

Task	Responsibility and Information Flow	Notes
<p><b>Warranty Issues:</b></p> <p><b>Recommended procedure:</b></p> <ul style="list-style-type: none"> <li>▪ Receive reviews of reported defects during the one-year warranty period</li> <li>▪ Forward reports to the contractor for attention</li> </ul>	<p>Owner to architect to general contractor</p>	<p><i>RAIC Document Six</i> and <i>CCDC 2</i> differ concerning the warranty process – see above.</p>
<ul style="list-style-type: none"> <li>▪ Accompany the client and contractor to carry out review of reported defects or deficiencies prior to expiry of the one-year warranty period</li> <li>▪ Notify the contractor of items requiring correction</li> <li>▪ Adjudicate any disagreements between the client and contractor regarding responsibility</li> <li>▪ Assist the client in administering corrective action by the contractor where defects or deficiencies occur within extended warranty period</li> </ul>		<p>Generally, contractors will collect warranty reports until near the end of the warranty period, except for urgent items such as leaks, failed equipment, etc., which are addressed on an urgent basis. They will then look to correct all of the remaining items during a period near the end of the warranty period. This bundling of work also reduces site access issues.</p> <p>Damage by occupants may occur during the warranty period. In the continuing role of independent arbiter, the architect may need to decide which defects are warranty and which are caused by occupants.</p> <p>There is often no fee left for these services. However, conduct during warranty may be the client's and contractor's last exposure to the architect, so active participation is recommended.</p>