

Asset Information Requirements

Declaration of Compliance

The Asset Information Requirements define the information required at project handover stage to enable the University to safely and effectively operate new or refurbished facilities from the date of occupation.

I hereby confirm that this guide has been brought to the attention of, read and understood by all staff, including sub-contractors, working on behalf of our company on University projects and will be adhered to.

Name of Contractor: ……………………………………………………………..

Address: ……………………………………………………………..

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Tel No: ……………………………………………………………..

Signed on behalf of the Contractor: ……………………………………………………………..

Position: ……………………………………………………………..

Print Name: ……………………………………………………………..

Dated: ……………………………………………………………..

This form is to be completed and forwarded to the University of Reading’s Project Manager before any work is carried out.