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UCAN Company Profile

A Brief History:

UCAN is the dynamic & exciting concept in DIY built-in kitchen and bedroom cupboards, designed to enhance the home improvement offering in Game stores. UCAN is a wholly owned division of the Home Concept Group, one of South Africa’s largest independent kitchen companies. Home Concept was established in 1995, as a service provider to the retail industry and is the only kitchen company with a national footprint.

The UCAN offering can be divided into two distinct product categories:

- Kitchen Accessories (handles, hinges, runners, fittings, sinks capping, light shields etc.) and hardware which attract trade business as well as end users looking to enhance their current installations. The setup of this area follows traditional retail conventions.
- Custom designed kitchen & bedroom cupboards.

The UCAN range of Custom Designed kitchen and bedroom cupboards includes an exciting range of exclusive PVC wrap colours. The emphasis is on offering quality and style at an affordable price, while keeping installation simple.

UCAN is a Proud Affiliate Member of the KSA

The mission of the Kitchen Specialist Association (KSA) is to create a professional and stable trading environment in which the industry can prosper and consumers can enjoy complete peace-of-mind.

As an independent body and non-profit organization, the KSA is able to offer the potential kitchen, bathroom and built-in cupboard purchaser some sound advice with regard to choosing a suitable company.

Each member has satisfied a stringent checking procedure before they can join, and more importantly, has to maintain the high standards the KSA insists upon or risk being expelled from the association.

The KSA has a broad membership representation including affiliate members who supply to the kitchen, bathroom and built-in cupboard industries.

Tools

Tools are the corner stone of your job and poor tools or the wrong tools will lead to poor quality workmanship or at best will hinder your ability to work quickly and efficiently. Over the years we have realized that there is a direct correlation between the quality of the successful job completion and the quality and completeness of his tool kit.

The list of tools below should be in every installer’s toolbox; however there are many more tools that you could have as part of your collection.

Essential Tool Requirements:

- Electric Tools:
  - Hand held circular saw. (the blades need to be replaced or re-sharpened regularly)
  - Jigsaw. (you need to keep a set of new blades in your tool box at all times)
  - Sturdy Hammer Drill for masonry drilling
  - Variable speed Electric or cordless drill with reversible gearing for drilling into melamine and to use as a screwdriver.
- Hand Tools:
  - A good level (at least 900mm)
The ability to understand and read a plan is about as critical as being able to install the actual kitchen because if you can’t understand what the end result should look like and how it is supposed to fit together then you will never be able to give the CUSTOMER what they are looking for. You require the ability to read the plan in conjunction with the layout of the room to make it all come together.

Like any Company we use our own terminology and abbreviations to help us all understand what we’re talking about. In the beginning it can be quite difficult to remember all the terminology and abbreviations but once you get to grips with it you’ll find that it all makes sense and it will help you to quickly get information about the plan. Some common terms are listed below:

- **BU** - Indicates that the unit is a base unit
- **TU** - Indicates that the unit is a top unit
- **M** - Followed by a size indicates a mini unit that is commonly used above a fridge to box it in.
- **GC** - Indicates a grocery cupboard which is a tall unit
• BC - Indicates a broom cupboard which is a tall unit
• WIP - Indicates a walk-in pantry which is a tall unit
• All unit will end with either -0, -1 or -2, this tells us that the unit has no seen ends for a -0, one seen end for a -1 and either two seen ends or a fully exposed unit for -2. (A fully exposed unit will be a unit that uses color board for all the visible components)
• UCO - Indicates an under counter oven
• ELO or EL - indicates an eye level oven
• EXT - indicates an extractor unit
• BCU - Indicates a base corner unit
• BED - Indicates a base end display
• BP - Indicates a back panel
• G - Indicates a glass door unit
• GAB - Indicates a gable
• S - Indicates a BIC shelving cupboard
• SH - Indicates a BIC hanging cupboard
• TCU - Indicates a top corner unit
• TED - Indicates a top end display

The terms listed above are not complete but are the ones you will come across the most. All the terms above will be followed by numbers (indicating sizes) or letters (adding more to the description) or a combination of the two. The design below has been marked in key areas (with letters of the alphabet, starting at A) and descriptions of these areas will be described below.

NOTE: All the sizes that you will come across on a design will be in centimeters and not millimeters.
A. Fillers are a much overlooked component of an installation yet they are critical to the whole process. They serve 3 basic functions:
   a. If a base unit or a top unit is installed straight up against a wall and you would like to tile the walls, the doors may not open properly. The edge of the door is only 2mm from the edge of the cupboard and if the cupboard is against the wall that means that the door is only 2mm from the wall. The average tile plus tile adhesive is 10mm thick which means that the tiles will overlap the door by 8mm preventing the door from opening.
   b. We have a range of units that the Salesperson can use when designing a kitchen and for virtually every kitchen the wall space that the units are to be fitted to is an odd size or possibly the units available do not fit exactly onto the wall space and in these circumstances we need a filler to fill the gap.
   c. Another reason for using fillers is when the walls are skew. When we install the kitchen we take a lot of care to ensure that the kitchen has been installed square and level but in most houses the walls are not square and level. If you install a base unit square and level, and the wall is running out by say 5mm, you will need to cut a filler that runs out by 5mm to fill the gap.

B. Indicates all the base units and are colored grey in the drawing.
C. Indicates a mini unit and is colored white in the drawing. The mini unit is installed over the fridge to box it in and give the fridge its own space. You’ll note on the floor plan that the fridge unit is not installed against the wall but rather 300mm off the wall and inline with the front of the tall units either side of it.
D. Indicates a grocery cupboard which is a tall unit that will run from the floor to the top of the top units and is colored brown in the drawing.
E. Indicates a walk-in pantry (WIP) and is colored brown in the drawing. Take note of the shape of the WIP, you will always be able to recognize this unit by its shape. The WIP is also a tall unit like the grocery cupboard.

F. Indicates the top units. You’ll notice that the top units are half the depth of the base units and are colored white in the drawing.

G. Indicates the under counter oven and is colored pink in the drawing.

Product Knowledge & Specifications

To cover this section in detail would be a course on its own, so we are going to give you a basic run down of the products used in the manufacturing of a kitchen and what the standard sizes and configurations are that we use when creating kitchen cupboards.

Product Knowledge:

A kitchen comprises of 6 basic products. The combination of some or all of these products will make a unit and the combination of these units will make a kitchen.

- Melamine covered chipboard
  
  This is the main component used in the manufacture of kitchen units and is a process of heating and pressurizing wood chips combined with glues to form a flat board that is 16mm thick 2750mm long and 1830mm wide. There are 5 main processes in the manufacture of chipboard, also know as particleboard.
  
  o Debarking
    
    Although chipboard is an artificially manufactured product its main component is wood and the debarking of trees is where it all begins. The bark from the trees is not used in the manufacturing process so all the bark is removed during this process.
  
  o Chipping
    
    Once the trees have been debarked they are then put through giant shredder machines that will rip them up into fairly even sized wood chips ready for the next step.
  
  o Pulping
    
    The wood chips are then fed into a pulper that transforms the woodchips into a semi liquid like state.
  
  o Gluing and pressing
    
    The glues and resins are then mixed with the pulp and fed onto a pressing machine which, with the aid of heat and a huge amount of pressure, will press the resin laced pulp until it reaches its required thickness of 16mm. the product is then cut to its final size of 2750mm by 1830mm.
  
  o Melamine laminating (for creating the final melamine faced product, which is what gives the board its colors and textures)
    
    The chipboard is sold as it is or it can have a melamine covering bonded to it. The melamine is layers of decorative paper that is bonded to the chipboard, again with resins, heat and pressure to form a melamine covered board of various colors and textures.

- Supawood (MDF)

  MDF is manufactured in virtually the same way as chipboard with one main difference - the size of the chips. The wood chips used for the manufacture of MDF are much smaller than that of chipboard, so much so that the chips are reduced until they are fiber and not chips anymore. This gives the final product a much denser core which allows us to form the door with face and edge shapes and create our wrap doors.

- Masonite

  Masonite is also manufactured in much the same way as chipboard and MDF and uses a chip size much the same as that of MDF. The end product is not as hard as chipboard or MDF as it is only 3.2mm thick and is used for cupboard backings and the bases for drawer units. The one side of Masonite is painted white (the front) and the other side is left in its raw state which is brown in color. (the back)
0.35mm and 2mm edging
Due to the fact that we use melamine based chipboard for our units we need to edge all the exposed edges to hide the particleboard after we’ve cut the components to the required size. All the internal edges (edges that are not visible when the doors are closed) are edged with white 0.35mm PVC edging. All the external edges (edges that are still visible when the doors are closed) are edged in color 0.35mm PVC edging. The color that is used will always match the color of the doors unless otherwise specified. All the doors, drawer fronts and external fascias are edged with 2mm ABS high impact edging for strength and durability. The 2mm ABS edging will take a lot more knocks than the 0.35mm PVC can which is why we use this product on the doors.

Formica counter tops
Formica is an incredibly strong product that is used in the manufacture of the counter tops that we use. Formica itself is only about 1.5mm thick but to create the finished counter top this is laminated to 30mm chipboard to give a finished size of 32mm. The counter tops we use have a bullnose on the front edge, are 600mm deep and come in 3530mm lengths. Formica is created from two main ingredients;

- **Resins**
  Formica blends a number of chemicals including phenol, melamine and formaldehyde into liquid resins. These resins give to Formica laminate its qualities of strength, wear resistance and durability.

- **Papers**
  Kraft paper, used as a carrier for the resins, provides both strength and thickness to the finished laminate. Printed sheets are used to convey the surface colors and design images.

The 4 main operations in the manufacture of Formica are treating, collating, pressing and finishing.

*Printing*
As well as buying in ready-printed papers, Formica has its own printing facilities. Over 250 cylinders are available, each generating a different design. The printed papers are then used on site or supplied to other Formica factories around the world.

*Treating*
Rolls of core and decorative surface papers are processed in impregnating machines which can be over 50 meters long. A continuous sheet of paper is drawn from the roll and saturated with resin. This ribbon is then slowly dried as it passes through more than 20 meters of temperature-controlled ovens. As it emerges, the paper is cut to specific sizes and stacked ready for use in the next stage of manufacture.

*Collating*
The core collation and surface collation departments now prepare and assemble the resin impregnated décor surface papers and the core papers ready for pressing.

*Pressing*
The collated surface and core materials are brought separately to the presses. Here the materials needed for each sheet of laminate are combined into packs. Steel sheets are inserted between each pack: they act as separators, and impart the required texture to the surface of the laminate being pressed. The press is then closed, and the packs are subjected to a controlled cycle of heat and high pressure.

*Finishing*
Once pressed, the laminate requires finishing. Individual sheets of laminate pass through automated processing lines which trim the four edges of the sheet and sand the non-decorative side.

An assortment of fittings
There are many fittings that we use in the production of our kitchens units but the most common fittings used would be:

- **Hinges**
- **Drawer Runners**
- Your Partner in DIY -

- Shelf Studs
- Handles
- Screws
- Base Adjustable Legs

**Product Specifications:**

In this section we are not going to take you through all the components and their sizes because that you’ll learn with time but it is essential that before you start your installation you know the basic sizes of the finished product so that you can make the correct decisions when installing.
Base Unit Configuration:

Counter Top

Cupboard Side

Kickplate

Side View
Top Unit Configuration:

Side View - (Hi-Line)

Side View - (Std Height)

Cupboard Side  Door

Cupboard Side  Door

720  716

1020

300

16

1016

300

16
Tall Unit Configuration:

Side View - (Hi-Line)

2480
2330
2326

Side View - (Std Height)

2180
2030
2026

58.0
58.0
**Combined Configuration:**

**Installation**

This section of the manual is not intended to teach you everything there is to know about installing a kitchen, because that would be a six month course and even then there would still be more you could learn. This section takes you through some fundamentals of the installation process and tries to simplify and structure the installation so that with a few key points and techniques you’ll be well on your way to being a great installer.

**Assessment & Preparation of the kitchen prior to installation:**

*Assessment of the kitchen:*
A lot of installers walk into the kitchen and then get started straight away with the installation without taking the time to look around the room. Stand in the kitchen, plan in hand, and visualize the installation. Where do I begin and then where to after that etc. There is a lot of value in doing the installation mentally prior to actually installing because a lot of the time you will spot areas of concern and you can make adjustments to eliminate the problem or if you are not able to see your way around it you can get hold of the UCAN call centre (Tel - 0861424357) who will ask a UCAN Regional Manager to contact you and have it sorted out before it becomes a major obstacle.

Visualizing the installation will also help you speed up the installation. If you have mentally installed the job step by step, including the counters, handles, appliances etc. prior to starting you will find that when you have completed one section you do not need to spend time thinking about what to do next because you already know.

Preparing the kitchen:

An empty room is always quicker to install in than having to continually move obstacles from one side of the room to another and back again. Take the extra 30 minutes to clear out the room completely or if there is a section of the room that you will not be working in then move the obstacles to this area. Once the room is empty, then start to prep the surfaces. Check the floors for unevenness and/or bits of old tiles or concrete that can be chipped away if they are going to be a hindrance. Check the walls for old tiles or nails that can be removed to allow the top units to sit flush against the walls.

Points to take note of:

There are few things to take note of at this stage:-

- If you are installing at a kitchen that is already tiled and you are not going to re-tile then try to accommodate the tiling. Measure your base unit and top unit end where you intend to begin and if these are within 50mm then either lift or lower your normal top unit starting points so that the units sit on the tiles and you do not have a 30mm or 40mm gap between the tiles and top units. If you need to add an extra 20mm filler to the units to move them left or right so that their units sit up against the tiles then do so. (So long as this does not cause problems elsewhere)
- Take note of the taps; if you are going to be keeping the existing taps in their current location then ensure that the center of the taps fall in the center of the sink. There is nothing worse than having the taps off-centre.
- Take the time to look at plug points and UCO power outlets. If you can make minor adjustments to the installation that will ensure that these are located in the right places and save yourself the cost of moving plug points or outlets then the gain of doing this far outweighs the effort.
- When installing appliance units such as extractors and microwaves or areas of plumbing for sinks or built-in washing machines then make sure that you have holes or cutouts that will allow them to feed pipes or wiring. There are normally two scenarios here; either you will need to hack out a hole which will detract from the appearance of your installation or they will call you back to sort out the problem.

Working Systematically and Tidily:

If you work neat, tidily, and systematically that is how your finished product should turn out.

- When you unpack the units, prior to installation, make sure that you put them out of the way neatly and not in a place that could get them damaged or wet. For example, don't pack units on top of the WIP as you will most probably be starting the installation with the WIP. Don't pack top units on top of the base units because you will install the base units before the top units.
• Do all your cutting outside in one area and pile all your off-cuts in one area out of the way. If you have to cut inside (and I can’t see too many reason why) then make sure that you close all doors to the rest of the house or cover them with plastic if there is no door. Dirt/dust in the kitchen is expected when you are installing your kitchen.

**Marking your level lines & Fitting Cleats:**

If there is one aspect that will have considerable influence on your installation then this section would be it. There are many connecting factors to this section that can make your life easier or cause you considerable headaches and loss of time. Cupboards that are not correctly leveled and square could come back to haunt you in that you may have trouble setting doors or the drawer runners may not run freely or the cupboards may run off against the tiles or ceiling. Take the time to get this 100% and you will save time and effort later in the day when you are getting tired.

**Marking your level lines:**

- The first thing you need to ascertain is the low point in the kitchen. Run a level along the floor in various areas to find out where the lowest point in the kitchen is and this is where you will need to start marking your level lines. The kick-plate height we use is 150mm and this is the height where you need to mark your first point. If you follow this procedure then you will never need a kick-plate bigger than 150mm because as you move along the wall your height required for the kick-plate will be getting smaller not bigger. Run this level line around the entire area of the kitchen that will be covered by base units and tall units. Once you have done this you can then mark your top unit lines by simply measuring 1310mm up from your kick-plate line. This will be the point at which you will rest the bottom of your top units. Once you have completed this step accurately it’s now simply a case of putting the units where the lines are.

**Installing the Cleats:**

All the kitchens will be supplied with 50mm cleats in the same quantity as the kick-plates, so if you have 3 kick-plates you will have 3 cleats. The purpose of the cleat is so that you can rest the base units on them instead of on the plastic legs and in doing so you will only have legs at the front of the units. This means that you will always be working from a level secure point on the wall instead of the plastic legs which require that you get under the cupboard to adjust them. Another benefit of the cleat method is that you will be supporting the entire back of the base unit and not only at intervals with the plastic legs.

The top of the cleat must be flush with the 150mm high line and then fastened to the wall with 6 wall anchors per 2750 length. Getting this step 100% right means that when you come to installing the base units you will only need to level front and back and not left and right as this has already been done with the installation of the cleats.
Installing Base Units:

When installing the base units make sure that you start with the walk-in pantry, if there is one, a corner unit or a void unit and then work outwards from there. Always start in the corners and work your way outwards because you don't have any adjustment in the corners.

Even at this early stage it is important to make sure that you are planning your installation correctly. While you are installing you need to keep the final result in mind and one key area is to make sure that you are installing in such a way that your units will lineup when the job is complete. Make any adjustments at the start of your installation so that you won't have problems later.

Now that you have your cleats installed, simply place the base units on the cleats and level them (front and back) using the adjustable plastic legs screwed to the front of the unit. If the unit is sitting away from the wall, pack between the wall and the cleat with off-cuts or Masonite and then using wall anchors fasten the unit to the wall. The rule of thumb with regards to how many wall anchors to use would be two through the upper cleat and one through the lower cleat of each base unit.
Now that you have installed the first unit you can continue installing the remaining units. One of the most common areas of concern in this respect is when the units are screwed together the installers do not ensure that the sides are 100% flush. This is such a simple task yet so many installers fail to get it right. As part of your basic tool requirements are clamps. Use these clamps to hold the two sides together and 100% flush prior to screwing the units together. When screwing the sides together try wherever possible to hide your screws. All sides are pre-drilled for the hinge-plate screws and between these two holes is the perfect place to hide screws. On a base unit side there are two hinges, top and bottom, which takes care of your top and bottom screws. For the centre screw you can place it behind the center shelf. Although the shelves are adjustable most CUSTOMERS leave their shelves in the center of a unit and you can use this to hide the screws.

Installing Top Units:

Like the base units the top units need to be installed from the corners outwards or in the case of a walk-in pantry from there outwards.

There are several methods of installing the top units but probably the easiest is to join 2 or 3 units together at a time and install them as if they are one big unit. When joining your top units remember to use the same principles as with the base units and clamp the units together before screwing them and hide the screws. To install the top units cut a few braces, from off-cuts, that will rest on the base units and end flush with the level line that you had drawn at the starting point of the top units. Place the top units on the supports and then fasten to the wall. (Using the hole locator jig.) With the top units it is essential to use the hole locator jig so that when the doors are open there is uniformity and neatness. Having holes all over the place at different measurements and locations is untidy and easily noticed.

When installing display units such as glass units, end displays, wine racks etc. it is imperative that under no circumstances do you leave screws that are visible. There is always a way of hiding the screws, be it by screwing through the unit next to the display unit or by using braces across the top of the unit. If you have a long run of glass units and the units either side cannot support them then place your wall anchors behind the center shelf as the glass units have a melamine backing so you do not need to fasten through a cleat.
Installing Counter Tops:

Counter tops for the most part are fairly straightforward. In 99% of the installations you will only need to cut them to length and edge the exposed end. There are however one or two points that need to be mentioned to prevent SNAGs occurring because although it’s a fairly simple process, done incorrectly, water damage is a real threat and one that we face far too often. A lot of the time we say that it’s due to CUSTOMER abuse, sitting water etc. but it is frequently avoidable.

- First and foremost you need to protect the counter top edges from water penetration and to do this you need to seal all edges with roof sealer. This does not only apply to the sink area but the whole kitchen so that if any water is spilt on the counter tops they are protected. I’ve heard many a fitter say that there’s no need to seal the counter because you will tile on the counter. There are two problems with this theory, firstly grout is a porous compound and will let water seep through and secondly, many people do their kitchens in stages and by the time they get to install the tiles it may already be too late and the water may have already got into the counter.

- Another area where we seem to have some problems is around the hob. This is less frequent but still worth some attention. When you cut for the hob please make sure that you leave about 5mm clearance between the side of the hob and the cutout. If the fit is too tight then you run the risk of burning the counter and having to go back and replace the counter at great expense and time.

- When working with some of the dark counter tops it may be difficult to see where your markings are. An easy solution is to carry a roll of masking tape in your tool box. Roughly estimate where your lines should go and stick the masking tape down in this area, then you can do your actual measurements and draw your lines on top of the masking tape.

Installing Kick-plates:

A good installation can have a poor result if the kick-plates are untidy. Unfortunately this can and often does happen. If you follow some simple rules the kick-plate installation will never detract from a great installation.

- The first step is to scribe and cut the kick-plates to the correct length and height. You need to ensure that you mark and cut on the back of the kick-plate so that the chips are not visible. If you have an electric planer then this makes the job a lot easier and neater.
• A lot of installers use butt joins for 90° turns and base end displays. One of the problems with this method is that to neaten it off you need to glue edging on the ends which after sweeping and mopping for some time start to come off and once again we are called back for a SNAG. The best solution for this is to mitre the joints which can be a little difficult so to make it easier over cut the miters as shown in the diagram below. Doing this will save time in that you don’t need to be too precise with the miter. Fill the joins with silicone and then tape the joins with masking tape.

• These joins should be done after you have fastened the long runs of kick-plate to the base units. If you try to panel pin the kick-plates afterwards you run the risk of disturbing the joins and pushing them out of alignment.

• Always follow the shape of the kitchen. If the kitchen turns at 90 degrees then your kick-plates should do the same. If, for example, you are fitting kick-plates under a BED then make sure that the kick-plates follow the angles of the BED. (see diagram below)

Mounting & Adjusting Doors:
Once the units have been installed it is time to hang the doors and adjust them to give the job a professional look. There are two areas I’d like to focus on in this section -

• There are a few units that are not pre-drilled for the hinge-plates (walk-in pantry, extractor units, mini units etc) and after a period of time these hinge-plates start to loosen up, especially in the walk-in pantry. To resolve this problem we have added a new screw to the fittings list (8x19) which is just long enough to secure the hinge plate securely but short enough not to go through the melamine side. When you hang these doors please ensure that you fasten the hinge-plates with these 8x19 screws.

• Even if the sides have been drilled for euro screws the hinge-plates still seem to come loose over time. To avoid this problem you need to make use of the locking screw hole as indicated below. Once you have adjusted all the doors and you are happy that you’ve got them perfect you need to screw the hinge-plates to the side with an 8x30 screw through the locking screw hole.
Installing Handles:
The installation of the handles is another of those simple tasks that are often not completed as well as could be. Below are a few simple guidelines that, if followed, will go a long way to making a good installation great.

- Firstly, handles need to be placed vertically on doors and horizontally on drawer faces.
- The first hole location (the one nearest the corner of the door) needs to be 40mm from the top (on a base unit door) and 40mm from the side. This dimension is important because, when you install glass doors, they have 80mm rails so by using 40mm centers the handle will be in the center of the rail.
- When drilling for drawer handles follow the same principles which will ensure that the handle will be in the center of the drawer face and 40mm down from top edge of the drawer face. Using 40mm centers from the top of the drawer face should eliminate the need to drill through the drawer box into the drawer face. If you find that one of the drawer boxes is in the way then please ensure that you attach the handle to the drawer face prior to attaching the drawer face to the drawer box. DO NOT DRILL THROUGH THE DRAWER BOX TO FIT THE HANDLE
- Another common problem when drilling for handles is the drill bit that you use. I’ve seen on many occasions installers using a 6mm drill bit to drill these holes and sometimes the hole is still visible once the handle has been fitted. The maximum size drill bit to be used is 5mm. Make sure that you always have a 5mm drill bit on hand to prevent this problem.

The Finishing Touches:
This is a critical part of every installation and needs a lot of attention. Unfortunately it’s always at the end of the day and when you’re getting tired; however you need to make sure that you check the kitchen installation thoroughly and make sure of the following.

- You have sealed around all the edges of the counter tops including where the tops meet the tall units.
- All doors are correctly adjusted and secured with the hinge-plate locking screw.
- All Kick-plates are secure and neat.
- All panel pins have been punched under and filled with the correct color wood filler.
- All exposed melamine edges have been edged with correct color PVC edging.
- All filler pieces are in place and have been sealed with silicone (on the wall side) or wood filler (on the cupboard side)

**Installers Tool Checklist**

**Electric Tools:**

<table>
<thead>
<tr>
<th>Tool Description</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hand held circular saw. (the blades need to be replaced or re-sharpened regularly)</td>
<td></td>
</tr>
<tr>
<td>Jigsaw. (you need to keep a set of new blades in your tool box at all times)</td>
<td></td>
</tr>
<tr>
<td>Sturdy hammer drill for masonry drilling</td>
<td></td>
</tr>
<tr>
<td>Variable speed Electric or cordless drill with reversible gearing for drilling into melamine and to use as a screwdriver.</td>
<td></td>
</tr>
<tr>
<td>Electric planer (OPTIONAL)</td>
<td></td>
</tr>
<tr>
<td>Router (OPTIONAL)</td>
<td></td>
</tr>
</tbody>
</table>

**Hand Held Tools:**

<table>
<thead>
<tr>
<th>Tool Description</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>An industrial level (at least 900mm)</td>
<td></td>
</tr>
<tr>
<td>Large square</td>
<td></td>
</tr>
<tr>
<td>Adjustable square</td>
<td></td>
</tr>
<tr>
<td>5 meter tape measure</td>
<td></td>
</tr>
<tr>
<td>Claw hammer</td>
<td></td>
</tr>
<tr>
<td>Panel pin hammer</td>
<td></td>
</tr>
<tr>
<td>Screw drivers (both star and flat head)</td>
<td></td>
</tr>
<tr>
<td>2 Medium sizes g-clamps or equivalent</td>
<td></td>
</tr>
<tr>
<td>Pliers</td>
<td></td>
</tr>
<tr>
<td>Side cutters</td>
<td></td>
</tr>
<tr>
<td>Shifting spanner</td>
<td></td>
</tr>
<tr>
<td>Masonry chisel</td>
<td></td>
</tr>
<tr>
<td>Metal file</td>
<td></td>
</tr>
<tr>
<td>Hacksaw</td>
<td></td>
</tr>
<tr>
<td>Stanley knife of similar</td>
<td></td>
</tr>
<tr>
<td>Chalk line</td>
<td></td>
</tr>
</tbody>
</table>

**Sundries:**

<table>
<thead>
<tr>
<th>Tool Description</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>4mm – 6mm Drill Bits</td>
<td></td>
</tr>
<tr>
<td>10mm – 20mm Spade Bits</td>
<td></td>
</tr>
<tr>
<td>6mm Masonry Bit</td>
<td></td>
</tr>
<tr>
<td>Hole Saw Set</td>
<td></td>
</tr>
<tr>
<td>Pencil</td>
<td></td>
</tr>
<tr>
<td>Extension Cable</td>
<td></td>
</tr>
<tr>
<td>Hand Brush and Pan</td>
<td></td>
</tr>
<tr>
<td>Silicone Gun</td>
<td></td>
</tr>
</tbody>
</table>
### Post-installation Checklist

<table>
<thead>
<tr>
<th>Description</th>
<th>Tick</th>
</tr>
</thead>
<tbody>
<tr>
<td>All doors have been adjusted correctly</td>
<td></td>
</tr>
<tr>
<td>There are no chips or scratches on the doors</td>
<td></td>
</tr>
<tr>
<td>All handles have been fitted and are straight</td>
<td></td>
</tr>
<tr>
<td>All fillers have been sealed with silicone or filler</td>
<td></td>
</tr>
<tr>
<td>All counter tops have been sealed around cutouts, against the cupboards and against the walls</td>
<td></td>
</tr>
<tr>
<td>All cupboards have shelf studs and shelves where applicable</td>
<td></td>
</tr>
<tr>
<td>There are no marks on cupboards or chipped carcass edges</td>
<td></td>
</tr>
<tr>
<td>All skirting has been fitted correctly and sealed on joins and against the floor</td>
<td></td>
</tr>
<tr>
<td>Any fascia or capping joints closed, neat and filled</td>
<td></td>
</tr>
<tr>
<td>All cupboards have been cleaned and any pencil marks removed from doors and counters</td>
<td></td>
</tr>
<tr>
<td>All cleats for granite have been installed securely</td>
<td></td>
</tr>
<tr>
<td>Has the zinc been sealed properly with silicone and roof sealer</td>
<td></td>
</tr>
<tr>
<td>Have any exposed nail holes been punched under and filled with the appropriate filler</td>
<td></td>
</tr>
<tr>
<td>Have all the counter tops been secured and edged</td>
<td></td>
</tr>
<tr>
<td>Have all the holes been cut for sink waste pipes</td>
<td></td>
</tr>
<tr>
<td>Have all holes required to run electrical cables been drilled</td>
<td></td>
</tr>
<tr>
<td>Has the job been installed according to the signed plan</td>
<td></td>
</tr>
</tbody>
</table>

### Documentation

#### Installers Tool Checklist

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#### Post-installation Checklist

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