



JCUH

Minor New Works Request Form

Contact details

First Name **	David
Surname**	Makepeace
Contact e-mail**	david.makepeace@nhs.net
Telephone**	52482 or 52506
Extension**	
Location/Ward	Occupational Health
Room/door number.	Physiotherapy avm door number ?SL.B.006 / ?130995

Request Details

Location/Ward**	Occupational Health. South Lodge. 1 st floor
Room/door number. **	?SL.B.006 / ?130995 Physiotherapy gym.

Brief description of minor new work required work required**

- Reconfiguration of curtain rail to improve patient privacy in Physiotherapy gym.
- Installation of storage shelving in Physiotherapy gym.

Trust Budget holder

To be completed by Trust budget holder Representative

Full Name **	Jude Cooper
Contact e-mail**	Jude.cooper@nhs.net
Telephone**	01642 2828482
Extension **	52482
Location/Ward	Occupational Health
Room/door number.	
Cost Code**	8224RC
Lump sum Cost	

****Failure to complete sections may result in the non process of request**

Endeavour Instruction to Proceed

Name:..... Signature:..... Date:.....

Please email completed form to HelpdeskSouthTees@serco.com

For Serco use only

Date received

6.5.2020

Request ID

Serco to issue on receipt of form

NWR 1859

Job Type

Mechanical

Electrical

Building

Maintenance

Health & Safety

Patient care

Departmental routine

Environmental issue

PAT test only

Fire officer approval

Change of use

Structural alterations

Is the work part of an existing capital works scheme?

Is the work part of a life cycle scheme?

Additional comments