



## MAGNUM CONSTRUCTION SERVICES INC.

### CLIENT SPECIFICATIONS AND STANDARDS MATRIX

**Document Code:** MCS-CL-F02 | **Revision:** 1.0 | **Effective Date:** November 1, 2025

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#### 1. PURPOSE

To provide a standardized framework for identifying, organizing, and tracking client-specific specifications, codes, and standards applicable to Magnum Construction Services Inc. projects.

This ensures full technical compliance across all disciplines — concrete, masonry, and light-gauge steel — and alignment with the corporate Quality Management System (ISO 9001, 14001, 45001).

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#### 2. SCOPE

Applies to all **projects, tenders, and contract packages** executed by Magnum Construction Services Inc.

The matrix serves as the central reference for:

- Client-specific standards and manuals
- Regulatory codes and authority requirements
- Project-specific performance criteria and approved revisions

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#### 3. REFERENCES

- MCS-QM-01 Corporate Quality Manual
- MCS-QF-05 Project Quality Plan (PQP)
- MCS-CL-P01 Contract Agreements and Amendments
- ASTM, ACI, AISC, AWS, and ASME Codes
- Local building codes and authority regulations

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#### 4. RESPONSIBILITIES

Role	Responsibility
<b>Project Manager</b>	Ensures matrix is compiled during mobilization and updated throughout the project.
<b>QA/QC Manager</b>	Cross-checks applicable codes and revisions; maintains compliance records.
<b>Design Coordinator</b>	Aligns drawings and submittals with client specifications.
<b>Document Controller</b>	Controls revision updates and file indexing within the QMS SharePoint.

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#### 5. MATRIX FORMAT AND CONTENT

Each project shall maintain a **Client Specifications and Standards Matrix (MCS-CL-F02-XLS)** containing, at minimum, the following fields:

Field	Description
Specification Reference	Code or document number (e.g., ACI 318-19, ASTM C39-23).
Title / Description	Full name of specification.
Client Standard Ref.	Corresponding client document (e.g., "XYZ Construction Spec Section 03 3000").
Revision No. / Date	Latest issue or amendment.
Discipline	Concrete / Masonry / Steel / MEP / General.
Applicable Section	Drawing or scope reference.



Field	Description
Compliance Method	Test, inspection, procedure, or submittal reference.
Responsibility	QA/QC / Design / Procurement / Site.
Remarks	Notes on deviations or clarifications.

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## 6. IMPLEMENTATION

- Populate matrix during **project kickoff** based on contract documents.
- Update following each **client-issued addendum or revision**.
- Review during **monthly quality meetings**.
- Maintain both PDF (controlled) and Excel (live) versions in project QMS.

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## 7. RECORD RETENTION

The controlled matrix shall be retained for **five (5) years after project close-out** in the **Project Quality Folder** on QMS SharePoint.

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## 8. APPROVALS

Name	Title	Signature	Date
Michael Gaya	Executive Director		
QA/QC Manager	Quality Department		
Project Manager	Operations		

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