

**From:** [BER Information Officer](#)  
**To:** [@All School.Principal Central Schools](#); [@All School.Principal Primary Schools](#)  
**Cc:** [@BER RPDs](#); [@BER\\_PLO](#)  
**Subject:** DEFECT MANAGEMENT FOR PRIMARY SCHOOLS FOR THE 21st CENTURY  
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## DEFECT MANAGEMENT FOR PRIMARY SCHOOLS FOR THE 21<sup>st</sup> CENTURY

As we move closer to the end of the Primary Schools for the 21<sup>st</sup> Century Program, it is important that you understand the process for any defects that may occur at your school after you have occupied and no doubt enjoying the new facilities.

At practical completion (95%), the Managing Contractor, Asset Management Unit (AMU) and a representative from the BER IPO all should be part of a school project inspection. School Principals may attend and may invite a member of the P&C Association. At this meeting or soon after, a list of defects is to be offered to the school Principal.

Defects are a normal course of building works, which may occur at any stage before or after completion. They will be fixed. As there are on average 150 – 400 schools per region you will understand it could be some time before we get to fix all defects.

The **exception** to this is where there are **major defects** which are an OHS issue or where there is weather penetration which are to be fixed immediately. These should be reported immediately to your local AMU.

The obligation of the Managing Contractor is to fix all defects at their cost as they are contracted to provide rectification for a period of 12 months from their last project in that region. It would be anticipated that Managing Contractors would visit schools, where there are defects, at least twice per year during this defect management process.

Can I ask that where a school Principal identifies a defect that they record this defect and notify, by email, the Asset Management Unit urgently if a major defect or on a regular basis (monthly) for minor defects.

The BER Program Office will work with the AMU in the process of following up with Managing Contractors for the rectification of these defects. All Managing Contractors will be reminded of their responsibilities and obligations for defect management in their region.

Thank you for your co operation in this matter and hope that the new facilities are being enjoyed by your school and school community.

**Angus Dawson**  
BER Program Director  
7 April 2011