

QUALITY ALERT

Created By: Sam James (Head of ETQ)

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Business:	MIDA Civil Engineering Ltd		ALERT
Title:	Recording Private drainage Changes on Site when Changing Design	Reference No:	QA32
Issued By:	Sam James	Issue Date:	4 th Dec2025
Type of Alert:	Quality & Compliance		
Subject:	Recording of Drainage Designs on Site		
Operatives Affected:	Groundworkers		
Details:	Private drainage designs as we all know at times don't work on site for a number of reasons and the groundworker (MIDA) change routes and add pipes if missing or difficult to install to designs. Whilst in many cases this is necessary it also leads to issues at customer care stage if there is an issue as we have not followed design it is sometimes hard to defend costs even if the change has not directly contributed to the issue. Commercially we are missing out claiming any changes required with chamber size costs, chamber numbers and even if you move chambers to drives the required B125 lids are more expensive than plastic which we don't claim for unless changes are recorded and agreed		
Action Required:	Ensure when Changing private drainage designs these are recorded and agreed with the client and highlighted back to MIDA Technical and commercial teams ideally before you change the design process as below: - Responsible persons for identifying drawing changes pre-construction (post AFC drawing issue): Head of ETQ or MIDA Technical Manager - Responsible persons for identifying and capturing further drawing changes onsite where buildability issues arise: Site Manager and Site Engineer (liaising with MIDA's ETQ department) - Responsible person for ensure the above is recorded locally and communicated to MIDA Technical in a timely manner: Contracts Manager - Responsible persons for internally checking the overall process: Quality Manager or Advisor - Responsible persons for recoding and documenting the design changes internally: MIDA Technical Manager or Technical Co-ordinator		
Further Information:	- Work where possible to Site specific design and record if changed with reasons why - NHBC Chapter 5.1.5 Services and drainage		
Method for Communication :	Briefing by Site Manager to groundworkers via TBT Alert		