

ESTATES & FACILITIES

Document Title

**Briefing Notes for M&E
Equipment Responsibility Matrix
and Asset Labelling**

Document Number

ES/ 022 / B

Revision Index				
<i>Date</i>	<i>Revision</i>	<i>Issued by</i>	<i>Purpose</i>	<i>Distribution</i>
11/08/2015	A		New document	
14/02/2024	B		Updated contact details	

Asset Labelling and Asset Template

The University guidelines for asset specification and asset template are currently under review.

For enquiries regarding the asset information required during projects and works and the latest upload spreadsheet or asset data sheet, please contact the Estates & Facilities Quality & Compliance Team using the contact details provided below:

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