The Lightbulb, 1.15, 1 Filament Walk, Wandsworth, London SW18 4GQ
+44 (0) 207 952 1650 | hello@underthedoormat.com

Operation Schedule and Maintenance Planning

Activity	Frequency
Quality Sampling and water risk assessment	Annual
Fire Risk Assessments	Annual
Asbestos Survey	Annual
Video/Intercom Servicing and Set-Up (if any)	Annual
Fire Alarm Servicing	Annual
Security Alarm Servicing / Intruder	Annual
PAT Electrical Testing	Annual
Hot Water Cylinder Servicing	Annual
Emergency Lighting & Working at height	Bi-Annual
Safe System (if any)	Annual
External Window Cleaning	Quarterly
Man safe/eyebolt testing	Bi-Annual
Gutter cleaning	Quarterly
Pest control (Rats, Mice and Insects) to include Flats & Communal	Quarterly
Major maintenance (anything that requires a specialist e.g. plumber, electrician etc.)	Reactive basis
Plumbing works, CCTV, Drainage Engineer	Reactive
Boiler services	Annually
Lift Servicing (if any)	Quarterly and reactive
Alliance servicing	Annual (depending on warranty)
Internal Cleaning (including windows)	Reactive basis
Minor maintenance (small items)	Reactive basis
Minot Decorating (e.g. repainting walls)	Reactive basis
Key management system updates	Annually and reactive

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UnderTheDoormat Management Service

UnderTheDoormat provides an end-to-end service so owners can trust we take care of marketing and the guest services, with the option for delivering the building maintenance and management in management agreements. It is important to have visibility to the high standards we operate to for our guests and the services we provide. Delivering the highest quality standards is what delivers the highest returns to our owners.

For individual units, as per our standard agreement, maintenance would be the responsibility of the asset owner. We also have maintenance provision available including our in-house maintenance team and contractors for specialist requirements, should the property owner wish us to arrange any maintenance requirements.

In building management agreements, we can build in a full maintenance provision including planned and preventative maintenance. Please note that a bespoke plan will need to be agreed before any management agreement. Further assessment of the final plan will be delivered upon receipt of planning permission.