Fault Rectification Reporting to FRS Template

1. Fault Reference Number (if provided)

2. Name, address and postcode of building

3. Name and contact details of responsible person

4. What type of equipment does this rectification report relate to?

	Automatic door release mechanisms
	Evacuation alert systems
	Fire detection and alarm systems
	Lifts for use by firefighters or Evacuation lifts
	Rising mains
	Smoke control systems
	Suppression systems

5. What date was the fault reported to the fire and rescue service?

6. What date was the fault rectified?

7. Did the fault necessitate a temporary change in evacuation strategy from stay put to simultaneous evacuation	
	Yes
	No (go to Question 9)
8. With the fault now rectified, has the stay put policy been reinstated?	
9. Name and contact details of person completing form	