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## Standard Torch-on Maintenance Advice:

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In keeping with the Code of Practice for Torch-On Membranes, Hitchins New Zealand Limited provided not only a schedule for maintenance servicing, but what is required by the property owner to ensure the torch-on reinforced bitumen membrane performs as required.

Hitchins provides this document of which a copy should be given to the main contractor and the property owner. Plus a copy also given to the installation staff so that they are aware of what is required of them when carrying out this maintenance work.

### 1. Preventative Maintenance

The long-term performance of the torch-on membrane system installed on any building is reliant on the Property Owner implementing a good house-keeping or preventative maintenance program.

The following are some of the requirements (though not necessarily all). Others are covered under various headings throughout this Code of Practice, or in an Inspection Check List provided by the Main Contractor.

#### 1.1. Checking

During and after other trades work has been carried out on the building, to ensure no damage to the membrane or any potential water entry created. Call on the service of the membrane installer if required.

#### 1.2. Clearing

Check gutters, sumps, drains, over-flows and corners for accumulated rubbish, leaves, branches, silt and plant-growth and remove anything that can cause blockage.

#### 1.3. Cleaning

Recommended that the membrane surface be washed down yearly at low pressure, to not only clean the surface but enable thorough inspection of the roof membrane.

#### 1.4. Treating

Should any moss, mould or lichen infestation appear, treat with a recommended (by membrane supplier) solution and wash down at low pressure.

## **1.5. Inspecting**

The complete membrane surface, including gutters, sumps, drains, flashings, penetrations, up-stands, etc to be thoroughly inspected at least yearly, any areas of concern noted and rectification work carried out.

## **1.6. Recoating**

To ensure a coated torch-on reinforced bitumen membrane performs as required, clean, prepare and recoat every 5 to 7-years or at signs that the existing coating is deteriorating. To extend the performance of the membrane beyond 15-years, engage the Applicator to check, carry out any repairs that maybe required and recoat.

## **2. Notification Work**

The Property owner is required to notify the membrane Applicator or Supplier if they become aware of any of the following situations:

- 2.1. Faults found in the membrane.
- 2.2. Mechanical damage by building occupier, visitor or other trades personnel.
- 2.3. Subsequent installation work, such as TV aerial, vents, air condition unit, etc.
- 2.4. Building alterations or extensions.

Prompt notification is vital to not only rectify the problem, but to reduce any subsequent water ingress problems.

## **3. Maintenance Servicing**

During the course of regular maintenance inspections the complete roof surface should be systematically checked and any areas requiring attention should be noted. The following check-list could be used:

- 3.1. Surface condition - Check for accumulated rubbish, silt, leaves, branches and plant growth, including moss, mould or lichen infestation and the over-all condition of the membrane.
- 3.2. Surface protection - Check that the surface protection layer is in satisfactory condition. i.e., no bare patches of mineral chip or peeling and badly oxidising paint film.
- 3.3. Flashings - Check all flashing are intact, fully adhered, not ruptured and functioning as required. Note any bad rippling, distortion or stress areas.
- 3.4. Up-stands - Check all up-stands are intact, fully adhered, adequately protected and functioning as required. Note any areas of distortion or stress.

- 3.5. Penetrations - Inspect the membrane around each penetration to ensure that the flashings are intact, not ruptured, adhering and performing as required.
- 3.6. Edge Trim - Check for suspect movement or stress areas, ruptures, de-lamination or displacement at junction places or adjacent surfaces.
- 3.7. Abutting construction - Check parapet wall and other adjacent structures flashing and/or linings for damage, rippling, distortion or areas of distress and cracking.
- 3.8. Expansion Joints - Check movement or expansion joint up-stands, flashing or capping to ensure they are functioning as required.
- 3.9. Roof fixtures - Check all roof fixtures and fittings flashings, collars etc are sound, not loose or suspect.
- 3.10. Substrate- Check for depressions and ponding created by deflection in substrate and investigate the cause.
- 3.11. Over-lap welds - Check all over-lap welds in the membrane and flashing to ensure they are fully bonded to the membrane, water-tight and functioning as required.
- 3.12. Drainage - Check all gutters, sumps, outlets and rainwater discharge points to ensure they are clear of rubbish and clean. Inspect all welds and flashings, note any rippling, distortion or stress areas.
- 3.13. Sealants - Inspect all sealants to ensure they are not faulty and performing as required. Note any areas of concern.
- 3.14. General surface - Examine the whole of the general roof area and note any areas of stress, bubbling or blistering, de-lamination from the substrate or within the torch-on membrane system and note the extent and type of defects.
- 3.15. Inside building - Check the interior of the building for any staining or dampness signs that would indicate moisture ingress or condensation.

The inspection must be thorough, any areas of concern recorded and the installation Applicator or membrane Supplier; Hitchins New Zealand Limited is to be advised promptly. It is recommended that an experienced membrane Applicator be used if required, as they will know how to carry out a thorough inspection and the potential problem areas to look for.

The original Applicator or another qualified and experienced Applicator should be engaged to carry out the required repair work in keeping with good sound trade practices and Hitchins' recommended procedures.