

TABLE 10: ESP PRACTICAL COMPLETION STAGE: TARIFF SCHEMES (BAND 1)

Responsibility for Action	ESP - Practical Completion Stage (Tranche Claim Procedures)
Association	<p>The Association must be able to comply with the certifications on the GA1 form.</p> <p>The current version of forms available on DSD website must be used. Older versions will not be deemed as valid claims for payment purposes.</p> <p>If the NIHE’s decision to approve a scheme has been based on a valuation figure, which is different to the subsequent actual purchase price the Association must consult with NIHE (DPG) prior to submitting any tranche claim where this is known at the date of claim.</p>
Association: Application for claiming Practical Completion Tranche (Tariff schemes only)	<p>The application must be made to the NIHE (DPG) for the Practical Completion Tranche and include:</p> <ul style="list-style-type: none"> • Form GA1; • Response to NT2/TA2 – any Conditions attached to Scheme Approval (as applicable); • Authorised itemised cost breakdown of completed works for each dwelling. For more information see Scheme Types; • Form GPS1; • 2 copies of an OS map (Scale 1:1250 or 1:2500 – outlining the land/property in red to allow the DSD to apply for a Statutory Charge in accordance with <i>Articles 13 of the Housing (Northern Ireland) Order 1992 and 161 of the Housing (Northern Ireland) Order 1981 and paragraph 37 of Schedule 11 to the Land Registration Act (Northern Ireland) 1970</i>. The inclusion of the Ordnance Survey grid reference is also useful to DSD. The Maps must also either have a Housing Association Licence number or Data Information & Systems acknowledgement on them).- [if not provided at Acquisition stage] <p>NB ESP Practical Completion tranche cannot be paid where there is outstanding documentation from the Acquisition tranche claim.</p>