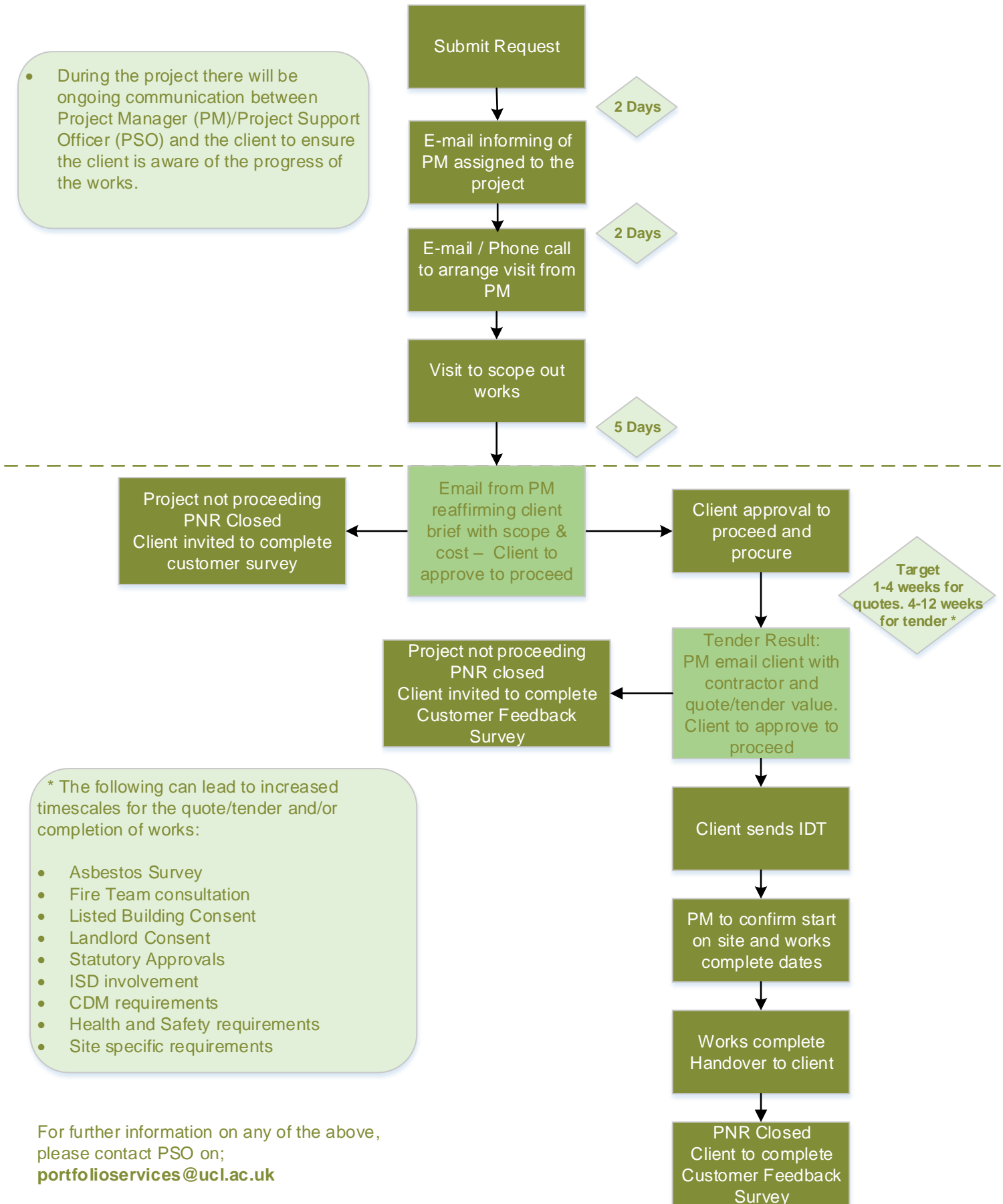


Minor Works Flowchart



• During the project there will be ongoing communication between Project Manager (PM)/Project Support Officer (PSO) and the client to ensure the client is aware of the progress of the works.



* The following can lead to increased timescales for the quote/tender and/or completion of works:

- Asbestos Survey
- Fire Team consultation
- Listed Building Consent
- Landlord Consent
- Statutory Approvals
- ISD involvement
- CDM requirements
- Health and Safety requirements
- Site specific requirements

For further information on any of the above, please contact PSO on; portfolioservices@ucl.ac.uk