

NEC4 · CLAUSE 32 REVISED PROGRAMME

The Revised Programme

A revised programme is not a progress update with a new date on it. Clause 32.1 sets out what it must show and clause 32.2 sets out when it must go in. A revision that misses the first invites non-acceptance under clause 31.3; one that misses the second leaves a stale Accepted Programme as the baseline for every compensation event assessed in the meantime. Work down these checks before each submission.

1 Start from the right document

- ☐ **The revision built from the current Accepted Programme**, not from an unaccepted submission or a working copy, so every change is measured against the baseline the contract recognises.
- ☐ **Data date fixed and stated**, with every actual date before it and every forecast after it.
- ☐ **Logic and durations retained** except where the revision is deliberately changing them, and each change listed.
- ☐ **Contract Data interval checked**: the revision is due at no longer than the stated interval, whether or not anyone has asked for it.

State it: the baseline used, the data date and the reason for this revision, in the covering note.

2 Show what clause 32.1 requires, item by item

- ☐ **Actual progress on each operation** and its effect on the timing of the remaining work, taken from site records rather than estimated.
- ☐ **The effects of implemented compensation events** built into the programme, not held in a separate list.
- ☐ **How the Contractor plans to deal with any delays** and to correct notified Defects, stated as activities with dates.
- ☐ **Any other changes the Contractor proposes** to the Accepted Programme identified, with the reason for each.

State it: four headings in the narrative, one per clause 32.1 item, each answered.

3 Keep the clause 31.2 content intact

- ☐ **Key Dates, the Completion Date and planned Completion** all shown, with any movement since the last revision explained.
- ☐ **Float, time risk allowances and health and safety requirements** still shown, with consumed allowances marked.
- ☐ **Method and resource statement kept current** for the remaining work, not left as the tender statement.
- ☐ **Dates for information and access from the Client and Others** updated, because a missed date on their side is an early warning and may be a compensation event.

State it: a clause 31.2 content check signed off before submission.

The last accepted revision is the baseline. Not the latest one you sent.

4 Submit on the clock, and use it

- ☐ **Submission triggers diarised** under clause 32.2: within the period for reply when the Project Manager instructs one, when the Contractor chooses, and in any case at the Contract Data interval.
- ☐ **The revision submitted for acceptance**, in the form the Scope requires, with the narrative and the native file.
- ☐ **Two-week response window tracked** from submission; the four clause 31.3 reasons are the only grounds the contract gives, and non-acceptance for any other reason is a compensation event under clause 60.1(9).
- ☐ **Silence handled**: if no response arrives, the failure is notified, and a further week of silence is treated as acceptance.

State it: submission date, response due date and outcome, on one line per revision.

5 Close the loop after the decision

- ☐ **Accepted revision recorded as the current Accepted Programme** and used for every compensation event whose dividing date falls after its acceptance.
- ☐ **Non-acceptance reasons answered** and a corrected revision resubmitted within the period for reply, as clause 13.4 requires, not held to the next interval.
- ☐ **Change register reconciled**: every difference from the last revision is progress, an implemented compensation event, a mitigation or a proposed change.
- ☐ **Native file and narrative archived together**, revision by revision, because a delay analysis later will want both.

State it: the accepted revision number, its acceptance date and where the files are, in the monthly report.

Before you submit

A revision the Project Manager can accept in one reading.

- ☐ Every clause 32.1 item is answered on the face of the programme, not only in the narrative.
- ☐ The revision is on time under clause 32.2 and the covering note says which trigger it answers.
- ☐ If a compensation event arose tomorrow, its dividing date would fall against a programme you would be content to be assessed on.

Revised programme due and the update is not ready? We will build it from the Accepted Programme and the site records, and have it in on time.

Roman Bazelchuk • Director, NEC Planning Solutions Ltd • info@necplanningsolutions.co.uk • 0330 223 7709