

WORK ORDER#: R12640285

Customer

Requestor's Name: JANET FLEMING JANET FLEMING	Requestor's Phone#: 07504978873
Customer Level: University of Glasgow - FM Zone 2	Contract: University Of Glasgow UKUJOG / CA003922
Building: GILBERT SCOTT BUILDING	
Floor: LEVEL 5	
Area: 534A - ADMINISTRATIVE OFFICE	
Location w/i Area:	
Notes:	
Dispatcher Name:	
Dispatcher Phone:	

Job Instructions

Target Response on Site: 02/18/25 12:33 PM UTC	Priority: P5
Target Completion: 02/18/25 12:33 PM UTC	Billable: No
Date Completed :	
Problem Description: CHARGEABLE - Small Projects:>GILBERT SCOTT BUILDING -- RM:534A - ADMINISTRATIVE OFFICE -- ESTIMATE REQUEST: WE URGENTLY REQUIRE A BLIND TO BE FITTED TO ONE OF THE WINDOWS IN THE OFFICE AS ONE OF THE OCCUPANTS HAS A SERIOUS MEDICAL CONDITION, WHEREBY THE LIGHT ENTERING THE ROOM IS AFFECTING HER ABILITY TO WORK AND GIVING SEVERE HEADACHES. IS THERE AN APPROVED SUPPLIER THAT I NEED TO GET IN TOUCH WITH RE THIS - ANYTHING, IE A SCREEN AS A TEMPORARY MEASURE WOULD BE APPROPRIATE - AT PRESENT THE COLLEAGUE IS WORKING AT HOME DUE TO THE NATURE OF THE ISSUE. -- BUDGET CODE: 110131-01	

Work Summary

Company Name: GC GROUP LIMITED	
Technician Name:	
Start: (Date/Time)	
Work Performed:	End: (Date/Time)
PARTS USED: Qty, brand, model, serial#, cost	
Cost Center Number:	

Additional Technician Name(s):	End: (Date/Time)
Start: (Date/Time)	
Work Performed:	

Notes

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2230 x 1140

RN/SD R/F

FM 1400

E432

THE RECEPTION STAIRCASE
COVER OFFICE RECEPTION L4
UPSTAIRS CODE DOOR CHAP FOR ENTRY