

INCIDENT HANDOVER AGREEMENT

Address: 6 PORTSMOUTH RD COSTHAM PORTSMOUTH PO6 2AY	Incident Number: HH031050 Date of Handover: 19/12/18 Time of Handover: 2245
Fire Service IC Name and Personal No (Please Print): [REDACTED]	

<i>Other Organisations Representatives (Please Print)</i>		
Name	Agency/Organisation	Position
[REDACTED]	VIVID	ELECTRICIAN

<i>Details of Handover/Responsibility</i>		
Detail/Action	Responsible Organisation/Agency	Signature
- ARRANGE FOR ALARM ENGINEER TO BE SET ALARM SYSTEM. - INVESTIGATE & REPAIR STAIRWELL LIGHTING. - ARRANGE FOR VISION PANEL IN ALARM PANEL BOX. - OUT OF HOURS CONTACT DUTIES TO BE PLACED IN FIRE PANEL BOX. - ARRANGE FOR ACCESS ARRANGEMENTS TO BE RE INSTALLED.		

<u>Notes</u>
