

| Window Ref | Width (mm) | Height (mm) | Area of window (m2) | Room Name     | Floor Area (m²) | O/P Area (m²) 5% of room area opening at 30°. | Required Opening Light Area (m²) | New Secondary Glazing, aluminium framed, double glazed | Privacy Glazing Required | Blinds                            | Finishes Required to Existing Window     | Repairs Required                                                | M&E Works                                                                     | Photo                                                    | Photo    | Photo   | Photo   | Photo   |
|------------|------------|-------------|---------------------|---------------|-----------------|-----------------------------------------------|----------------------------------|--------------------------------------------------------|--------------------------|-----------------------------------|------------------------------------------|-----------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------------------------------------|----------|---------|---------|---------|
| WG01       |            | 707         | 1261                | 0.9           | Room 3          | 44.71                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-1                                                   |          |         |         |         |
| WG02       |            | 707         | 1261                | 0.9           | Room 3          | 44.71                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        | Replace 1 no. Critall casement stay                                           | 9760-1                                                   |          |         |         |         |
| WG03       |            | 701         | 1251                | 0.9           | Room 3          | 44.71                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-2                                                   |          |         |         |         |
| WG04       |            | 701         | 1251                | 0.9           | Room 3          | 44.71                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-2                                                   |          |         |         |         |
| WG05       |            | 701         | 1251                | 0.9           | Room 3          | 44.71                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-2                                                   |          |         |         |         |
| WG06       |            | 701         | 1251                | 0.9           | Room 2          | 34.69                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-3                                                   | 9760-4   |         |         |         |
| WG07       |            | 701         | 1251                | 0.9           | Room 2          | 34.69                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-3                                                   | 9760-4   |         |         |         |
| WG08       |            | 701         | 1251                | 0.9           | Room 2          | 34.69                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-3                                                   | 9760-4   |         |         |         |
| WG09       |            | 701         | 1251                | 0.9           | Room 2          | 34.69                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-5                                                   | 9760-6   |         |         |         |
| WG10       |            | 701         | 1251                | 0.9           | Room 2          | 34.69                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-5                                                   | 9760-6   |         |         |         |
| WG11       |            | 701         | 1251                | 0.9           | Room 2          | 34.69                                         | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-5                                                   | 9760-6   |         |         |         |
| WG12       |            | 701         | 1251                | 0.9           | Room 8          | 5.1                                           | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-7                                                   | 9760-8   |         |         |         |
| WG13       |            | 701         | 1251                | 0.9           | Room 8          | 5.1                                           | N/A                              | Opening light needed                                   |                          |                                   | Remove and reinstate blinds              | Rub down and redecorate, clean all glass                        |                                                                               | 9760-7                                                   | 9760-8   |         |         |         |
| WG14       |            | 701         | 1251                | 0.9           | Corridor        | 136.9                                         | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-9                                                   | 9760-10  |         |         |         |
| WG15       | 694        | 1266        | 0.9                 | W.C 1         | 3.54            | N/A                                           | N/A                              | Fixed light                                            | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        | Replace 1 x broken pane                                                       | Remove window mounted fan. Install new through wall fan. | 9760-11  | 9760-12 | 9760-13 |         |
| WG16       | 990        | 1267        | 1.3                 | W.C 2         | 7.83            | N/A                                           | N/A                              | Fixed light                                            | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-14                                                  | 9760-15  |         |         |         |
| WG17       | 694        | 1266        | 0.9                 | W.C 2         | 7.83            | N/A                                           | N/A                              | Fixed light                                            | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-16                                                  | 9760-17  |         |         |         |
| WG18       | 701        | 1252        | 0.9                 | W.C 2         | 7.83            | N/A                                           | N/A                              | Fixed light                                            | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        | Replace 1 x broken pane                                                       | Remove window mounted fan. Install new through wall fan. | 9760-18  | 9760-19 |         |         |
| WG19       | 701        | 1252        | 0.9                 | W.C 3         | 7.73            | N/A                                           | N/A                              | Fixed light                                            | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-20                                                  | 9760-21  |         |         |         |
| WG20       | 702        | 1262        | 0.9                 | W.C 3         | 7.73            | N/A                                           | N/A                              | Fixed light                                            | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-22                                                  | 9760-23  |         |         |         |
| WG21       | 702        | 1262        | 0.9                 | W.C 3         | 7.73            | N/A                                           | N/A                              | Fixed light                                            | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        | Replace 1 x broken pane                                                       | Remove window mounted fan. Install new through wall fan. | 9760-24  | 9760-25 |         |         |
| WG22       | 702        | 1262        | 0.9                 | Kitchen       | 5.08            | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        | Replace 1 x broken pane                                                       | Remove window mounted fan. Install new through wall fan. | 9760-26  | 9760-27 | 9760-28 | 9760-29 |
| WG23       | 702        | 1240        | 0.9                 | Room 4        | 57.32           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-30                                                  |          |         |         |         |
| WG24       | 702        | 1240        | 0.9                 | Room 4        | 57.32           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        | Replace 1 no. Critall casement stay                                           | 9760-30                                                  |          |         |         |         |
| WG25       | 702        | 1240        | 0.9                 | Room 4        | 57.32           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-30                                                  |          |         |         |         |
| WG26       | 702        | 1240        | 0.9                 | Room 4        | 57.32           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-31                                                  |          |         |         |         |
| WG27       | 702        | 1240        | 0.9                 | Room 4        | 57.32           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        | Replace 1 no. Critall casement stay                                           | 9760-31                                                  |          |         |         |         |
| WG28       | 702        | 1240        | 0.9                 | Room 4        | 57.32           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-31                                                  |          |         |         |         |
| WG29       | 702        | 1240        | 0.9                 | IT            | 35              | N/A                                           | N/A                              | Opening light needed                                   |                          | Remove and clear old blinds track | Rub down and redecorate, clean all glass |                                                                 |                                                                               | 9760-32                                                  | 9760-33  |         |         |         |
| WG30       | 702        | 1240        | 0.9                 | IT            | 35              | N/A                                           | N/A                              | Opening light needed                                   |                          | Remove and clear old blinds track | Rub down and redecorate, clean all glass |                                                                 |                                                                               | 9760-32                                                  | 9760-33  |         |         |         |
| WG31       | 702        | 1240        | 0.9                 | IT            | 35              | N/A                                           | N/A                              | Opening light needed                                   |                          | Remove and clear old blinds track | Rub down and redecorate, clean all glass |                                                                 |                                                                               | 9760-32                                                  | 9760-33  |         |         |         |
| WG32       | 702        | 1240        | 0.9                 | IT            | 35              | N/A                                           | N/A                              | Opening light needed                                   |                          | Remove and clear old blinds track | Rub down and redecorate, clean all glass |                                                                 |                                                                               | 9760-34                                                  | 9760-35  | 9760-36 | 9760-37 | 9760-38 |
| WG33       | 702        | 1240        | 0.9                 | IT            | 35              | N/A                                           | N/A                              | Opening light needed                                   |                          | Remove and clear old blinds track | Rub down and redecorate, clean all glass |                                                                 |                                                                               | 9760-34                                                  | 9760-35  | 9760-36 | 9760-37 | 9760-38 |
| WG34       | 702        | 1240        | 0.9                 | IT            | 35              | N/A                                           | N/A                              | Opening light needed                                   |                          | Remove and clear old blinds track | Rub down and redecorate, clean all glass | Replace 1 x broken pane                                         | Remove window mounted fan. Install new through wall fan.                      | 9760-34                                                  | 9760-35  | 9760-36 | 9760-37 | 9760-38 |
| WG35       | 702        | 1260        | 0.9                 | Plant         | 12.57           | N/A                                           | N/A                              | Opening light needed                                   | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-39                                                  | 9760-40  | 9760-41 |         |         |
| WG36       | 702        | 1260        | 0.9                 | Plant         | 12.57           | N/A                                           | N/A                              | Opening light needed                                   | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        | Would require removal of existing electrical distribution boards and busbars. | 9760-42                                                  | 9760-43  |         |         |         |
| WG37       | 702        | 1260        | 0.9                 | Plant         | 12.57           | N/A                                           | N/A                              | Opening light needed                                   | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        | Would require removal of existing electrical distribution boards and busbars. | 9760-44                                                  | 9760-45  |         |         |         |
| WG38       | 62         | 1340        | 0.1                 | Plant         | 12.57           | N/A                                           | N/A                              | Opening light needed                                   | Y                        |                                   |                                          | Rub down and redecorate, clean all glass                        | Would require removal of existing electrical distribution boards and busbars. | 9760-46                                                  |          |         |         |         |
| WG39       | 62         | 1340        | 0.1                 | Store 1       | 12.57           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        | No image                                                                      | 9760-47                                                  |          |         |         |         |
| WG40       | 708        | 1260        | 0.9                 | Corridor      | 5.1             | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-47                                                  |          |         |         |         |
| WG41       | 708        | 1260        | 0.9                 | Room 6        | 5.1             | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-48                                                  |          |         |         |         |
| WG42       | 708        | 1260        | 0.9                 | Room 6        | 5.1             | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-48                                                  |          |         |         |         |
| WG43       | 708        | 1260        | 0.9                 | Room 1        | 34.3            | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-49                                                  | 9760-50  |         |         |         |
| WG44       | 708        | 1260        | 0.9                 | Room 1        | 34.3            | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-49                                                  | 9760-50  |         |         |         |
| WG45       | 708        | 1260        | 0.9                 | Room 1        | 34.3            | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-49                                                  | 9760-50  |         |         |         |
| WG46       | 708        | 1260        | 0.9                 | Room 1        | 34.3            | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-51                                                  | 9760-52  |         |         |         |
| WG47       | 708        | 1260        | 0.9                 | Room 1        | 34.3            | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-51                                                  | 9760-52  |         |         |         |
| WG48       | 708        | 1260        | 0.9                 | Room 1        | 34.3            | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        | Allow 50mm s.w. jamb packers to enable cable penetrations                     | 9760-51                                                  | 9760-52  |         |         |         |
| WG49       | 708        | 1260        | 0.9                 | Staff Room    | 19.05           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-53                                                  | 9760-54  | 9760-55 | 9760-56 | 9760-57 |
| WG50       | 708        | 1260        | 0.9                 | Staff Room    | 19.05           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        | Allow 50mm s.w. jamb packers to enable cable penetrations                     | 9760-53                                                  | 9760-54  | 9760-55 | 9760-56 | 9760-57 |
| WG51       | 708        | 1260        | 0.9                 | Staff Room    | 19.05           | N/A                                           | N/A                              | Opening light needed                                   |                          |                                   |                                          | Rub down and redecorate, clean all glass                        |                                                                               | 9760-53                                                  | 9760-54  | 9760-55 | 9760-56 | 9760-57 |
| WF01       | 1142       | 1798        | 2.1                 | Lift          | 7.28            | 0.4                                           | 0.2                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-58                                                  | 9760-59  | 9760-60 | 9760-61 |         |
| WF02       | 1163       | 2200        | 2.6                 | Lift          | 7.28            | 0.4                                           | 0.2                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-62                                                  | 9760-63  |         |         |         |
| WF03       | 1142       | 1798        | 2.1                 | Store 2       | 4.9             | 0.2                                           | 0.2                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-64                                                  | 9760-65  | 9760-66 |         |         |
| WF04       | 1163       | 2200        | 2.6                 | Office 1      | 10.42           | 0.5                                           | 0.5                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-67                                                  | 9760-68  | 9760-69 | 9760-70 | 9760-71 |
| WF05       | 1163       | 2200        | 2.6                 | Main Office 1 | 10.7            | 0.5                                           | 0.2                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-72                                                  | 9760-73  | 9760-74 | 9760-75 | 9760-76 |
| WF06       | 1163       | 2200        | 2.6                 | Main Office 1 | 12.23           | 0.6                                           | 0.2                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-77                                                  | 9760-78  | 9760-79 |         |         |
| WF07       | 1163       | 2200        | 2.6                 | Office 2      | 12.21           | 0.6                                           | 0.6                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-83                                                  | 9760-84  | 9760-85 |         |         |
| WF08       | 1142       | 1798        | 2.1                 | Office 3      | 12.21           | 0.6                                           | 0.6                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-80                                                  | 9760-81  | 9760-82 |         |         |
| WF09       | 693        | 1839        | 1.3                 | Office 4      | 69.44           | 3.5                                           | 3.5                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-86                                                  |          |         |         |         |
| WF10       | 693        | 1839        | 1.3                 | Office 5      | 69.44           | 3.5                                           | 3.5                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-87                                                  | 9760-88  |         |         |         |
| WF11       | 1152       | 2172        | 2.5                 | Main Office 2 | 69.44           | 3.5                                           | 0.9                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-89                                                  | 9760-90  |         |         |         |
| WF12       | 1152       | 2172        | 2.5                 | Main Office 2 | 10.42           | 0.5                                           | 0.1                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-91                                                  | 9760-92  | 9760-93 | 9760-94 |         |
| WF13       | 1152       | 2172        | 2.5                 | Main Office 2 | 5.54            | 0.3                                           | 0.1                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed | No image                                                                      | 9760-91                                                  |          |         |         |         |
| WF14       | 1152       | 2172        | 2.5                 | Kitchen 1     | 6.1             | 0.3                                           | 0.3                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed | Remove redundant window fan                                                   | 9760-106                                                 |          |         |         |         |
| WF15       | 1152       | 2172        | 2.5                 | Kitchen 2     | 6.1             | 0.3                                           | 0.3                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-95                                                  | 9760-96  | 9760-97 |         |         |
| WF16       | 693        | 1789        | 1.2                 | W.C 4         | 4.62            | 0.2                                           | 0.1                              |                                                        | Y                        |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-98                                                  | 9760-99  |         |         |         |
| WF17       | 693        | 1381        | 1.0                 | W.C 4         | 21.58           | 1.1                                           | 0.5                              |                                                        | Y                        |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-100                                                 | 9760-101 |         |         |         |
| WF18       | 693        | 1789        | 1.2                 | W.C 5         | 21.58           | 1.1                                           | 1.1                              |                                                        | Y                        |                                   |                                          | Replace window complete with timber sliding sash, double glazed | Remove window mounted fan. Install new through wall fan.                      | 9760-102                                                 | 9760-103 |         |         |         |
| WF19       | 693        | 1789        | 1.2                 | Stair 2       | 21.58           | 1.1                                           | 1.1                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-104                                                 | 9760-105 |         |         |         |
| WF20       | 1142       | 1798        | 2.1                 | Store 3       | 11.27           | 0.6                                           | 0.6                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed | No image                                                                      | 9760-106                                                 |          |         |         |         |
| WF21       | 1128       | 2158        | 2.4                 | Office 6      | 10.9            | 0.5                                           | 0.5                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-107                                                 | 9760-108 |         |         |         |
| WF22       | 1128       | 2158        | 2.4                 | Store 7       | 4.82            | 0.2                                           | 0.2                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-109                                                 |          |         |         |         |
| WF23       | 1128       | 2158        | 2.4                 | Main Office 2 | 137.56          | 6.9                                           | 1.7                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-110                                                 |          |         |         |         |
| WF24       | 1128       | 2158        | 2.4                 | Store 8       | 137.56          | 6.9                                           | 6.9                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-111                                                 | 9760-112 |         |         |         |
| WF25       | 1142       | 1798        | 2.1                 | Main Office 1 | 137.56          | 6.9                                           | 2.3                              |                                                        |                          | Remove and reinstate blinds       |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-113                                                 | 9760-114 |         |         |         |
| WF26       | 1181       | 1775        | 2.1                 | Stair 1       | 138.56          | 6.9                                           | 2.3                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-115                                                 |          |         |         |         |
| WF27       | 1142       | 1798        | 2.1                 | Stair 1       | 22.36           | 1.1                                           | 0.4                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-116                                                 |          |         |         |         |
| WF28       | 1142       | 1798        | 2.1                 | Stair 1       | 22.36           | 1.1                                           | 0.4                              |                                                        |                          |                                   |                                          | Replace window complete with timber sliding sash, double glazed |                                                                               | 9760-117                                                 |          |         |         |         |