



JCUH

## Minor New Works Request Form

### Contact details

First Name **	Danielle
Surname**	Shotton
Contact e-mail**	.Jamescook icaan@nhs.net
Telephone**	01642 854515
Extension**	54515
Location/Ward	Aau/ward 15
Room/door number.	n/a

### Request Details

Location/Ward**	Aau/ward 15
Room/door number. **	n/a

Brief description of minor new work required work required\*\*

Please could we replace the shower rail in our toilet/shower room for an Anti-ligature shower rail. Thanks

### Trust Budget holder

To be completed by Trust budget holder Representative

Full Name **	Mary Ritchie
Contact e-mail**	Mary.ritchie1@nhs.net
Telephone**	01642 852855
Extension **	52855
Location/Ward	Aau/ward 15
Room/door number.	n/a
Cost Code**	2001aa
Lump sum Cost	

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

### Endeavour Instruction to Proceed

Name: Mary Ritchie... Signature: M RITCHIE... Date:...27/8/20.....

Please email completed form to [HelpdeskSouthTees@serco.com](mailto:HelpdeskSouthTees@serco.com)

For Serco use only

### Date received

27/08/2020

### Request ID

Serco to issue on receipt of form

NWR:2503

### 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

MARSK  
BLINDS