

Record of opening the premises with the emergency key

Date: time: name of receptionist

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The compartment that was opened with the emergency key (envelope number):

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Reason for opening the area (suspicious person, natural event, accident, malfunction, ...):

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Person in charge of the premises notified:

Name:

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Minutes confirmed by the person in charge of the premises (date, time, notes):

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The key is placed back in the envelope and sealed by the person responsible for FI^{*)} :

Today:	Name of responsible person:	Signature of the responsible person:
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^{*)} Secretary/Head of Buildings Management