



Trust Headquarters  
Nexus House  
4 Gatwick Road  
Crawley  
West Sussex  
RH10 9BG

Date

Email:

Dear,

Tel: 0300 123 0999  
[www.secamb.nhs.uk](http://www.secamb.nhs.uk)

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI 240209.

You requested the following information, please see our response below:

**I am writing to make a Freedom of Information (FOI) request to obtain information regarding the Management of Permits to work (PTW) on your sites. Could you kindly provide details on the following:**

**a. Which types of work require a Permit To Work to be completed on your sites?**

Certain works require PTW. The more complicated and high risk works require PTW, for example if our approved FO+M provider Rydons who attend all our sites every week, need to fix a door handle or fix a leaking tap we would not expect a PTW. However if a specialist subcontract need to attend to remove asbestos then RAMS and PTW would be required

**b. Does your organisation utilise a software platform to issue, record, and provide evidence of completed works that require a permit?**

N/A

**c. If a software platform is used, please specify the name or type of software utilised to complete and evidence work permits.**

N/A

**d. Who within your organisation is responsible for the issuance, sign-off, and provision of evidence for Permits To Work?**

Estates team

I hope you find this information of some assistance.

If for any reason you are dissatisfied with our response, kindly in the first instance contact Caroline Smart, Head of Information Governance via the following email address:

[FOI@secamb.nhs.uk](mailto:FOI@secamb.nhs.uk)

Yours sincerely

**Freedom of Information Coordinator  
South East Coast Ambulance Service NHS Foundation Trust**