**Department of Physics**

**ATA Coversheet (to accompany all ATAs)**

*To streamline the ATA approval process, this form must be completed and emailed to the Department Manager (*[*gabrielle.weir@strath.ac.uk*](mailto:gabrielle.weir@strath.ac.uk)*) and the Departmental Administrator (*[*kirsten.munro@strath.ac.uk*](mailto:kirsten.munro@strath.ac.uk)*) whenever an ATA is submitted.*

1. ATA Number: …………….
2. Brief explanation of appointment (including rationale):
3. For staff employed on fixed term contracts (primarily researchers), will this appointment take the employee over four years of continuous service?
4. Does accommodation for this post already exist? Yes/No
5. Does the post involve regulated work with children or protected adults? Yes/No
6. Does the post involve the transport, consignment or management of stores areas relating to dangerous goods, particularly those classed as high consequence? Yes/No