

## Opening Verandah Roofs

Last Issue Date: 29/10/2019		Type Of Service				
		A	B	C	D	E
Activity						
1	Clean the rain and wind sensors (if fitted). Refer Special Comments.		Y	Y	Y	Y
2	Clean the entire roof system including the gutters, rain and wind sensors (if fitted). Ensure twigs and leaves are removed. Refer Special Comments.			Y	Y	Y
3	Undertake a visual inspection of the elements of the roof system looking for any damage, distorted louvres, loose frame/track fixings. If applicable, check the connections of the columns and any structural framing looking for any damage or deterioration e.g. cracking welds, loose fixings etc. Rectify / arrange repair as applicable. Refer Special Comments.			Y	Y	Y
4	Lubricate required parts including the main gear e.g. axle, moving slots, gear teeth etc.			Y	Y	Y
5	Check the opening and closing operation of the louvres. If there is any slipping or jerking in the operation adjust the tightness of the gear wheel / mechanism as required.			Y	Y	Y
6	Check the operation of the remote control and change the battery if required.			Y	Y	Y
7	Check the indicator lights (if fitted) are performing correctly.			Y	Y	Y
8	If any optional extras are fitted check the operation e.g. connection to fire alarms / smoke detectors, additional remote controls, home automation systems.			Y	Y	Y
9	Replace the back-up battery at the frequency recommended by the manufacturer.					Y
10	Record the results in the logbook.		Y	Y	Y	Y

### Special Comments and Technical Data

B SERVICE 3 MONTHLY FOR ANY RAIN AND WIND SENSORS (BY SITE).  
 C SERVICE 6 MONTHLY.  
 D SERVICE ANNUAL.  
 E SERVICE BACK-UP BATTERY REPLACEMENT (DEFAULT 3 YEARLY).

THE FREQUENCY OF THE ROOF CLEAN SHOULD SUIT THE CLIMATIC CONDITIONS. IN SALTY ENVIRONMENTS OR INDUSTRIALISED AREAS THE RECOMMENDED FREQUENCY IS 3 MONTHLY WHICH MAY NEED TO BE INCREASED TO MONTHLY IN EXTREME COAST FRONT LOCATIONS E.G. WITHIN 1KM. OF BREAKING SURF.

NOTE: IF THE MAINS POWER IS BEING TURNED OFF FOR AN EXTENDED TIMEFRAME THE BACK UP BATTERY MUST ALSO BE DISCONNECTED.

IF THERE IS CONCERN REGARDING THE STRUCTURAL INTEGRITY OF THE ROOF ADVISE THE SITE REPRESENTATIVE AND FACILITY MANAGER AND OBTAIN COMPETENT ADVICE E.G. STRUCTURAL ENGINEER.

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For more information please contact the applicable Facilities Management Service Provider.



Government of South Australia  
 Department of Planning,  
 Transport and Infrastructure

Download Date: 22/12/2020

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