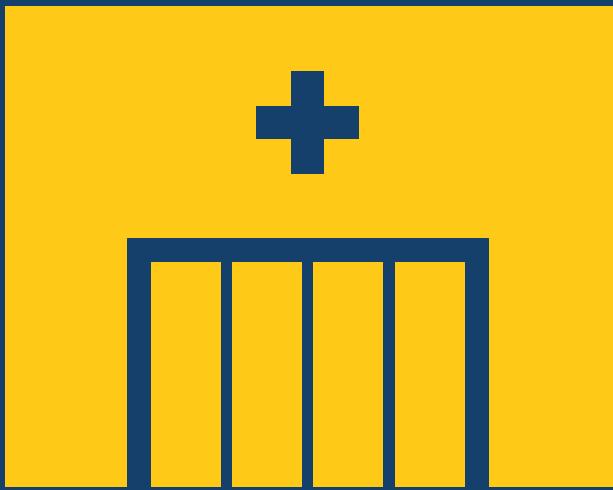


If you see something, say something

- Changes to wall, floor or ceiling shape
- Water where it shouldn't be
- Unusual noises
- Dust or debris
- Cracks

Report it via the Estates Helpdesk customer portal via the StaffRoom intranet (working hours) or switchboard for the on-call engineer (out of hours).



**Shape of a
wall, floor
or ceiling
changed?**

**Spotted water
where it
shouldn't be?**

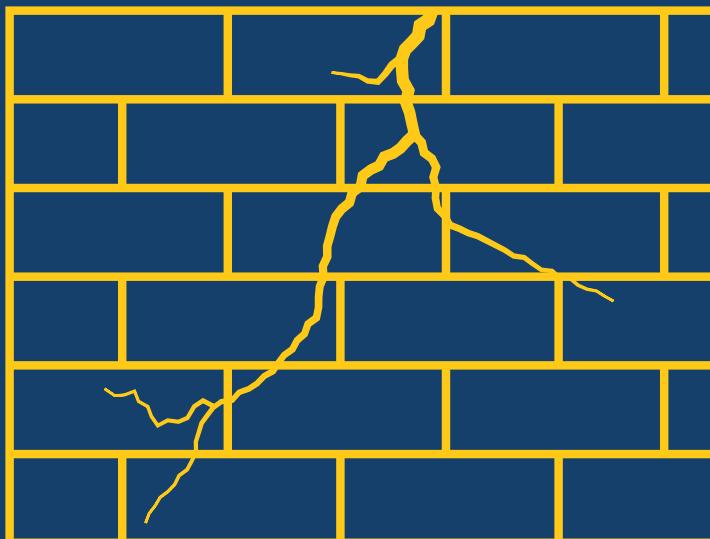


**If you see something,
say something**

**Report it via the Estates Helpdesk customer portal via
the StaffRoom intranet (working hours) or
switchboard for the on-call engineer (out of hours).**

**Noticed
trickles
or lines
of dust?**

**Spotted a
wall, floor
or ceiling
crack?**



**If you see something,
say something**

**Report it via the Estates Helpdesk customer portal via
the StaffRoom intranet (working hours) or
switchboard for the on-call engineer (out of hours).**