Items for <i>insurances</i> classed as <i>contractual requirements</i> |   |
| 2 Specified requirements   | 1 Accommodation for the contract administrators<br>2 Services for the contract administrators<br>3 Equipment for use by the contract administrators<br>4 Attendance upon the contract administrators<br>5 Testing of materials<br>6 Testing of the Works<br>7 Temporary Works | 1 Offices<br>2 Laboratories<br>3 Cabins<br><br>1 Transport vehicles<br>2 Telephones<br><br>1 Office equipment<br>2 Laboratory equipment<br>3 Surveying equipment<br><br>1 Drives<br>2 Chainmen<br>3 Laboratory assistants<br><br>1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling | <b>M3</b> A quantity shall be given against all items for <i>specified requirements</i> of which the value is to be ascertained and determined by admeasurement. A unit of measurement shall be stated for each such item.<br><br><b>M4</b> Items shall be given in this class for all <i>testing</i> for which items are not given separately as set out in other classes. | <b>D1</b> All work other than the permanent works which is expressly stated in the contract to be carried out by the contractor and of which the nature and extent is expressly stated in the contract shall be classed as <i>specified requirements</i> . |  | <b>A1</b> Item descriptions for work classed as <i>specified requirements</i> which is to be carried out after the date for completion shall so state.<br><br><b>A2</b> Item descriptions for work classed as <i>specified requirements</i> shall distinguish between the establish and removal of services or facilities and their continuing operation or maintenance.<br><br><b>A3</b> Item descriptions for <i>testing of materials</i> and <i>testing of the works</i> shall include particulars of samples and of methods of testing. |

**Accommodation for the contract administrators**

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## CLASS A: GENERAL ITEMS

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|----------------------------|---|---|--|--|---|--|
|                            |   |   | <p><b>M1</b> The unit of measurement for general items may be the sum, except where</p>  |  |   |  |
| 1 Contractual requirements | 1 Performance bond<br>2 Insurances<br>3 Parent company guarantee  |   | <p>when engaged a tender may be a subsidiary of a larger company or group.</p>   |  | <p><b>C1</b> Items for <i>insurances</i> classed as <i>contractual requirements</i></p> |  |
| 2 Specified requirements   | 1 Accommodation for the contract administrators<br>2 Services for the contract administrators<br>3 Equipment for use by the contract administrators<br>4 Attendance upon the contract administrators<br>5 Testing of materials<br>6 Testing of the Works<br>7 Temporary Works | 1 Offices<br>2 Laboratories<br>3 Cabins<br>1 Transport vehicles<br>2 Telephones<br>1 Office equipment<br>2 Laboratory equipment<br>3 Surveying equipment<br>1 Drives<br>2 Chainmen<br>3 Laboratory assistants<br>1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling | <p><b>M3</b> A quantity shall be given against all items for <i>specified requirements</i> of which the value is to be ascertained and determined by admeasurement. A unit of measurement shall be stated for each such item.</p> <p><b>M4</b> Items shall be given in this class for all <i>testing</i> for which items are not given separately as set out in other classes.</p> | <p><b>D1</b> All work other than the permanent works which is expressly stated in the contract to be carried out by the contractor and of which the nature and extent is expressly stated in the contract shall be classed as <i>specified requirements</i>.</p> |   | <p><b>A1</b> Item descriptions for work classed as <i>specified requirements</i> which is to be carried out after the date for completion shall so state.</p> <p><b>A2</b> Item descriptions for work classed as <i>specified requirements</i> shall distinguish between the establish and removal of services or facilities and their continuing operation or maintenance.</p> <p><b>A3</b> Item descriptions for <i>testing of materials</i> and <i>testing of the works</i> shall include particulars of samples and of methods of testing.</p> |

**1 Offices**  
**2 Laboratories**  
**3 Cabins**

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## CLASS A: GENERAL ITEMS

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|                            |  |  | <b>M1</b> The unit of measurement for general items may be the sum, except where another unit of measurement is used in accordance with rule M2. |  |  |   |
| 1 Contractual requirements | 1 Performance bond<br>2 Insurances<br>3 Parent company guarantee |  | <b>M2</b> An item may be given for a Parent Company Guarantee where it is envisaged a tenderer may be a subsidiary of a larger company or group. |  | <b>C1</b> Items for <i>insurances</i> classed as <i>contractual requirements</i> |   |
| 2 Specified requirements   | 1 Accommodation for the contract administrators                  | 1 Offices<br>2 Laboratories<br>3 Cabins  | <b>M3</b> A quantity shall be given against all items for <i>specified requirements</i> of which the value is to be                              | <b>D1</b> All work other than the permanent works which is expressly stated in the contract to be carried out by the contractor and of which the nature and extent is expressly stated in the contract shall be classed as <i>specified requirements</i> . |  | <b>A1</b> Item descriptions for work classed as <i>specified requirements</i> which is to be carried out after the date for completion shall so state.<br><br><b>A2</b> Item descriptions for work classed as <i>specified requirements</i> shall distinguish between the establish and removal of services or facilities and their continuing operation or maintenance.<br><br><b>A3</b> Item descriptions for <i>testing of materials</i> and <i>testing of the works</i> shall include particulars of samples and of methods of testing. |
|                            | 2 Services for the contract administrators                       | 1 Transport vehicles   |  |  |  |   |
|                            | 3 Equipment for use by the contract administrators               |  |  |  |  |   |
|                            | 4 Attendance upon the contract administrators                    | 3  |  |  |  |   |
|                            | 5 Testing of materials<br>6 Testing of the Works                 |  | <b>M4</b> Items shall be given in this class for all <i>testing</i> for which items are not given separately as set out in other classes.        |  |  |   |
|                            | 7 Temporary Works  | 1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling |  |  |  |   |

**7 Temporary Works**

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|----------------------------|--|--|--|--|--|---|
|                            |  |  | <b>M1</b> The unit of measurement for general items may be the sum, except where another unit of measurement is used in accordance with rule M2.   |  |  |   |
| 1 Contractual requirements | 1 Performance bond<br>2 Insurances<br>3 Parent company guarantee |  | <b>M2</b> An item may be given for a Parent Company Guarantee where it is envisaged a tenderer may be a subsidiary of a larger company or group.   |  | <b>C1</b> Items for <i>insurances</i> classed as <i>contractual requirements</i> |   |
| 2 Specified requirements   | 1 Accommodation for the contract administrators                  | 1 Offices<br>2 Laboratories<br>3 Cabins  | <b>M3</b> A quantity shall be given against all items for <i>specified requirements</i> of which the value is to be ascertained and determined by admeasurement. A unit of measurement shall be stated for each such item. | <b>D1</b> All work other than the permanent works which is expressly stated in the contract to be carried out by the contractor and of which the nature and extent is expressly stated in the contract shall be classed as <i>specified requirements</i> . |  | <b>A1</b> Item descriptions for work classed as <i>specified requirements</i> which is to be carried out after the date for completion shall so state.<br><br><b>A2</b> Item descriptions for work classed as <i>specified requirements</i> shall distinguish between the establish and removal of services or facilities and their continuing operation or maintenance.<br><br><b>A3</b> Item descriptions for <i>testing of materials</i> and <i>testing of the works</i> shall include particulars of samples and of methods of testing. |
|                            | 2 Services for the contract administrators                       | 1 Transport vehicles<br>2 Telephones   |  |  |  |   |
|                            | 3 Equipment for use by the contract administrators               | 1 Office equipment<br>2 Laboratory equipment<br>3 Surveying equipment  |  |  |  |   |
|                            | 4 Attendance upon the contract administrators                    | 1 Drives<br>2 Chainmen<br>3 Laboratory assistants  |  |  |  |   |
|                            | 5 Testing of materials<br>6 Testing of the Works                 |  |  |  |  |   |
|                            | 7 Temporary Works  | 1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling |  |  |  |   |
|                            |  |  | <b>M4</b> Items shall be given in this class for all   |  |  |   |

**6 Pumping**

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## CLASS A: GENERAL ITEMS

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|----------------------------|--|--|--|--|----------------|--|
|                            |  |  | <b>M1</b> The unit of measurement for general items may be the sum, except where another unit of measurement is used in accordance with rule M2.   |  |                |  |
| 1 Contractual requirements | 1 Performance bond<br>2 Insurances<br>3 Parent company guarantee |  | <b>M2</b> An item may be given for a Parent Company Guarantee where it is envisaged a tenderer may be a subsidiary of a larger company or group.   |  |                |  |
| 2 Specified requirements   | 1 Accommodation for the contract administrators                  | 1 Offices<br>2 Laboratories<br>3 Cabins  | <b>M3</b> A quantity shall be given against all items for <i>specified requirements</i> of which the value is to be ascertained and determined by admeasurement. A unit of measurement shall be stated for each such item. | <b>D1</b> All work more than that specified in the contract to be carried out by the contractor and of which the nature and extent is expressly stated in the contract shall be classed as <i>specified requirements</i> . |                | <p><b>A1</b> Item descriptions for work classed as <i>specified requirements</i> which is to be carried out after the date for completion shall so state.</p> <p><b>A2</b> Item descriptions for work classed as <i>specified requirements</i> shall distinguish between the establish and removal of services or facilities and their continuing operation or maintenance.</p> <p><b>A3</b> Item descriptions for <i>testing of materials</i> and <i>testing of the works</i> shall include particulars of samples and of methods of testing.</p> |
|                            | 2 Services for the contract administrators                       | 1 Transport vehicles<br>2 Telephones   |  |  |                |  |
|                            | 3 Equipment for use by the contract administrators               | 1 Office equipment<br>2 Laboratory equipment<br>3 Surveying equipment  |  |  |                |  |
|                            | 4 Attendance upon the contract administrators                    | 1 Drives<br>2 Chainmen<br>3 Laboratory assistants  |  |  |                |  |
|                            | 5 Testing of materials<br>6 Testing of the Works                 |  |  |  |                |  |
|                            | 7 Temporary Works  | 1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling | <b>M4</b> Items shall be given in this class for all <i>testing</i> for which items are not given separately as set out in other classes.  |  |                |  |

“...the value is to be ascertained and determined by admeasurement...”

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## CLASS A: GENERAL ITEMS

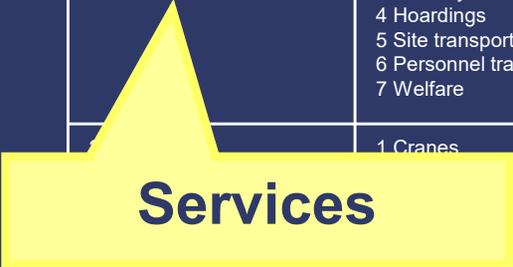
| FIRST DIVISION           | SECOND DIVISION               | THIRD DIVISION   | MEASUREMENT RULES  | DEFINITION RULES | COVERAGE RULES | ADDITIONAL DESCRIPTION RULES  |
|--------------------------|-------------------------------|--|--|------------------|----------------|---|
| 3 Method-Related Charges | 1 Accommodation and buildings | 1 Offices<br>2 Laboratories<br>3 Cabins<br>4 Stores<br>5 Canteens and messrooms  | M5 Items for <i>Method-Related Charges</i> , if any, shall be inserted by the tenderer in accordance with section 7. |                  |                | A4 Item descriptions for <i>Method-Related Charges</i> shall distinguish between Fixed and Time-Related Charges |
|                          | 2 Services                    | 1 Electricity<br>3   |  |                  |                |   |
|                          | 3 Plant                       |  |  |                  |                |   |
|                          | 4 Plant                       | 4 Compaction<br>5 Concrete mixing<br>6 Concrete transport<br>7 Pile driving<br>8 Pile boring   |  |                  |                |   |
|                          |                               | 1 Pipelaying<br>2 Paving<br>3 Tunnelling<br>4 Crushing and screening<br>5 Boring and drilling  |  |                  |                |   |
|                          | 5 Temporary Works             | 1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling |  |                  |                |   |
|                          | 6 Temporary Works             | 1 Access scaffolding<br>2 Support scaffolding and propping<br>3 Piling<br>4 Formwork<br>5 Shafts and pits<br>6 Hardstandings                                 |  |                  |                |   |
|                          | 7 Supervision and labour      | 1 Supervision<br>2 Administration<br>3 Labour teams  |  |                  |                |   |

**Accommodation  
and buildings**

# CESMM4: Civil Engineering Standard Method of Measurement (Fourth edition)

## CLASS A: GENERAL ITEMS

| FIRST DIVISION           | SECOND DIVISION               | THIRD DIVISION   | MEASUREMENT RULES   | DEFINITION RULES | COVERAGE RULES | ADDITIONAL DESCRIPTION RULES   |
|--------------------------|-------------------------------|--|---|------------------|----------------|--|
| 3 Method-Related Charges | 1 Accommodation and buildings | 1 Offices<br>2 Laboratories<br>3 Cabins<br>4 Stores<br>5 Canteens and messrooms  | <b>M5</b> Items for <i>Method-Related Charges</i> , if any, shall be inserted by the tenderer in accordance with section 7. |                  |                | <b>A4</b> Item descriptions for <i>Method-Related Charges</i> shall distinguish between Fixed and Time-Related Charges |
|                          | 2 Services                    | 1 Electricity<br>2 Water<br>3 Security<br>4 Hoardings<br>5 Site transport<br>6 Personnel transport<br>7 Welfare  |   |                  |                |  |
|                          |                               | 1 Cranes   |   |                  |                |  |
|                          |                               | 2 Piling<br>3 Concrete transport<br>4 Pile driving<br>5 Pile boring  |   |                  |                |  |
|                          | 4 Plant                       | 1 Pipelaying<br>2 Paving<br>3 Tunnelling<br>4 Crushing and screening<br>5 Boring and drilling  |   |                  |                |  |
|                          | 5 Temporary Works             | 1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling |   |                  |                |  |
|                          | 6 Temporary Work              | 1 Access scaffolding<br>2 Support scaffolding and propping<br>3 Piling<br>4 Formwork<br>5 Shafts and pits<br>6 Hardstandings                                 |   |                  |                |  |
|                          | 7 Supervision and labour      | 1 Supervision<br>2 Administration<br>3 Labour teams  |   |                  |                |  |



# CESMM4: Civil Engineering Standard Method of Measurement (Fourth edition)

## CLASS A: GENERAL ITEMS

| FIRST DIVISION           | SECOND DIVISION               | THIRD DIVISION   | MEASUREMENT RULES  | DEFINITION RULES | COVERAGE RULES | ADDITIONAL DESCRIPTION RULES  |
|--------------------------|-------------------------------|--|--|------------------|----------------|---|
| 3 Method-Related Charges | 1 Accommodation and buildings | 1 Offices<br>2 Laboratories<br>3 Cabins<br>4 Stores<br>5 Canteens and messrooms  | M5 Items for <i>Method-Related Charges</i> , if any, shall be inserted by the tenderer in accordance with section 7. |                  |                | A4 Item descriptions for <i>Method-Related Charges</i> shall distinguish between Fixed and Time-Related Charges |
|                          | 2 Services                    | 1 Electricity<br>2 Water<br>3 Security<br>4 Hoardings<br>5 Site transport<br>6 Personnel transport<br>7 Welfare                          |  |                  |                |   |
|                          | 3 Plant                       | 1 Cranes<br>2 Transport<br>3 Earthmoving<br>4 Compaction<br>5 Concrete mixing<br>6 Concrete transport<br>7 Pile driving<br>8 Pile boring |  |                  |                |   |
|                          | 4 Plant                       | 1 Pipelaying<br>2 Paving<br>3 Tunnelling<br>4 Crushing and screening<br>5 Boring and drilling  |  |                  |                |   |
|                          | 5 Temporary Work              | 1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Access   |  |                  |                |   |
|                          | 6 Temporary Work              | 1 Access scaffolding<br>2 Support scaffolding and propping<br>3 Piling<br>4 Formwork<br>5 Shafts and pits<br>6 Hardstandings             |  |                  |                |   |
|                          | 7 Supervision and labour      | 1 Supervision<br>2 Administration<br>3 Labour teams  |  |                  |                |   |



# CESMM4: Civil Engineering Standard Method of Measurement (Fourth edition)

## CLASS A: GENERAL ITEMS

| FIRST DIVISION           | SECOND DIVISION               | THIRD DIVISION   | MEASUREMENT RULES  | DEFINITION RULES | COVERAGE RULES | ADDITIONAL DESCRIPTION RULES  |
|--------------------------|-------------------------------|--|--|------------------|----------------|---|
| 3 Method-Related Charges | 1 Accommodation and buildings | 1 Offices<br>2 Laboratories<br>3 Cabins<br>4 Stores<br>5 Canteens and messrooms  | M5 Items for <i>Method-Related Charges</i> , if any, shall be inserted by the tenderer in accordance with section 7. |                  |                | A4 Item descriptions for <i>Method-Related Charges</i> shall distinguish between Fixed and Time-Related Charges |
|                          | 2 Services                    | 1 Electricity<br>2 Water<br>3 Security<br>4 Hoardings<br>5 Site transport<br>6 Personnel transport<br>7 Welfare  |  |                  |                |   |
|                          | 3 Plant                       | 1 Cranes<br>2 Transport<br>3 Earthmoving<br>4 Compaction<br>5 Piling<br>6 Transport  |  |                  |                |   |
|                          | 4 Plant                       | 3 Tunnelling<br>4 Crushing and screening<br>5 Boring and drilling  |  |                  |                |   |
|                          | 5 Temporary Works             | 1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads<br>4 Bridges<br>5 Cofferdams<br>6 Pumping<br>7 De-watering<br>8 Compressed air for tunnelling |  |                  |                |   |
|                          | 6 Temporary Work              | 1 Access scaffolding<br>2 Support scaffolding and propping<br>3 Piling<br>4 Formwork<br>5 Shafts and pits<br>6 Hardstandings                                 |  |                  |                |   |
|                          | 7 Supervision and labour      | 1 Supervision<br>2 Administration<br>3 Labour teams  |  |                  |                |   |

**Temporary Works**

# CESMM4: Civil Engineering Standard Method of Measurement (Fourth edition)

## CLASS A: GENERAL ITEMS

| FIRST DIVISION           | SECOND DIVISION               | THIRD DIVISION   | MEASUREMENT RULES  | DEFINITION RULES | COVERAGE RULES | ADDITIONAL DESCRIPTION RULES  |
|--------------------------|-------------------------------|--|--|------------------|----------------|---|
| 3 Method-Related Charges | 1 Accommodation and buildings | 1 Offices<br>2 Laboratories<br>3 Cabins<br>4 Stores<br>5 Canteens and messrooms  | M5 Items for <i>Method-Related Charges</i> , if any, shall be inserted by the tenderer in accordance with section 7. |                  |                | A4 Item descriptions for <i>Method-Related Charges</i> shall distinguish between Fixed and Time-Related Charges |
|                          | 2 Services                    | 1 Electricity<br>2 Water<br>3 Security<br>4 Hoardings<br>5 Site transport<br>6 Personnel transport<br>7 Welfare                          |  |                  |                |   |
|                          | 3 Plant                       | 1 Cranes<br>2 Transport<br>3 Earthmoving<br>4 Compaction<br>5 Concrete mixing<br>6 Concrete transport<br>7 Pile driving<br>8 Pile boring |  |                  |                |   |
|                          | 4 Plant                       | 1 Pipelaying<br>2 Paving<br>3 Tunnelling<br>4 Crushing and screening<br>5 Boring and drilling  |  |                  |                |   |
|                          | 5 Temporary Works             | 1 Traffic diversions<br>2 Traffic regulation<br>3 Access roads   |  |                  |                |   |
|                          | 6 Temporary Work              | 1 Scaffolding<br>2 Support scaffolding and propping<br>3 Piling<br>4 Formwork<br>5 Shafts and pits<br>6 Hardstandings                    |  |                  |                |   |
|                          | 7 Supervision and labour      | 1 Supervision<br>2 Administration<br>3 Labour teams  |  |                  |                |   |

**Supervision and labour**

# IMPORTANCE OF RECORDS

Northern Ireland Housing Executive v Healthy Buildings (Ireland) Limited [2017]:

“Evidence, from time sheets and other material, of what the consultant actually did in that period, particularly with reference to the change in instructions, is **not only relevant evidence but clearly the best evidence** to assist the court in calculating the “compensation” to which the consultant is entitled...”.

Mansion Place Limited v Fox Industrial Services Limited [2021]:

*“...I must look at the witnesses' evidence through the **prism of the contemporaneous documents**; of their subsequent actions; of those events which are accepted or clearly demonstrated to have happened; and of inherent likelihood. The impression made by the demeanour of a witness must be set against those matters and to the extent that the **contemporaneous documents** in particular show a picture different from that depicted by a particular witness it is the former and not the latter which I should regard as more likely to be an accurate account of what happened”.*



SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2) | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5) | DELAY TO ACTIVITY /ACTIVITIES<br>(6) (7) |  | DELAY TO ACTIVITY/ ACTIVITIES (Working<br>(8) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|----------------------------|--|--|---|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |                            |  |  |   |                              |   |
| (1)<br>ACTUAL   |  |                    |                    |                            |  |  |   |                              |   |

**DIVIDING DATE**

**(1)  
ACTUAL**

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2) | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5) | DELAY TO ACTIVITY /ACTIVITIES |                 | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|----------------------------|-------------------------------|-----------------|---|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |                            | STARTED<br>(6)                | FINISHED<br>(7) |   |                              |   |
| (1)<br>ACTUAL   |  |                    |                    |                            |                               |                 |   |                              |   |

**ITEM NO. (1)**

**Basis of correlation between schedules and records**

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.      | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE   | DIVIDING DATE   |                 | ACTIVITIES AFFECTED | DELAY TO ACTIVITY /ACTIVITIES |              | DELAY TO ACTIVITY/ ACTIVITIES (Working Days) | PHYSICAL CONSEQUENCES | DELAY TO OVERALL COMPLETION (Calendar Days) |
|---------------|---|-----------------|-----------------|---------------------|-------------------------------|--------------|--|-----------------------|---|
|               |   | DATE OF PMI (3) | DATE OF NCE (4) |                     | STARTED (6)                   | FINISHED (7) |  |                       |   |
| (1)           | (2)   | (3)             | (4)             | (5)                 | (6)                           | (7)          | (8)  | (9)                   | (10)  |
| (1)<br>ACTUAL | <div data-bbox="394 581 1646 841" style="background-color: yellow; border: 2px solid black; padding: 10px; text-align: center;"> <p><b>DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE (2)</b></p> </div> <div data-bbox="344 919 1276 1315" style="background-color: lightgreen; border: 2px solid green; padding: 10px; margin-top: 20px;"> <p><b>Chronological listing of an event “which has happened or which is expected to happen as a compensation event” (clause 61.3).</b></p> </div> |                 |                 |                     |                               |              |  |                       |   |

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2) | DIVIDING DATE      |                       | ACTIVITIES AFFECTED | DELAY TO ACTIVITY /ACTIVITIES |                 | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|-----------------------|---------------------|-------------------------------|-----------------|---|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NOTICE<br>(4) |                     | STARTED<br>(6)                | FINISHED<br>(7) |   |                              |   |
| (1)<br>ACTUAL   |  |                    |                       |                     |                               |                 |   |                              |   |

**DIVIDING DATE**

- ◆ For correlation only
- ◆ Schedule not intended to be a substitute for notices under clause 61.3
- ◆ Time-bar for claims if notice not given within the specified time (8-weeks under the standard clause 61.3).

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2) | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5) | DELAY TO ACTIVITY /ACTIVITIES |                 | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|----------------------------|-------------------------------|-----------------|---|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |                            | STARTED<br>(6)                | FINISHED<br>(7) |   |                              |   |
| (1)<br>ACTUAL   |  |                    |                    |                            |                               |                 |   |                              |   |

**ACTIVITIES AFFECTED**  
(5)

The effects of any given compensation event could vary from one activity to another

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.      | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE | DIVIDING DATE |         | ACTIVITIES AFFECTED | DELAY TO ACTIVITY /ACTIVITIES |          | DELAY TO ACTIVITY/ ACTIVITIES (Working Days) | PHYSICAL CONSEQUENCES | DELAY TO OVERALL COMPLETION (Calendar Days) |
|---------------|---|---------------|---------|---------------------|-------------------------------|----------|--|-----------------------|---|
|               |   | DATE OF PMI   | DATE OF |                     | STARTED                       | FINISHED |  |                       |   |
| (1)           |   |               |         |                     | (6)                           | (7)      | (8)  | (9)                   | (10)  |
| (1)<br>ACTUAL |   |               |         |                     |                               |          |  |                       |   |

**DELAY TO ACTIVITY/ACTIVITIES**

**STARTED (6) FINISHED (7)**

**Start and finish dates are essential to:**

- ◆ determine whether any particular cause of delay is critical to overall completion
- ◆ fix the window for the assessment of the effects of the compensation event on Defined Cost

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2) | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5) | DELAY TO ACTIVITY /ACTIVITIES |                 | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|----------------------------|-------------------------------|-----------------|---|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |                            | STARTED<br>(6)                | FINISHED<br>(7) |   |                              |   |
| (1)<br>ACTUAL   |  |                    |                    |                            |                               |                 |   |                              |   |

**DELAY TO ACTIVITY (Working Days) (8)**

**Basis of assessment of the effects of the compensation event on activity related Defined Cost**

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2) | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5) | DELAY TO ACTIVITY /ACTIVITIES |                 | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|----------------------------|-------------------------------|-----------------|---|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |                            | STARTED<br>(6)                | FINISHED<br>(7) |   |                              |   |
| (1)<br>ACTUAL   |  |                    |                    |                            |                               |                 |   |                              |   |

**PHYSICAL CONSEQUENCES (9)**

**A short statement of what happened in fact which go to the assessment of activity related Defined Cost**

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2)  | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5) | DELAY TO ACTIVITY /ACTIVITIES |                 | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|---|--------------------|--------------------|----------------------------|-------------------------------|-----------------|---|------------------------------|---|
|                 |   | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |                            | STARTED<br>(6)                | FINISHED<br>(7) |   |                              |   |
| (1)             |   |                    |                    |                            |                               |                 |   |                              |   |
| (1)             | <p>ACTU</p> <p>◆ The period of critical delay will be determined by delay analysis and will be the basis of the assessment of time-related Defined Cost</p> |                    |                    |                            |                               |                 |   |                              |   |
|                 |   |                    |                    |                            |                               |                 |   |                              |   |

**DELAY TO OVERALL COMPLETION (Calendar Days) (10)**



**SCHEDULE 2 – LATE INFORMATION**

| ITEM NO | INFORMATION ISSUE     |                 |                   |                 |               |               |           |      | Activity/Activities Affected |
|---------|-----------------------|-----------------|-------------------|-----------------|---------------|---------------|-----------|------|------------------------------|
|         | Nature of Information | Date of Request | Manner of Request | Nature of Issue | Date Required | Date Received | Days Late |      |                              |
| (1)     | (2)                   | (4)             | (5)               | (6)             | (7)           | (8)           | (9)       | (10) |                              |
|         |                       |                 |                   |                 |               |               |           |      |                              |
|         |                       |                 |                   |                 |               |               |           |      |                              |
|         |                       |                 |                   |                 |               |               |           |      |                              |

**ITEM NO. (1)**

**Schedule 2 Item number**

SCHEDULE 2 – LATE INFORMATION

| ITEM NO. | INFORMATION REQUEST |                   |                 | INFORMATION ISSUE |               |           |      | Activity/Activities Affected |
|----------|---------------------|-------------------|-----------------|-------------------|---------------|-----------|------|------------------------------|
|          | Date of request     | Manner of Request | Nature of Issue | Date Required     | Date Received | Days Late |      |                              |
| (1)      | (4)                 | (5)               | (6)             | (7)               | (8)           | (9)       | (10) |                              |
|          |                     |                   |                 |                   |               |           |      |                              |
|          |                     |                   |                 |                   |               |           |      |                              |
|          |                     |                   |                 |                   |               |           |      |                              |

**SCHED 1  
REF NO.  
(2)**

**For correlation  
between Schedules  
1 and 2**

SCHEDULE 2 – LATE INFORMATION

| ITEM NO.<br>(1) | SCHED 1 REF NO.<br>(2) | INFORMATION REQUEST          |                        |                          | INFORMATION ISSUE    |                  | Activity/Activities Affected<br>(10) |
|-----------------|------------------------|------------------------------|------------------------|--------------------------|----------------------|------------------|--------------------------------------|
|                 |                        | Nature of Information<br>(3) | Date of Request<br>(4) | Manner of Request<br>(5) | Date Received<br>(8) | Days Late<br>(9) |                                      |
|                 |                        |                              |                        |                          |                      |                  |                                      |

**Should always be written:**

- ◆ letter or email
- ◆ Information Required Schedule
- ◆ programme endorsed with information required dates

SCHEDULE 2 – LATE INFORMATION

| ITEM NO. | SCHED 1 REF NO. | INFORMATION REQUEST |                   |                   |               | Activity/Activities Affected |
|----------|-----------------|---------------------|-------------------|-------------------|---------------|------------------------------|
| (1)      | (2)             | INFORMATION ISSUE   |                   |                   |               | (10)                         |
|          |                 | Nature of Issue (6) | Date Required (7) | Date Received (8) | Days Late (9) |                              |
|          |                 |                     |                   |                   |               |                              |

- ◆ Not necessarily the date upon which the cause of delay starts
- ◆ The test is whether, if the information had been made available to him, would the Contractor have been able to proceed with the activity to which the information relates i.e. was the work at a stage at which the information could be used to make progress



SCHEDULE 2 – LATE INFORMATION

| ITEM NO. | SCHED 1 REF NO. | INFORMATION REQUEST   |                 |                   | INFORMATION ISSUE |          |
|----------|-----------------|-----------------------|-----------------|-------------------|-------------------|----------|
|          |                 | Nature of Information | Date of Request | Manner of Request | Nature of Issue   | Response |
| (1)      | (2)             | (3)                   | (4)             | (5)               | (6)               |          |
|          |                 |                       |                 |                   |                   |          |
|          |                 |                       |                 |                   |                   |          |
|          |                 |                       |                 |                   |                   |          |

**Activity/Activities Affected (10)**

**An initial view only – could be more or less extensive in fact**

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br><br>(1) | COMPENSATION EVENT<br><br>(2)          | DELAY TO ACTIVITY |                                | PHYSICAL CONSEQUENCES <sup>2</sup><br><br>(5) | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br><br>(6) |
|--------------------|--|-------------------|--------------------------------|---|--|
|                    |  | START<br><br>(3)  | FINISH <sup>1</sup><br><br>(4) |   |  |
|                    |  |                   |                                |   |  |
|                    | Other compensation events <sup>4</sup> |                   |                                |   |  |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

DATE ..... ACTIVITY ..... SHEET ..... SUPERVISOR.....

# SUMMARY RECORD OF DELAY AND DISRUPTION

ABLE RECORDS OF  
CAL CONSEQUENCES <sup>3</sup>

| (1) | (2)                                    | START<br>(3) | FINISH <sup>1</sup><br>(4) | (5) | (6) |
|-----|--|--------------|----------------------------|-----|-----|
|     |  |              |                            |     |     |
|     | Other compensation events <sup>4</sup> |              |                            |     |     |

1. State if ongoing
2. For example:
  - A. Postponed commencement
  - B. Suspension of work
  - C. Abortive work; give details
  - D. Redeployment of resources from ..... to.....
  - E. Out of sequence working (i.e. ....before.....)
  - F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.
4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM<br>NO | DATE.....                              | DELAY TO<br>ACTIVITY |                     | PHYSICAL CONSEQUENCES <sup>2</sup> | AVAILABLE RECORDS OF<br>PHYSICAL CONSEQUENCES <sup>3</sup> |
|------------|--|----------------------|---------------------|------------------------------------|--|
|            |  | START                | FINISH <sup>1</sup> |                                    |  |
| (1)        | (2)                                    | (3)                  | (4)                 | (5)                                | (6)  |
|            |  |                      |                     |                                    |  |
|            | Other compensation events <sup>4</sup> |                      |                     |                                    |  |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

DATE.....

SHEET.....

SUPERVISOR.....



| ITEM NO<br><br>(1) | COMPENSATION EVENT<br><br>(2)          | DELAY TO ACTIVITY<br><br>(3) (4) |  | PHYSICAL CONSEQUENCES <sup>2</sup><br><br>(5) | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br><br>(6) |
|--------------------|--|----------------------------------|--|---|--|
|                    |  |                                  |  |   |  |
|                    | Other compensation events <sup>4</sup> |                                  |  |   |  |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SUPERVISOR.....



| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)              | DELAY TO ACTIVITY |                            | PHYSICAL RECORDS OF DELAY<br>(5) | ADDITIONAL RECORDS OF CAL CONSEQUENCES <sup>3</sup><br>(6) |
|----------------|--|-------------------|----------------------------|----------------------------------|--|
|                |  | START<br>(3)      | FINISH <sup>1</sup><br>(4) |                                  |  |
|                |  |                   |                            |                                  |  |
|                | Other compensation events <sup>4</sup> |                   |                            |                                  |  |

- 1. State if ongoing
- 2. For example:
  - A. Postponed commencement
  - B. Suspension of work
  - C. Abortive work; give details
  - D. Redeployment of resources from ..... to.....
  - E. Out of sequence working (i.e. ....before.....)
  - F. Additional work

- 3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

- 4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....



| ITEM NO | COMPENSATION EVENT                     | DELAY TO ACTIVITY |                     | PHYSICAL CONSEQUENCE | SUPERVISOR..... |
|---------|--|-------------------|---------------------|----------------------|-----------------|
|         |  | START             | FINISH <sup>1</sup> |                      |                 |
| (1)     | (2)                                    | (3)               | (4)                 | (5)                  | (6)             |
|         |  |                   |                     |                      |                 |
|         | Other compensation events <sup>4</sup> |                   |                     |                      |                 |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO. (1) | COMPENSATION EVENT                     | DELAY TO ACTIVITY |                         | PHYSICAL CONSEQUENCES <sup>2</sup> | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup> |
|--------------|--|-------------------|-------------------------|------------------------------------|---|
|              |  | START (3)         | FINISH <sup>1</sup> (4) |                                    |   |
|              |  |                   |                         | (5)                                | (6)   |
|              | Other compensation events <sup>4</sup> |                   |                         |                                    |   |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO   | DELAY TO ACTIVITY | PHYSICAL CONSEQUENCES <sup>2</sup> |                     | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup> |     |
|---|-------------------|------------------------------------|---------------------|---|-----|
|   |                   | START                              | FINISH <sup>1</sup> |   |     |
| (1)   | (2)               | (3)                                | (4)                 | (5)   | (6) |
| <div style="background-color: yellow; padding: 10px; border: 1px solid black; width: fit-content; margin: auto;"> <p><b>COMPENSATION EVENT (2)</b></p> </div> |                   |                                    |                     |   |     |
| Other compensation events <sup>4</sup>  |                   |                                    |                     |   |     |

1. State if ongoing
2. For example:
  - A. Postponed commencement
  - B. Suspension of work
  - C. Abortive work; give details
  - D. Redeployment of resources from ..... to.....
  - E. Out of sequence working (i.e. ....before.....)
  - F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br>(1)       | COMPENSATION EVENT<br>(2)              | PHYSICAL CONSEQUENCES <sup>2</sup>   |  | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br>(6) |                                    |  |
|----------------------|--|--|--|--|------------------------------------|--|
|                      |  | <div data-bbox="737 412 1377 756" style="border: 1px solid black; padding: 10px;"> <p style="background-color: yellow; text-align: center; margin-bottom: 5px;"><b>DELAY TO ACTIVITY</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 10px;"><b>START<br/>(3)</b></td> <td style="text-align: center; padding: 10px;"><b>FINISH <sup>1</sup><br/>(4)</b></td> </tr> </table> </div> |  | <b>START<br/>(3)</b>   | <b>FINISH <sup>1</sup><br/>(4)</b> |  |
| <b>START<br/>(3)</b> | <b>FINISH <sup>1</sup><br/>(4)</b>     |  |  |  |                                    |  |
|                      | Other compensation events <sup>4</sup> |  |  |  |                                    |  |

**1. State if ongoing**

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)              | DELAY TO ACTIVITY |                            | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br><br><b>PHYSICAL CONSEQUENCES<sup>2</sup><br/>(5)</b> |
|----------------|--|-------------------|----------------------------|---|
|                |  | START<br>(3)      | FINISH <sup>1</sup><br>(4) |   |
|                |  |                   |                            |   |
|                | Other compensation events <sup>4</sup> |                   |                            |   |

2. For example:  
**A. Postponed commencement**

1. State if ongoing

2. For example

A. Postponed commencement

B. Suspension of work

C. Abortive work; give details

D. Redeployment of resources from ..... to.....

E. Out of sequence working (i.e. ....before.....)

F. Additional work

Records, e.g. Daily Allocation Sheets, Job-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, TV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)              | DELAY TO ACTIVITY |                            | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br><br><b>PHYSICAL CONSEQUENCES<sup>2</sup><br/>(5)</b> |
|----------------|--|-------------------|----------------------------|---|
|                |  | START<br>(3)      | FINISH <sup>1</sup><br>(4) |   |
|                |  |                   |                            |   |
|                | Other compensation events <sup>4</sup> |                   |                            |   |

1. State if

**B. Suspension of work**

2. For example

- A. Postponement of commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)              | DELAY TO ACTIVITY |                            | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br><br><b>PHYSICAL CONSEQUENCES<sup>2</sup><br/>(5)</b> |
|----------------|--|-------------------|----------------------------|---|
|                |  | START<br>(3)      | FINISH <sup>1</sup><br>(4) |   |
|                |  |                   |                            |   |
|                | Other compensation events <sup>4</sup> |                   |                            |   |

1. State

2. For

**C. Abortive work; give details**

- A. Postponed work
- B. Suspended work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)              | DELAY TO ACTIVITY |                            | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br><br><b>PHYSICAL CONSEQUENCES<sup>2</sup><br/>(5)</b> |
|----------------|--|-------------------|----------------------------|---|
|                |  | START<br>(3)      | FINISH <sup>1</sup><br>(4) |   |
|                |  |                   |                            |   |
|                | Other compensation events <sup>4</sup> |                   |                            |   |

- 1. Start
- 2. For
- A.
- B.
- C. Aborting, give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

**D. Redeployment of resources from..... to .....**

- 3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.
- 4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)              | DELAY TO ACTIVITY |                            | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup>   |
|----------------|--|-------------------|----------------------------|---|
|                |  | START<br>(3)      | FINISH <sup>1</sup><br>(4) |   |
|                |  |                   |                            | <div style="background-color: yellow; padding: 10px; text-align: center;"> <b>PHYSICAL CONSEQUENCES <sup>2</sup></b><br/> <b>(5)</b> </div> |
|                | Other compensation events <sup>4</sup> |                   |                            |   |

- 1. S
- 2. F
- A
- E
- C
- D. Reden
- E. Cut of sequence working (i.e. ....before.....)
- F. Additional work

**E. Out of sequence working  
(i.e..... before.....)**

- 3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.
- 4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)              | DELAY TO ACTIVITY |                            | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br><br><b>PHYSICAL CONSEQUENCES<sup>2</sup><br/>(5)</b> |
|----------------|--|-------------------|----------------------------|---|
|                |  | START<br>(3)      | FINISH <sup>1</sup><br>(4) |   |
|                |  |                   |                            |   |
|                | Other compensation events <sup>4</sup> |                   |                            |   |

1. State if ongoing

2. For example:

**F. Additional Work**

- A. ...
- B. ...
- C. ...
- D. Reder resources from ..... to.....
- E. Out sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)              | DELAY TO ACTIVITY |                            | PHYSICAL CONSEQUENCES <sup>2</sup><br>(6) |
|----------------|--|-------------------|----------------------------|---|
|                |  | START<br>(3)      | FINISH <sup>1</sup><br>(4) |   |
|                |  |                   |                            |   |
|                | Other compensation events <sup>4</sup> |                   |                            |   |

**AVAILABLE RECORDS <sup>3</sup>  
OF PHYSICAL  
CONSEQUENCES  
(6)**

**3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV etc.**

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br><br>(1) | COMPENSATION EVENT<br><br>(2)          | DELAY TO ACTIVITY |                                | PHYSICAL CONSEQUENCES <sup>2</sup><br><br>(5) |  |
|--------------------|--|-------------------|--------------------------------|---|--|
|                    |  | START<br><br>(3)  | FINISH <sup>1</sup><br><br>(4) |   |  |
|                    |  |                   |                                |   |  |
|                    | Other compensation events <sup>4</sup> |                   |                                |   |  |

**3. Photographs are useful but in themselves are not a complete record - Photographs do not speak and only record what is shown. They do not record what is not shown.**

- 1. Staff
- 2. For
- A.
- B.
- C.
- D.
- E.
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE.....

ACTIVITY.....

SHEET.....

SUPERVISOR.....

| ITEM NO<br>(1) | (2) | DELAY TO ACTIVITY |               | PHYSICAL CONSEQUENCES <sup>2</sup><br>(5) | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br>(6) |
|----------------|-----|-------------------|---------------|---|--|
|                |     | START<br>(3)      | FINISH<br>(4) |   |  |
|                |     |                   |               |   |  |
|                |     |                   |               |   |  |

**Other compensation events<sup>4</sup>**

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

**4. Please specify**

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs, CCTV, etc.

4. Please specify

SCHEDULE 2 - LATE INFORMATION

| ITEM NO | SCHED 1 REF NO. | INFORMATION REQUEST   |                 |  | INFORMATION ISSUE  |               |               |           | Activity/Activities Affected                     |
|---------|-----------------|---|-----------------|--|--|---------------|---------------|-----------|--|
|         |                 | Nature of Information   | Date of Request | Manner of Request  | Nature of Issue  | Date Required | Date Received | Days Late |  |
| (1)     | (2)             | (3)   | (4)             | (5)  | (6)  | (7)           | (8)           | (9)       | (10)   |
| 24      | 55              | The detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 | 11.10.21        | Contractor's letter reference BBW/MG/10596/45 by email dated 11th October 2021 to the Project Manager. | Project Manager's Sketch 2074 issued under cover of E.I. No. 8 dated 31st October 2021 | 25.10.21      | 01.11.21      | 7 days    | 1. Brickwork<br>2. White cement coping           |
| 25      | 60              | The detail for the junction between the white cement coping and the balustrade anchorage points         | 14.10.21        | Contractor's RFI42 dated 14th October 2021.  | Project Manager's Direction 49 dated 10th November 2021                                | 28.10.21      | 10.11.21      | 13 days   | Balustrade between CH.0.00 and Ch.1050.00        |
| 26      | 75              | The detail for the drainage gully at Ch.50.00   | 12.11.21        | Contractor's RFI 51 dated 12th November 2021.  | Project Manager's Sketch 2076 issued under cover of EI No. 13 dated 14th January 2022  | 07.01.22      | 15.01.22      | 8 days    | 1. Drainage at Ch.50.00<br>2. Paving at Ch.50.00 |

SCHEDULE 2 - LATE INFORMATION

| ITEM NO | SCHEDULE 2 - LATE INFORMATION |   |          |  | INFORMATION ISSUE  |          |          |         | Activity/Activities Affected                     |
|---------|-------------------------------|---|----------|--|--|----------|----------|---------|--|
|         | (1)                           | (3)   | (4)      | (5)  | (6)  | (7)      | (8)      | (9)     |  |
| 24      | ITEM NO. (1)                  | SCHED.1 REF.NO (2)                            |          | Director's letter ce G/10596/45 il dated 11th r 2021 to the Manager. | Project Manager's Sketch 2074 issued under cover of E.I. No. 8 dated 31st October 2021 | 25.10.21 | 01.11.21 | 7 days  | 1. Brickwork<br>2. White cement coping           |
|         | 24                            | 55  |          |  |  |          |          |         |  |
| 25      |                               |   |          | Director's RFI42 4th October 2021.                                   | Project Manager's Direction 49 dated 10th November 2021                                | 28.10.21 | 10.11.21 | 13 days | Balustrade between CH.0.00 and Ch.1050.00        |
|         |                               |   |          |  |  |          |          |         |  |
| 26      | 75                            | The detail for the drainage gully at Ch.50.00 | 12.11.21 | Contractor's RFI 51 dated 12th November 2021.                        | Project Manager's Sketch 2076 issued under cover of EI No. 13 dated 14th January 2022  | 07.01.22 | 15.01.22 | 8 days  | 1. Drainage at Ch.50.00<br>2. Paving at Ch.50.00 |

SCHEDULE 2 - LATE INFORMATION

| ITEM NO<br>(1) | SCHED 1 REF NO.<br>(2) | INFORMATION REQUEST   |                                |  | INFORMATION ISSUE      |                      |                      | Activity/Activities Affected<br>(10) |                  |
|----------------|------------------------|---|--------------------------------|--|------------------------|----------------------|----------------------|--------------------------------------|------------------|
|                |                        | Nature of Information<br>(3)  | Date Received<br>(4)           | Manner of Request<br>(5)   | Nature of Issue<br>(6) | Date Required<br>(7) | Date Received<br>(8) |                                      | Days Late<br>(9) |
| 24             | 55                     | <b>INFORMATION REQUEST</b>  |                                |  |                        |                      |                      |                                      |                  |
|                |                        | <b>Nature of Information<br/>(3)</b>  | <b>Date of Request<br/>(4)</b> | <b>Manner of Request<br/>(5)</b>   |                        |                      |                      |                                      |                  |
| 25             | 60                     | The detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 | 11.10.21                       | Contractor's letter reference BBW/MG/10596/45 by email dated 11th October 2021 to the Project Manager. |                        |                      |                      |                                      |                  |
| 26             | 75                     |   |                                |  |                        |                      |                      |                                      |                  |

SCHEDULE 2 - LATE INFORMATION

| ITEM NO  | SCHED 1 REF NO. | INFORMATION REQUEST      |         |   | INFORMATION ISSUE |                      |           | Activity/Activities Affected |   |
|--|-----------------|--------------------------|---------|---|-------------------|----------------------|-----------|------------------------------|---|
|  |                 | Nature of                | Date of | Manner of   | Date              | Date                 | Days Late |                              |   |
| <b>INFORMATION ISSUE</b>   |                 |                          |         |   |                   |                      | (9)       | (10)                         |   |
| <b>Nature of Issue (6)</b>   |                 | <b>Date Required (7)</b> |         | <b>Date Received (8)</b>                                  |                   | <b>Days Late (9)</b> |           | days                         |   |
| Project Manager's Sketch 2074 issued under cover of E.I. No. 8 dated 31st October 2021 |                 | 25.10.21                 |         | 01.11.21  |                   | 7 days               |           | 3 days                       | 1. Brickwork<br>2. White cement coping                                |
|  |                 |                          |         |   |                   |                      |           | days                         | 1. Balustrade between CH.0.00 and Ch.1050.00<br>2. Paving at Ch.50.00 |
|  |                 |                          |         | issued under cover of E.I. No. 13 dated 14th January 2022 |                   |                      |           |                              |   |

SCHEDULE 2 - LATE INFORMATION

| ITEM NO | SCHED 1 REF NO. | INFORMATION REQUEST   |                 |   | INFORMATION ISSUE   |               |               |           | Activity/Activities Affected                     |
|---------|-----------------|---|-----------------|---|---|---------------|---------------|-----------|--|
|         |                 | Nature of Information   | Date of Request | Manner of Request                             | Nature of Issue   | Date Required | Date Received | Days Late |  |
| (1)     | (2)             | (3)   | (4)             | (5)   | (6)   | (7)           |               |           | (10)   |
| 24      | 55              | The detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 | 11.10.21        | Contract referen BBW/M by ema Octobe Project  | <b>ACTIVITY/ACTIVITIES AFFECTED (10)</b>  |               |               |           | rickwork /hite cement coping                     |
| 25      | 60              | The detail for the junction between the white cement coping and the balustrade anchorage points         | 14.10.21        | Contract dated 1 2021.                        | <b>1. Brickwork<br/>2. White cement coping</b>  |               |               |           | ustrade between 0.00 and 1050.00                 |
| 26      | 75              | The detail for the drainage gully at Ch.50.00   | 12.11.21        | Contractor's RFI 51 dated 12th November 2021. | Project Manager's Sketch 2076 issued under cover of EI No. 13 dated 14th January 2022 | 07.01.22      | 15.01.22      | 8 days    | 1. Drainage at Ch.50.00<br>2. Paving at Ch.50.00 |

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2) | DIVIDING DATE   |                    | ACTIVITIES AFFECTED<br>(5) | DELAY TO ACTIVITY /ACTIVITIES |                 | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|---|--------------------|----------------------------|-------------------------------|-----------------|---|------------------------------|---|
|                 |  | DATE OF PMI<br>(3)  | DATE OF NCE<br>(4) |                            | STARTED<br>(6)                | FINISHED<br>(7) |   |                              |   |
| (1)<br>ACTUAL   | ITEM NO.<br>(1)<br><br>55  | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2)<br><br>Clause 60.1(3).<br>The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                    |                            |                               |                 |   |                              |   |

Schedule 1 – 1st pass – by QS/Contract Manager as/when actual/potential cause of delay first comes to his/her attention i.e. daily.

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2)   | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5) | DELAY TO ACTIVITY /ACTIVITIES |                 | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|----------------------------|-------------------------------|-----------------|---|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |                            | STARTED<br>(6)                | FINISHED<br>(7) |   |                              |   |
| (1)<br>ACTUAL   | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                    |                    |                            |                               |                 |   |                              |   |

**Clause 60.1 (3)**

**Excel – compensation event in standard phraseology terms – i.e. select from menu in terms of clause 60.1 and insert relevant particulars.  
e.g. cl. 60.1(3): “The *Client* does not provide something which it is to provide by the date shown in the Accepted Programme.”**

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2)   | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5)   | DELAY TO ACTIVITY /ACTIVITIES |          | DELAY TO ACTIVITY/ ACTIVITIES (Working Days) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|--|-------------------------------|----------|--|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |  | STARTED                       | FINISHED |  |                              |   |
| (1)<br>ACTUAL   | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                    |                    | <p style="text-align: center;"><b>ACTIVITIES AFFECTED<br/>(5)</b></p> <ol style="list-style-type: none"> <li>1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00</li> <li>2. Shuttering to white cement coping</li> </ol> |                               |          |  |                              |   |

**Why do the necessary records not exist? – often because the person who would appreciate the need for a record (QS or Contract Manager) does not alert the person best able to keep the record (Foreman, Site Engineer).**

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2)   | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5)   | DELAY TO ACTIVITY /ACTIVITIES |          | DELAY TO ACTIVITY/ ACTIVITIES (Working Days) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|--|-------------------------------|----------|--|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |  | STARTED                       | FINISHED |  |                              |   |
| (1)<br>ACTUAL   | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                    |                    | <p style="text-align: center;"><b>ACTIVITIES AFFECTED<br/>(5)</b></p> <ol style="list-style-type: none"> <li>1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00</li> <li>2. Shuttering to white cement coping</li> </ol> |                               |          |  |                              |   |

**The circulation list – a problem for which we are entitled to compensation is coming your way – please keep a record on SRDD of how it affects you.**

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2)   | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5)   | DELAY TO ACTIVITY /ACTIVITIES |          | DELAY TO ACTIVITY/ ACTIVITIES (Working Days) | PHYSICAL CONSEQUENCES<br>(9) | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|--|-------------------------------|----------|--|------------------------------|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |  | STARTED                       | FINISHED |  |                              |   |
| (1)<br>ACTUAL   | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                    |                    | <p><b>ACTIVITIES AFFECTED<br/>(5)</b></p> <ol style="list-style-type: none"> <li>Final lift of brickwork between Ch.1050.00 and Ch.1500.00</li> <li>Shuttering to white cement coping</li> </ol> |                               |          |  |                              |   |

**Person completing ‘circulation list’ needs broad appreciation of the construction process e.g. impact on common facilities – impact upon parallel trades – impact on Health and Safety Plan.**

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

AC [unclear] [unclear]

SHEET 8

SUPERVISOR Ben Carter

**SUMMARY RECORD OF DELAY AND DISRUPTION**

| ITEM NO<br>(1) | COMPENSATION<br>(2)   | START<br>(3) | FINISH <sup>1</sup><br>(4) | (5) | (6) |
|----------------|---|--------------|----------------------------|-----|-----|
| 55             | Clause 60.1(3).<br>The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |              |                            |     |     |
|                | Other compensation events <sup>4</sup>  |              |                            |     |     |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs CCTV etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

SUPERVISOR Ben Carter

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)   | DELAY TO ACTIVITY |            | PHYSICAL CONSEQUENCES <sup>2</sup> | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup> |
|----------------|---|-------------------|------------|------------------------------------|---|
|                |   | START<br>(3)      | FIN<br>(4) |                                    |   |
| 55             | Clause 60.1(3).<br>The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                   |            |                                    |   |
|                | Other compensation events <sup>4</sup>  |                   |            |                                    |   |

**ACTIVITY  
Brickwork**

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs CCTV etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

SUPERVISOR Ben Carter

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)   | DELAY TO ACTIVITY |                            | PHYSICAL CONSEQUENCES <sup>2</sup><br>(5) | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br>(6) |
|----------------|---|-------------------|----------------------------|---|--|
|                |   | START<br>(3)      | FINISH <sup>1</sup><br>(4) |   |  |
| 55             | Clause 60.1(3).<br>The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                   |                            |   |  |
|                | Other compensation events <sup>4</sup>  |                   |                            |   |  |

**SHEET 8**

- 1. State if ongoing
- 2. For example:
  - A. Postponed commencement
  - B. Suspension of work
  - C. Abortive work; give details
  - D. Redeployment of resources from ..... to.....
  - E. Out of sequence working (i.e. ....before.....)
  - F. Additional work

- 3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs CCTV etc.
- 4. Please specify

SPINE ROAD RETAINING WALL FOR BLACK FOREST DISTRICT COUNCIL

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

**SUPERVISOR**  
**Ben Carter**

**6A**

| ITEM NO | COMPENSATION EVENT  | DELAY TO ACTIVITY |                     | PHYSICAL CONSEQUENCES <sup>2</sup> | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup> |
|---------|---|-------------------|---------------------|------------------------------------|---|
|         |   | START             | FINISH <sup>1</sup> |                                    |   |
| (1)     | (2)   | (3)               | (4)                 | (5)                                | (6)   |
| 55      | Clause 60.1(3).<br>The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                   |                     |                                    |   |
|         | Other compensation events <sup>4</sup>  |                   |                     |                                    |   |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs CCTV etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

SUPERVISOR Ben Carter

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)  | DELAY TO ACTIVITY |                            | PHYSICAL CONSEQUENCES <sup>2</sup><br>(5) | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br>(6) |
|----------------|--|-------------------|----------------------------|---|--|
|                |  | START<br>(3)      | FINISH <sup>1</sup><br>(4) |   |  |
| 55             | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                   |                            |   |  |
|                | Other compensation   |                   |                            |   |  |

|                 |   |
|-----------------|---|
| ITEM NO.<br>(1) | Compensation Event<br>(2)   |
| 55              | <p>Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers.</p> |

- 1. State if ongoing
- 2. For example:
  - A. Postponed commencement
  - B. Suspension of work
  - C. Abortive work; given up
  - D. Redeployment of resources
  - E. Out of sequence work
  - F. Additional work

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

SUPERVISOR Ben Carter

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)  | DELAY TO ACTIVITY        |                                    | PHYSICAL CONSEQUENCES <sup>2</sup><br>(5)     | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br>(6) |
|----------------|--|--------------------------|------------------------------------|---|--|
|                |  | START<br>(3)             | FINISH <sup>1</sup><br>(4)         |   |  |
| 55             | Clause 60.1(3).<br>The Contractor not having received in due time necessary drawings, and in<br>and in<br>soldie<br>copin<br>for wl<br>writte<br>24 on | <b>DELAY TO ACTIVITY</b> |                                    | <b>PHYSICAL <sup>2</sup><br/>CONSEQUENCES</b> |  |
|                | Oth  | <b>START<br/>(3)</b>     | <b>FINISH <sup>1</sup><br/>(4)</b> |   |  |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs CCTV etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

SUPERVISOR Ben Carter

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)  | DELAY TO ACTIVITY        |                                    | PHYSICAL CONSEQUENCES <sup>2</sup><br>(5)     | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br>(6) |
|----------------|--|--------------------------|------------------------------------|---|--|
|                |  | START<br>(3)             | FINISH <sup>1</sup><br>(4)         |   |  |
| 55             | Clause 60.1(3).<br>The Contractor not having received in due time necessary drawings, and in<br>and in<br>soldie<br>copin<br>for wl<br>writte<br>24 on | <b>DELAY TO ACTIVITY</b> |                                    | <b>PHYSICAL <sup>2</sup><br/>CONSEQUENCES</b> |  |
|                | Oth  | <b>START<br/>(3)</b>     | <b>FINISH <sup>1</sup><br/>(4)</b> |   |  |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs CCTV etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Carpentry

SHEET 2

SUPERVISOR Katie Royle

| ITEM NO | COMPENSATION EVENT  | DELAY TO ACTIVITY |        | CONSEQUENCES <sup>2</sup> | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup> |
|---------|---|-------------------|--------|---------------------------|---|
|         |   | START             | FINISH |                           |   |
| (1)     | (2)   | ACTIVITY          |        | SHEET 2                   | SUPERVISOR  |
| 55      | Clause 60.1(3).<br>The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. | Carpentry         |        |                           | Katie Royle   |
|         | Other cause(s) of delay <sup>4</sup>  |                   |        |                           |   |

1. State if ongoing

2. For example:

- A. Postponed commencement
- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

3. Records, e.g. Daily Allocation Sheets, Sub-Contractors' On-Site Sheets, Site Diary, Daywork Records, Photographs CCTV etc.

4. Please specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

SUPERVISOR Ben Carter

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)  | DELAY TO ACTIVITY        |                                   | PHYSICAL CONSEQUENCES <sup>2</sup><br>(5)   | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br>(6) |
|----------------|--|--------------------------|-----------------------------------|---|--|
|                |  | START<br>(3)             | FINISH <sup>1</sup><br>(4)        |   |  |
| 55             | Clause 60.1(3). The Contractor n time necessary d and instructions, soldier course to coping between ( for which the Co written request t 24 on Schedule 2 | <b>DELAY TO ACTIVITY</b> |                                   | <b>PHYSICAL CONSEQUENCES<sup>2</sup></b>  |  |
| 55A            | Other cause(s)   | <b>START<br/>(3)</b>     | <b>FINISH<sup>1</sup><br/>(4)</b> | <b>(5)</b>  |  |
|                |  | 23.10.21                 | 26.10.21                          | Suspension of brickwork to underside of white cement coping between Ch.1050.00 and CH.1500.00 |  |

1. State if ongoing

2. For example:

A. Postponed

B. Suspension of work

4. Please specify

**Required details received early 27.10.21 therefore not an effective cause of delay after 26.10.21, however, if details received late on 27.10.21 cause of delay would finish on 27.10.21**

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

SUPERVISOR Ben Carter

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)  | DELAY TO ACTIVITY        |                                    | PHYSICAL CONSEQUENCES <sup>2</sup><br>(5)   | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup> |
|----------------|--|--------------------------|------------------------------------|---|---|
|                |  | START<br>(3)             | FINISH <sup>1</sup><br>(4)         |   |   |
| 55             | Clause 60.1(3). The Contractor is to allow the time necessary for the execution of the work and instructions for the soldier course to be coping between Ch.1050.00 and Ch.1500.00 for which the Contractor has submitted a written request for an extension of time on Schedule 10.24 on Schedule 10. | <b>DELAY TO ACTIVITY</b> |                                    | <b>PHYSICAL CONSEQUENCES <sup>2</sup></b>   |   |
|                |  | <b>START<br/>(3)</b>     | <b>FINISH <sup>1</sup><br/>(4)</b> | <b>(5)</b>  |   |
| 55A            | Other cause(s)   | 23.10.21                 | 26.10.21                           | Suspension of brickwork to underside of white cement coping between Ch.1050.00 and CH.1500.00 |   |

1. State if ongoing

2. For example:

- 2. For example:
  - A. Postponed commencement
  - B. Suspension of work
  - C. Abortive work; give details
  - D. Redeployment of resources from ..... to.....
  - E. Out of sequence working (i.e. ....before.....)
  - F. Additional work

CCTV etc.

Entry in (5) could be codified e.g. " B and D, GL'F' to manholes"

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

SUPERVISOR Ben Carter

| ITEM NO<br>(1) | COMPENSATION EVENT<br>(2)   | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES<br>(6)  | S <sup>2</sup> | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup><br>(6)   |
|----------------|---|--|----------------|--|
| 55             | Clause 60.1(3).<br>The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. | C.Adams Daily Allocation Sheets for week ending 5/11/21, daywork Sheet No.120 and progress photography taken on 1/11/21. | of<br>0.00     | C.Adams Daily Allocation Sheets for week ending 5/11/21, daywork Sheet No.120 and progress photography taken on 1/11/21. |
| 55A            | Other compensation events <sup>4</sup><br><br>Clause 60.1(1).<br>Project Manager's Instruction to not lay bricks when air temperature below 2°C (Scope  | (This cell is partially obscured by a yellow callout box)  |                | Bricklayers Allocation Sheets and Site Diary   |

**Completed by Jnr QS/Clerk. Correlate other available evidence/ records in support of the entries into (3), (4) and (5)**

- 1. St
- 2. Fo
- A.
- B.
- C.
- D.
- E.
- F. Additional work

ords, e.g. Daily Allocation Sheets, Contractors' On-Site Sheets, Site , Daywork Records, Photographs / etc.  
e specify

SUMMARY RECORD OF DELAY AND DISRUPTION

DATE 23rd October 2021

ACTIVITY Brickwork

SHEET 8

SUPERVISOR Ben Carter

| ITEM NO | COMPENSATION EVENT  | DELAY TO ACTIVITY |                         | PHYSICAL CONSEQUENCES <sup>2</sup>  | AVAILABLE RECORDS OF PHYSICAL CONSEQUENCES <sup>3</sup> |
|---------|---|-------------------|-------------------------|---|---|
|         |   | START             | FINISH <sup>1</sup>     |   |   |
| ITEM NO | COMPENSATION EVENT  | DELAY TO ACTIVITY |                         | PHYSICAL CONSEQUENCES   |   |
| (1)     | (2)   | START (3)         | FINISH <sup>1</sup> (4) | (5)   |   |
| 55A     | Project Manager's Instruction to not lay bricks when air temperature below 2°C (Scope says 1°C) | 29.10.21          | 11.11.21 (ongoing)      | 1. All Bricklayers standing until air temperature at 2°C and finishing when below 2°C |   |

- B. Suspension of work
- C. Abortive work; give details
- D. Redeployment of resources from ..... to.....
- E. Out of sequence working (i.e. ....before.....)
- F. Additional work

4. Please specify

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

**SCHEDULE 1 – COMPENSATION EVENT SCHEDULE**

| ITEM NO. | DESCRIPTION  | DATE OF PMI | DATE OF NCE | DELAY TO ACTIVITY   | DELAY TO | PHYSICAL           | DELAY TO OVERALL COMPLETION (Calendar Days) |   |      |
|----------|--|-------------|-------------|---|----------|--------------------|---|---|------|
| (1)      | (2)  | (3)         | (4)         | (5)   | (6)      | (7)                | (8)   | (9)   | (10) |
| 55       | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |             |             | 1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00<br><br>2.Shuttering to white cement coping | 28.10.21 | 31.10.21           | 2   | 1.Suspension of brickwork to underside of white cement coping between Ch.1050.00 and Ch.1500.00; 2:1 gang standing<br><br>2. Carpenters(2) waiting to fix shutters for white cement coping redeployed to general site tidying   |      |
| 55A      | Clause 60.1(1). Project Manager's Instruction to not lay brick when air temperature below 2°C (Scope says 1°C)   |             |             | 1. Brickwork  | 29.10.21 | 11.11.21 (ongoing) | 11  | 1. All Bricklayers standing until air temperature at 2°C and finishing when below 2°C   |      |
| 56       | Clause 60.1(1). Giving effect to the Project Manager's Instruction by way of a change to the Scope requiring the construction of a soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00.   |             |             | 1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00<br><br>2.Shuttering to white cement coping | 01.11.21 | 13.12.21           | 31  | 1.1 Delivery of purpose made blue engineering bricks took 26 days.<br>1.2 Gang (2:1) redeployed to headwall at Mr Smith's; standing 8.5 hours waiting for concrete foundations.<br>1.3 Bricklayers reduced productivity working to Sketch 2074.<br>2.1 Carpenters reduced productivity awaiting completion of brickwork |      |

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2)   | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5)  | DELAY TO ACTIVITY /ACTIVITIES |                 | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9)                                  | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|---|-------------------------------|-----------------|---|---|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |   | STARTED<br>(6)                | FINISHED<br>(7) |   |   |   |
| 55              | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                    |                    | 1. Final lift of brickwork between  | 28.10.21                      | 31.10.21        | 2   | 1.Suspension of brickwork to underside of white cement coping |   |
|                 |  |                    |                    | <p><b>ITEM NO. (1)</b></p> <p><b>COMPENSATION EVENT (2)</b></p>   |                               |                 |   |   |   |
| 55A             | Clause 60.1(1). Project Manager's Instruction to not lay brick when air temperature below 2°C (Scope says 1°C)   |                    |                    | <p><b>55</b></p> <p><b>The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers.</b></p> |                               |                 |   |   |   |
| 56              | Clause 60.1(1). Giving effect to the Project Manager's Instruction by way of a change to the Scope requiring the construction of a soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00.   |                    |                    |   |                               |                 |   |   |   |
|                 |  |                    |                    |   |                               |                 |   | awaiting completion of brickwork                              |   |

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br><br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE  | DIVIDING DATE   |              | ACTIVITIES AFFECTED   | DELAY TO ACTIVITY /ACTIVITIES        |                                     | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)        | PHYSICAL CONSEQUENCES   | DELAY TO OVERALL COMPLETION (Calendar Days)<br><br>(10) |
|---------------------|--|-----------------|--------------|---|--------------------------------------|-------------------------------------|---|---|---|
|                     |  | DATE OF PMI (2) | DATE OF C... |   | STARTED                              | FINISHED                            |   |   |   |
| 55                  | Clause 60.1<br>Contractor receives<br>necessary specific<br>instructions in detail for<br>the course between<br>white cement coping<br>Ch.1500.00<br>Contractor<br>Project on Site |                 |              | <b>ACTIVITIES AFFECTED (5)</b>                                      | <b>DELAY TO ACTIVITY /ACTIVITIES</b> |                                     | <b>DELAY TO ACTIVITY/ ACTIVITIES (Working Days)</b> | <b>PHYSICAL CONSEQUENCES (9)</b>  |   |
| 55A                 | Clause 60.1<br>Project<br>Instructions<br>brickwork<br>temp 2°C (  |                 |              | <b>1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00</b> | <b>STARTED (6)</b><br><br>28.10.21   | <b>FINISHED (7)</b><br><br>31.10.21 | <b>2</b>  | <b>1.Suspension of brickwork to underside of white cement coping between Ch.1050.00 and Ch.1500.00; 2:1 gang standing</b> |   |
| 56                  | Clause 60.1<br>Givir<br>Project<br>Instructions<br>a ch<br>Scope<br>consolidate<br>under<br>cement<br>between  |                 |              | <b>2.Shuttering to white cement coping</b>                          | <b>30.10.21</b>                      | <b>05.11.21</b>                     | <b>5</b>  | <b>2. Carpenters(2) waiting to fix shutters for white cement coping redeployed to general site tidying</b>                |   |



SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO. | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE  | DIVIDING DATE |             | ACTIVITIES AFFECTED | DELAY TO ACTIVITY /ACTIVITIES |          | DELAY TO ACTIVITY/ ACTIVITIES (Working Days) | PHYSICAL CONSEQUENCES | DELAY TO OVERALL COMPLETION (Calendar Days) |
|----------|--|---------------|-------------|---------------------|-------------------------------|----------|--|-----------------------|---|
|          |  | DATE OF PMI   | DATE OF NCE |                     | STARTED                       | FINISHED |  |                       |   |
| (1)      | (2)  | (3)           | (4)         | (5)                 | (6)                           | (7)      | (8)  | (9)                   | (10)  |
| 55       | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which Contractor made special written request to the Project Manager; item on Schedule 2 refers. |               |             | 1. Final lift of    |                               |          |  |                       |   |
| 55A      | Clause 60.1(1). Project Manager's Instruction to not lay brick when air temperature below 2°C (Scope says 10   |               |             |                     |                               |          |  |                       |   |
| 56       | Clause 60.1(1). Giving effect to the Project Manager's Instruction by way of a change to the Scope requiring the construction of a soldier course to underside of white cement coping between Ch.1050. and Ch.1500.00.   |               |             |                     |                               |          |  |                       |   |

|   |  |  |   |
|---|--|--|---|
| <p><b>DELAY TO ACTIVITY /ACTIVITIES</b></p> <p><b>STARTED</b></p> <p><b>(4)</b></p> | <p><b>FINISHED</b></p> <p><b>(5)</b></p> | <p><b>DELAY TO ACTIVITY/ ACTIVITIES (Working Days)</b></p> <p><b>(6)</b></p> | <p><b>PHYSICAL CONSEQUENCES</b></p> <p><b>(7)</b></p>   |
| <p><b>29.10.21</b></p>  | <p><b>11.11.21 (ongoing)</b></p>         |  | <p><b>1. All Bricklayers standing until air temperature at 2°C and finishing when below 2°C</b></p> |

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br>(2)   | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br>(5)  | DELAY TO ACTIVITY /ACTIVITIES |                    | DELAY TO ACTIVITY/ ACTIVITIES (Working Days)<br>(8) | PHYSICAL CONSEQUENCES<br>(9)  | DELAY TO OVERALL COMPLETION (Calendar Days)<br>(10) |
|-----------------|--|--------------------|--------------------|---|-------------------------------|--------------------|---|---|---|
|                 |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |   | STARTED<br>(6)                | FINISHED<br>(7)    |   |   |   |
| 55              | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                    |                    | 1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00<br><br>2.Shuttering to white cement coping | 28.10.21                      | 31.10.21           | 2   | 1 Suspension of<br><b>FINISHED (5)</b><br><br><b>31.10.21</b>   |   |
| 55A             | Clause 60.1(1). Project Manager's Instruction to not lay brick when air temperature below 2°C (Scope says 1°C)   |                    |                    | 1. Brickwork  | 29.10.21                      | 11.11.21 (ongoing) | 11  | 1. All Bricklayers standing until air temperature at 2°C and finishing when below 2°C   |   |
| 56              | Clause 60.1(1). Giving effect to the Project Manager's Instruction by way of a change to the Scope requiring the construction of a soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00.   |                    |                    | 1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00<br><br>2.Shuttering to white cement coping | 01.11.21                      | 13.12.21           | 31  | 1.1 Delivery of purpose made blue engineering bricks took 26 days.<br>1.2 Gang (2:1) redeployed to headwall at Mr Smith's; standing 8.5 hours waiting for concrete foundations.<br>1.3 Bricklayers reduced productivity working to Sketch 2074.<br>2.1 Carpenters reduced productivity awaiting completion of brickwork |   |
|                 |  |                    |                    |   | 09.12.21                      | 13.12.21           | 3   |   |   |

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO. | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE  | DIVIDING DATE |             | ACTIVITIES AFFECTED   | DELAY TO ACTIVITY /ACTIVITIES |                          | DELAY TO ACTIVITY/ ACTIVITIES (Working Days) | PHYSICAL CONSEQUENCES   | DELAY TO OVERALL COMPLETION (Calendar Days) |
|----------|--|---------------|-------------|---|-------------------------------|--------------------------|--|---|---|
|          |  | DATE OF PMI   | DATE OF NCE |   | STARTED                       | FINISHED                 |  |   |   |
| (1)      | (2)  | (3)           | (4)         | (5)   | (6)                           | (7)                      | (8)  | (9)   | (10)  |
| 55       | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |               |             | 1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00<br><br>2.Shuttering to white cement coping | 28.10.21<br><br>30.10.21      | 31.10.21<br><br>05.11.21 | 2<br><br>6                                   | 1.Suspension of brickwork to underside of white cement coping between Ch.1050.00 and Ch.1500.00; 2:1 gang standing<br><br>2. Carpenters(2) waiting to fix shutters for white cement coping redeployed to general site tidying |   |
| 55A      | Clause 60.1(1). Project Manager's Instruction to not lay brick when air temperature below 2°C (Scope says 1°C)   |               |             | 1. Brickwork  | 29.10.21                      | 11.11.21 (ongoing)       | 11   | 1. All Bricklayers standing until air temperature at 2°C and finishing when below 2°C   |   |
| 56       | Clause 60.1(1). Giving effect to the Project Manager's Instruction by way of a change to the Scope requiring the construction of a soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00.   |               |             | 1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00<br><br>2.Shuttering to white cement coping | 01.11.21<br><br>09.12.21      | 13.12.21<br><br>13.12.21 | 31<br><br>4                                  | 1.1 Delivery of purpose made blue engineering (26 days. 2:1) 1 to headwall 1's; standing waiting for foundations. 2:1ers productivity Sketch<br><br>ters productivity completion of   |   |

**STARTED (4)**

**1.11.21**

| SCHEMATIC | DELAY TO ACTIVITY/ ACTIVITIES (Working Days) (6)   |  | PHYSICAL CONSEQUENCES (7)   |  |                          |                          |            | LINES   | DELAY TO OVERALL COMPLETION (Calendar Days) |
|-----------|--|--|---|--|--------------------------|--------------------------|------------|---|---|
| (1)       | 30 days  |  | 1.1 Delivery of purpose made blue engineering bricks took 26 days.<br>1.2 Gang (2:1) redeployed to headwall at Mr Smith's; standing 8.5 hours waiting for concrete foundations.<br>1.3 Bricklayers reduced productivity working to Sketch 2074.<br>2.1 Carpenters reduced productivity awaiting completion of brickwork |  |                          |                          |            |   | (10)  |
| 55        |  |  |   |  |                          |                          |            |   |   |
| 55A       |  |  |   |  |                          |                          |            |   |   |
| 56        | 2°C (Scope says 1°C)<br><br>Clause 60.1(1). Giving effect to the Project Manager's Instruction by way of a change to the Scope requiring the construction of a soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00. |  |   | 1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00<br><br>2. Shuttering to white cement coping | 01.11.21<br><br>09.12.21 | 13.12.21<br><br>13.12.21 | 3<br><br>3 | when below 2°C<br><br>1.1 Delivery of purpose made blue engineering bricks took 26 days.<br>1.2 Gang (2:1) redeployed to headwall at Mr Smith's; standing 8.5 hours waiting for concrete foundations.<br>1.3 Bricklayers reduced productivity working to Sketch 2074.<br>2.1 Carpenters reduced productivity awaiting completion of brickwork |   |

SCHEDULE 1 – COMPENSATION EVENT SCHEDULE

| ITEM NO.<br><br>(1) | DESCRIPTION OF COMPENSATION EVENT AND CLAUSE 60.1 REFERENCE<br><br>(2)   | DIVIDING DATE      |                    | ACTIVITIES AFFECTED<br><br>(5)  | DELAY TO ACTIVITY /ACTIVITIES |                    | DELAY TO ACTIVITY/ ACTIVITIES (Working | PHYSICAL CONSEQUENCES   | DELAY TO OVERALL COMPLETION (Calendar Days)<br><br>(10) |
|---------------------|--|--------------------|--------------------|---|-------------------------------|--------------------|--|---|---|
|                     |  | DATE OF PMI<br>(3) | DATE OF NCE<br>(4) |   | S                             | 3                  |  |   |   |
| 55                  | Clause 60.1(3). The Contractor not having received in due time necessary drawings, specifications and instructions, by way of the detail for the soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00 for which the Contractor made specific written request to the Project Manager; item 24 on Schedule 2 refers. |                    |                    | 1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00<br><br>2.Shuttering to white cement coping |                               |                    |  |   |   |
| 55A                 | Clause 60.1(1). Project Manager's Instruction to not lay brick when air temperature below 2°C (Scope says 1°C)   |                    |                    | 1. Brickwork  | 29.10.21                      | 11.11.21 (ongoing) | 11                                     | 1. All Bricklayers standing until air temperature at 2°C and finishing when below 2°C   |   |
| 56                  | Clause 60.1(1). Giving effect to the Project Manager's Instruction by way of a change to the Scope requiring the construction of a soldier course to underside of white cement coping between Ch.1050.00 and Ch.1500.00.   |                    |                    | 1. Final lift of brickwork between Ch.1050.00 and Ch.1500.00<br><br>2.Shuttering to white cement coping | 01.11.21                      | 13.12.21           | 31                                     | 1.1 Delivery of purpose made blue engineering bricks took 26 days.<br>1.2 Gang (2:1) redeployed to headwall at Mr Smith's; standing 8.5 hours waiting for concrete foundations.<br>1.3 Bricklayers reduced productivity working to Sketch 2074.<br>2.1 Carpenters reduced productivity awaiting completion of brickwork |   |

**DELAY TO OVERALL COMPLETION (Calendar Days) (10)**

**11 days**

# AGENDA FOR PRODUCING RETROSPECTIVE ASSESSMENTS

| TASK  | ACTION | PROGRESS |
|---|--------|----------|
| 1. Full list of <b>changes to the Works Information / Scope</b>       |        |          |
| 2. <b>As-built</b> programme  |        |          |
| 3. <b>Resourcing</b> as-built programme                               |        |          |
| 4. Schedule of <b>preliminaries</b> items on a week-by-week basis     |        |          |
| 5. Establish and show <b>critical path</b> through as-built programme |        |          |

# AGENDA FOR PRODUCING RETROSPECTIVE ASSESSMENTS

| TASK | ACTION  | PROGRESS |
|------|---|----------|
| 6.   | Files of information flow   |          |
| 7.   | Late Information Schedule 2   |          |
| 8.   | Cause of Delay Schedule 1 –<br>Pass 1: causes an activities<br>affected   |          |
| 9.   | Assessment of compensation<br>events - <u>base</u> Defined Cost   |          |
| 10.  | Cause of Delay Schedule 1 –<br>Pass 2: start and finish dates,<br>physical consequences,<br>People and Equipment<br>resources |          |

# AGENDA FOR PRODUCING RETROSPECTIVE ASSESSMENTS

| TASK  | ACTION | PROGRESS |
|---|--------|----------|
| 11. Cause of Delay Schedule 1 – <b>Pass 3</b> : activity delay, management, administration and Time-Related Charges                           |        |          |
| 12. Cause of Delay Schedule 1 – <b>Pass 4</b> : critical delay and reconciliation of activity delays  |        |          |
| 13. Assessment of compensation events - additions to <b>base</b> Defined Cost in respect of <b>activity</b> delays and <b>critical</b> delays |        |          |
| 14. Narrative and arguments in support of contested compensation events   |        |          |

# RECORD KEEPING - SUMMARY

- **Modular approach to:**
  - ◆ record keeping
  - ◆ assessment of compensation events and presentation to the Project Manager
  
- **Schedules and SRDDs can be readily QA/monitored as to:**
  - ◆ record keeping
  - ◆ development of progressive and regular submissions to the Project Manager in support of the assessment of compensation events (both time and money).

# RECORD KEEPING - SUMMARY

- **Uniform**
- Encourages **communication** and **team working**.
- A significant contribution to **budgetary control** and to the forecasting of final out-turn costs/values.
- Your lawyers/representatives in **formal proceedings** (adjudication, arbitration or litigation) will surely be impressed - if indeed you need to instruct them!

QUESTIONS?