

ID BADGE/FLEXI BADGE AUTHORISATION FORM

Name	Designation
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Service

Location		
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Employee Number

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Badge PLEASE TICK AS APPROPRIATE

New Card <small>For employees who have never had an ID badge</small>	Replacement Card <small>Reason for Replacement (ie broken, lost, amendment)</small>	Authorisation Wording to be added
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Photograph

PLEASE TICK AS APPROPRIATE

Photograph attached <small>Send photo in .jpeg format</small>	New photograph required
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Etarmis Badge Number

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5 DIGIT NUMBER ON ETARMIS - THIS MUST BE SUPPLIED IF BADGE IS TO BE USED ON FLEXI MACHINES

(Your Line Manager can view your badge number on Etarmis)



Authorised by	Signature
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Designation

Contact No	Date
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