



Staff Requirement Form : Please note Estates Services can provide temporary loan of furniture requested, however department will be responsible for purchasing.

Name Department Year

Requirement			1 <input type="checkbox"/> Permanent	2 <input type="checkbox"/> Temporary	Not Sure <input type="checkbox"/>
Furniture			Height adjustable table <input type="checkbox"/>	Specialist chair <input type="checkbox"/>	other <input type="checkbox"/>
Refer to Estates Services for request for furniture form https://www.strath.ac.uk/professionalservices/estatehelpdesk/stafffurniturerequests					
Toilet provision			Changing places <input type="checkbox"/>	Closomat with lifter <input type="checkbox"/>	Closomat without lifter <input type="checkbox"/>
			Toilet with hoist <input type="checkbox"/>	Doc m lhs <input type="checkbox"/>	Doc m rhs <input type="checkbox"/>
Access			Passenger Lift <input type="checkbox"/>	Ramp <input type="checkbox"/>	No Preference <input type="checkbox"/>
Egress in emergency			Evac lift <input type="checkbox"/>	Evac chair <input type="checkbox"/>	Stair climber <input type="checkbox"/>
			Stairs <input type="checkbox"/>	No Preference <input type="checkbox"/>	
Access to specific rooms	Breast feeding/baby change <input type="checkbox"/>	Menopause room <input type="checkbox"/>	Wellbeing /neurodiversity room <input type="checkbox"/>	First aid room <input type="checkbox"/>	Reflection room/ablution <input type="checkbox"/>
Induction loops			Yes <input type="checkbox"/>	No <input type="checkbox"/>	No preference <input type="checkbox"/>
Specific adjustments required or comments on condition which requires physical support/equipment					
Comments (include locations/dates/times information and the e-sr number if known)					

Signature Dated

Email completed forms (to include furniture request form) to Estates Helpdesk together with e-sr to secure request: estates.helpdesk@strath.ac.uk & cc. to department coordinator as department



University of
Strathclyde
Glasgow



PROFESSIONAL SERVICES

ESTATES SERVICES

will be responsible for budget associated with all equipment/adaptations and for raising an e-sr to action.