

**Mapeplan TPO**  
Roofing & Decking

**Care & Maintenance**

ACTION	FREQUENCY	TASK
Roof Cleaning	Annually	<ul style="list-style-type: none"> <li><input type="checkbox"/> Remove all debris, leaves, dirt build up from roof drains &amp; gutters.</li> <li><input type="checkbox"/> Make sure all drainage outlets are free and clear.</li> </ul>
Vegetation	Annually	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure all over hanging trees and vegetation is cut back and maintained.</li> </ul>
Roof Inspections	Year 1 Year 5 Year 10 Year 15	<ul style="list-style-type: none"> <li><input type="checkbox"/> Roof inspections need to be completed by the approved <b>MBP (NZ) Limited</b> applicator.</li> <li><input type="checkbox"/> The roof areas are inspected checking for damage and lap degradation.</li> </ul>
Deck Cleaning	Annually	<ul style="list-style-type: none"> <li><input type="checkbox"/> Remove all debris, plant matter, and general dirt build up from dropper drainage and gutters.</li> <li><input type="checkbox"/> Make sure all drainage points are free and clear.</li> <li><input type="checkbox"/> Wash down using only a low pressure method, with light detergent and a soft broom.</li> </ul>
Deck Inspections	Year 1 Year 5 Year 10 Year 15	<ul style="list-style-type: none"> <li><input type="checkbox"/> Balconies and decks with installed timber raft or tile and pedestals stands need to be checked for damage and cleaned beneath using the above method.</li> </ul>
New Work or Systems Completed by Other Trades	As Installed	<ul style="list-style-type: none"> <li><input type="checkbox"/> Any new system or works completed by other trades need protection from damage.</li> <li><input type="checkbox"/> Rigid projection boards or similar need to be used.</li> <li><input type="checkbox"/> Notification is required before any additional work is to take place.</li> </ul>
Repairs When Required	As Required	<ul style="list-style-type: none"> <li><input type="checkbox"/> Repairs need to be conducted by the original installing applicator, only using <b>MBP (NZ) Limited</b> compatible materials.</li> <li><input type="checkbox"/> If the original installing company is unavailable, please contact <b>MBP (NZ) Limited</b> for a suitable alternative applicator.</li> </ul>

**Record of Maintenance**

YEAR	DATE	APPLICATOR	CONTRACTOR COMMENTS	SIGNED
1				
5				
10				
15				