

PC Coach Site Survey

Please read carefully, complete and fax back to 0207 785 6822

The purpose of this form is to gather information required to deploy a PC Coach (a mobile IT Training room) onto your site. Ideally the location chosen to park the PC Coach will be close to toilet and refreshment facilities as well as providing convenient access during inclement weather. Other requirements such as parking space, power and security information are contained in this form. If you have any questions at all, please feel free to contact the PC Coaching Operations Team on 0845 665 0733. Please note: If there are any doubts about the suitability of a site, an inspection by a member of our operations team will be arranged. This form should be returned no later than 21 days before planned deployment.

Client Name _____

Site Name _____

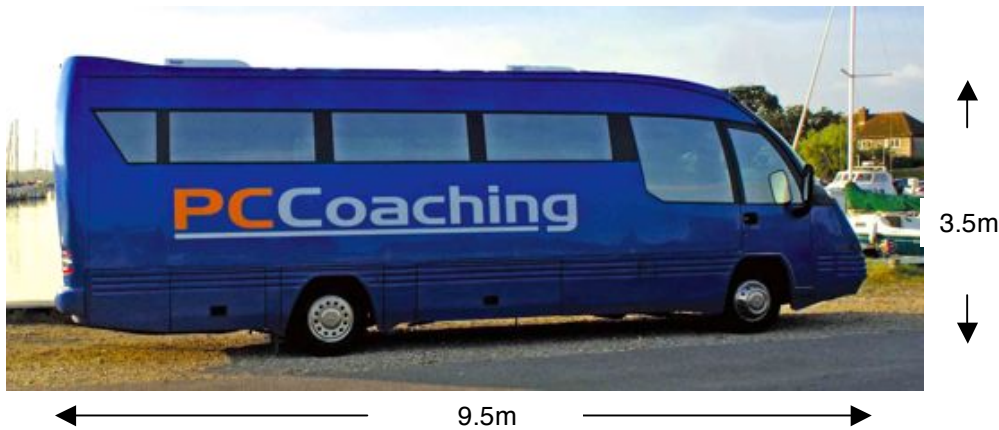
Site Address _____

_____ Post Code _____

Site Contact _____

Contact numbers: Office: _____ Mobile _____

Coach Dimensions – 9.5m (L) x 2.5m (W) x 3.5m (H) (approximately 4 parking spaces). The power point should be within 15m of the Coach. * Please park on level ground *



Site Access – the PC Coach weighs approximately 7 tonnes

Are there any height or weight restrictions onsite that we need to be aware of? **Yes/No**

If so please specify: _____

Power Requirement – Each Coach requires either a normal domestic 13amp socket or a 16amp 'caravan' style socket. Each coach carries 15m of power cable with toughened covers available so that it can be laid across paths or be run over by occasional traffic.

If power is unavailable an onboard generator can be used and is subject to an additional charge to cover fuel. It is advisable not to park the coach within 5m of an office when the generator is running.

Security - PC Coaching are aware that every site has a degree of security risk. Please help us to evaluate the security risk at this site.

Has there been break-ins or vandalism on this site in the last 6 months? **Yes/No**

If yes, please briefly describe.

Is there 24 security staff on the site? **Yes/No**

Will the Coach be in line of site of security guards or CCTV? **Yes/No**

Is the site locked after hours? **Yes/No**

Any additional comments or remarks about security?

Are security staff aware of the Coaches arrival? **Yes/No**

Is there a contact number for site security? _____

If the site is evaluated as a high-risk site, additional security arrangements may be necessary. Each Coach is alarmed and fitted with a variety of security devices.

Networking

Will the Coach be required to connect to the site's network? **Yes/No**

Who is the IT person responsible for the setup _____

Contact Number? _____

Please note: Providing the cabling from the external network point on the PC Coach to the client's LAN is the responsibility of the client.

Health and Safety

Who is the onsite representative for health and safety?

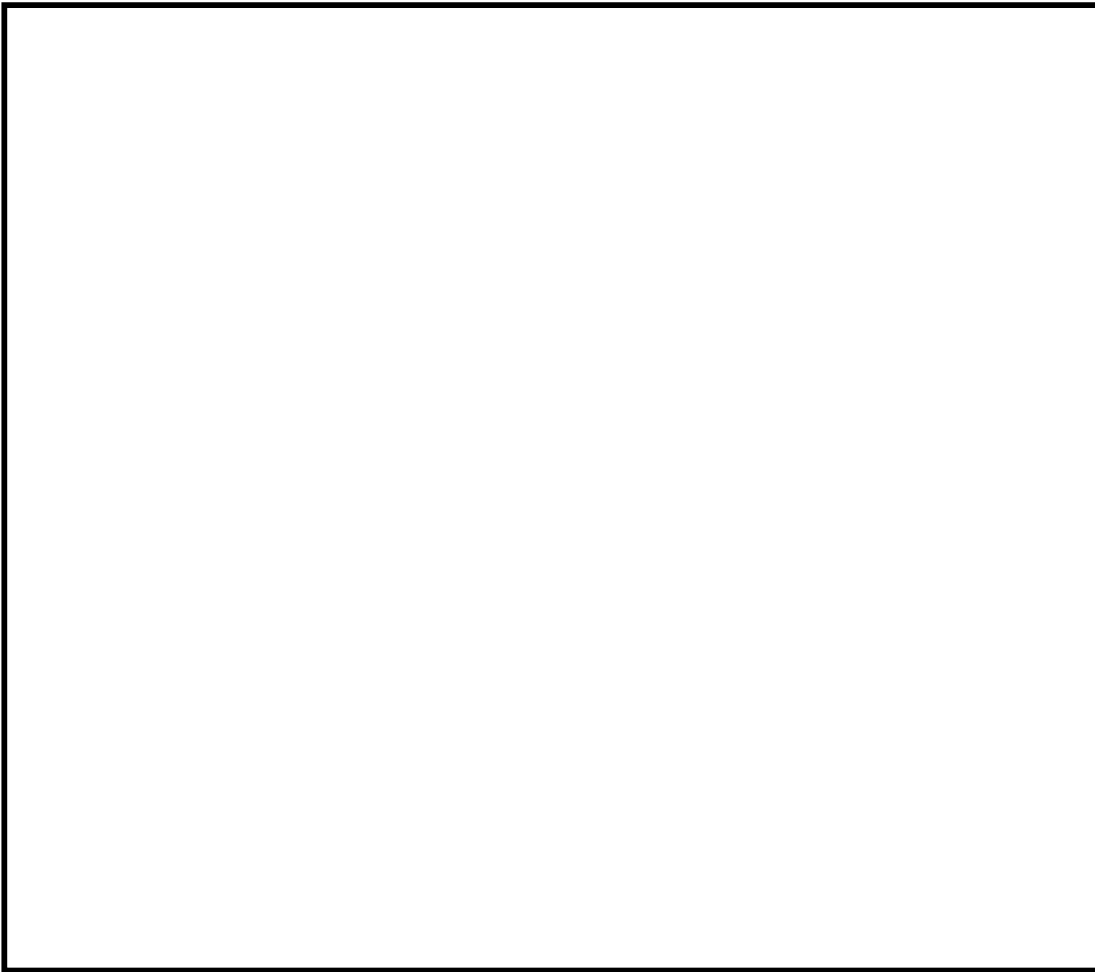
Have they been made aware of the Coach deployment? **Yes/No**

Contact number? _____

Where is the nearest fire assembly point to the location of the Coach? _____

Are there any special health and safety procedures/restrictions in place on the site?

Recommended Coach Location. Please sketch the proposed location of the Coach including power, network and site access points.



Please sign here to confirm all the necessary site associates have been consulted and have approved the Coach deployment location (e.g facilities manager, health and safety manager, security)

Contact Name _____

Signature _____

Date _____

Please Fax back all 3 pages to PC Coaching Operations on 0207 785 6822.

Thank you for taking the time to provide this information. If you have any questions please call PC Coaching on 0845 665 0733 and ask for the Operations team who will be happy to help.