

CERTIFICATE — ESTATES FILE

KD-HTM-HB-008 Rev A0

1 IDENTIFICATION

2 ESTATES RECORDS CLOSED — ENTER THE REFERENCE AND THE STATUS OF EACH: "N/A" IS AN ANSWER

3 THE AREA — TICK WHEN DONE

- HANDED TO

WARD AND DEPARTMENT HANDBACK CERTIFICATE

continued

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DEFECT / OUTSTANDING ITEM	OWNER	BY (DATE)	AGREED — DEPT INITIALS

5 HANDBACK

The records in section 2 are closed or the open items are listed in section 4; the area is clean, its systems are restored and tested, and it is fit to receive patients.

Estates — the systems are restored and the records are closed:

ESTATES PROJECT MANAGER / AUTHORISED PERSON	SIGNATURE	DATE	TIME

Infection prevention and control — the area has been cleaned and inspected and is released:

INFECTION PREVENTION AND CONTROL	SIGNATURE	DATE	TIME

Fire safety — compartmentation, detection and escape routes are restored:

FIRE SAFETY ADVISER	SIGNATURE	DATE	TIME

Department — I accept the area back into clinical use, with the outstanding items in section 4:

MATRON / DEPARTMENT MANAGER	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.