



Certain areas and work activities within Television Centre are subject to a Permit. Please complete this form, ensuring the actions required have been completed.

1.0 Studio Fire Alarm Isolations Request Form	
1.1 ACTION	1.2 DETAILS
Show Name	
Studio	
Ancillary Areas Affected	
Isolation Date(s)	
Resource Manager Name	
Time Isolation Keys required from	
Time Isolation Keys will be returned	
Isolation reason	
2.0 Requester Detail	
Name	
Company or Dept.	
Job title	
Phone	
Email	
3.0 Isolation Details	
On the day of the isolation Security will place the keys in the relevant studio isolation panels and will collect them at the end of the show each night. <b>The designated Responsible Person must notify Security directly as soon as the system has been isolated and again when reenabled.</b>	
4.0 Submitting to Authorised Person	
All requests to be sent to the Facilities Department with at least 48 hours (working week) notice. For any urgent isolations please contact Security directly - 0203 327 7443	
4.0 Confirmation	
I confirm that all information submitted is correct and a true reflection of works taking place. I have received the relevant paperwork and reviewed as necessary.	
Name	<input type="text"/>
Date	<input type="text"/>
<a href="#">Click Here to Send the Completed Form</a>	

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