



Fault Reporting to Surrey Fire and Rescue Service

1. Name, address and postcode of building

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2. Name and contact details of responsible person

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3. What equipment does the fault relate to?

<input type="checkbox"/>	Automatic door release mechanisms
<input type="checkbox"/>	Evacuation alert systems
<input type="checkbox"/>	Fire detection and alarm systems
<input type="checkbox"/>	Lifts for use by firefighters or Evacuation lifts
<input type="checkbox"/>	Rising mains
<input type="checkbox"/>	Smoke control systems
<input type="checkbox"/>	Suppression systems

4. What is the nature of the fault?

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5. What area(s) of the building are affected by the fault?

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6. What is the estimated timescale for rectification of the fault?

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7. Has the fault necessitated a temporary change in evacuation strategy from stay put to simultaneous?	
	Yes
	No
	The building already has a simultaneous evacuation policy
8. Have any additional measures being implemented to mitigate against the fault?	
	Yes
	No
9. If yes, provide details on additional measures.	
10. Name and contact details of person completing form	