

	A	B	C	D	E	F	G	H	I	J	K
1	Fire Risk Assessment by Block / Assessment										
2											
3	Total: 45										
4											
5	CDescription	Process Start Date	Prop ref	Block	Process No	Proc Status	Iitem no	Priority	Category	Risk	
6	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20	08 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269272	Completed	0	High	Miscellaneous	No Item Number High When the construction/refurbishment work is completed on this building all information as required by the Building Regulations, must be hand over to the TMO by the contractors before they hand back the building the TMO.	
7	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ	08 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269274	Completed	0	Information Only	Miscellaneous	The layout floor level drawings of the building now do not reflect the building layout after the recent construction work has been undertaken.	
8	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ	08 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269277	Active	1a	High	Wiring Inspection	The electrical fixed wiring in this building is presently within test date but this building has had major electrical work undertaken on some fixed wiring during the present refurbishment.	

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5		Action	Team	Who	Action Due Date	Action taken	Comp date	Full or partial	Reporting User	Feedback Start Date
6		<p>Documentation must include:</p> <ol style="list-style-type: none"> 1. A Buildings Regulations completion Certificate as issued by the RBKC Building Control department. Claire W confirms received - accessed in Grenfell Audit Folder 2. All the Regulation 38 information as required by the Building Regulations. 3. New Electrical certificates for any electrical wiring work undertaken, this is for the new dwellings and any common parts wiring - CW confirms certs on T-drive under A&R / Grenfell 4. New commissioning certificates for any fixed fire systems that have been worked on by them or contractors working on their behalf, Dry Riser, smoke ventilation, fire alarm system etc - CW confirms certs on T-drive under A&R / Grenfell <p>This is so that if this building is audited by the Fire Authority under the Fire Safety Order documentation can be provided. JW</p>	Health and Safety	Janice Wray	05 September 2016	Claire Williams confirms that Building Regns Completion Certificate received & stored on T:drive A&R / Grenfell	31 August 2016	Fully Completed	Janice Wray	08 August 2016
7	his	<p>I would recommend that the buildings floor level drawings are updated.</p> <p>CW to provide for forwarding to Fire Risk assessor JW</p>	Health and Safety	Janice Wray	06 February 2017	Drawings provided to Fire Risk Assessor by Claire Williams	31 August 2016	Fully Completed		
8	ne,	<p>I would recommend that a full fixed electrical periodic wiring test of the landlords areas of this building is undertaken when the present work by Rydons is completed.</p> <p>Any defects found should be rectified</p>	A & R Contract Management	Alex Bosman	05 September 2016					

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1								
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4								
5	Feedback Due Date	Closure Start Date	Closure Due Date	Date Difference	In Target	Return Stage Startdate	Return Stage Duedate	Return User
	29 August 2016	08 August 2016	01 September 2016	-21	In target			
6								
		08 August 2016	01 September 2016					
7								
8								

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9	GRENELL TOWER, GRENELL ROAD, LONDON W11 1TQ 2016.06.20		08 August 2016	S217008800001	GRENELL TOWER GRENELL ROAD	269278	Active	1b	High	Inspection Regime	At the time of this assessment the lighting was not working in some roof level areas of this building. A check should be undertaken on all of the lighting circuits and light units at the roof level and any defect wiring or bulbs etc repaired or replaced so that the lighting is in full working order.
10	GRENELL TOWER, GRENELL ROAD, LONDON W11 1TQ 2016.06.20		08 August 2016	S217008800001	GRENELL TOWER GRENELL ROAD	269280	Active	2	High	Inspection Regime	Behind the wire mesh gate off the staircase on the upper floor level to the roof there are used cigarette ends on the floor.
11	GRENELL TOWER, GRENELL ROAD, LONDON W11 1TQ 2016.06.20		08 August 2016	S217008800001	GRENELL TOWER GRENELL ROAD	269281	Completed	3	Information Only	Miscellaneous	There is no fireman override switch fitted to the ground floor entrance hall to lift lobby area door. There is one fitted to the buildings entrance/exit door.
12	GRENELL TOWER, GRENELL ROAD, LONDON W11 1TQ 2016.06.20		08 August 2016	S217008800001	GRENELL TOWER GRENELL ROAD	269282	Completed	4	High	Boiler	The contractor's are presently working on the boilers in the basement area, there are no flue gas print outs should be attached to the gas boilers. Gas safety certificates have been forwarded to the TMO for the installation work undertaken.

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9	of k e at	Nicky Could Paul Steadman check if the lighting in this area is now all operational and if not put it thro to repairs (as I'm not clear of the detail of what works or if it has now been repairs) Janice	Neighbourhood Management	Nicola Bartholomew	05 September 2016				Cyril Morris	08 August 2016
10	ds	These used cigarette ends should be cleared up and persons remaindered that smoking is not allowed within this building. Nicky Could Paul please increase his inspections in this area and instigate whatever cleaning is required to ensure that this issue is kept under control Janice	Neighbourhood Management	Nicola Bartholomew	05 September 2016				Cyril Morris	08 August 2016
11		No actions are required. The fireman's override switch fitted to the buildings ground floor entrance/exit door releases all the ground floor door locks for a 90 second time period. This has been agreed with the Building Control Officer. So the emergency services can access all the ground floor level areas.	Health and Safety	Janice Wray	06 February 2017	CONFIRMED	31 August 2016	Fully Completed		
12	as e	I would recommend that once all work connected with the gas boilers is completed that a final full gas safety check is undertaken and any defects found are rectified. Flue gas print outs should be attached to each gas boiler. Claire - we agreed that you would check with Rydons whether the new technology has superceded this requirement	A & R Project Management	Claire Williams	05 September 2016	Documents attached. In O&M manual - not in basement.	16 August 2016	Fully Completed	Claire Williams	08 August 2016

	V	W	X	Y	Z	AA	AB	AC
9	29 August 2016			50 50 days overdue				
10	29 August 2016			50 50 days overdue				
11		08 August 2016	01 September 2016					
12	29 August 2016	08 August 2016	01 September 2016	-21 In target		08 August 2016	07 September 2016	Janice Wray

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13	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TO	08 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269283	Active		5	High	Miscellaneous	At the roof level the last entry in the service book for the plant and extraction equipment located here was on the 5th April 2016, before this there were more frequent servicing and maintenance visits.
14	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20	08 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269284	Completed		9b & 12a	High	Miscellaneous	There is a secondary exit route from the basement boiler room area. The metal hatch and the frame is badly rusted.
15	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20	08 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269290	Completed		9b	High	Miscellaneous	There is a lot of contractors waste in the basement boiler room.
16	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20	08 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269294	Completed		12b	High	Miscellaneous	The timber doors of the new cupboards erected on each of the flat/lift lobby areas are not marked 30 minute fire rated doors.

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13	e	Can the frequency of inspection / testing visits by the ppm contractors please be confirmed. (Paperwork indicates annual but believed to be monthly for this type of plant elsewhere)	A & R Contract Management	Alex Bosman	05 September 2016					
14	n s	The secondary exit from the basement boiler room area should be maintained available at all times. The location of this secondary exit from the basement boiler room area should be emphasised to contractors who are working in this area. This secondary exit should not be blocked or obstructed at any time, this is internally in the boiler room and externally where the exit leaves the building. Also see item 12a below. John Griffin believed to have raised order for metalwork contractors to replace failed hinges - email on 20th July for update - JW	Health and Safety	Janice Wray	05 September 2016	Hatch is being overhauled & hinges replaced etc. John Griffin progressing work.	31 August 2016	Fully Completed	Janice Wray	08 August 2016
15	n	All contractors waste and rubbish in the basement boiler room and rooms off of it should be removed before this area is handed back to the TMO. Claire advises that Rydons have now removed all of the rubbish left by their contractors & what is left is historic - can your contractors remove this? JW	A & R Contract Management	Alex Bosman	05 September 2016	All have been removed.	08 September 2016	Fully Completed	Gillian Kennedy	08 August 2016
16	as	The contractors should be asked why the new doors in this building are not marked as fire rated doors? Documentation has been obtained stating that all of the new timber doors in this building are certified 30 minute or 60 minute fire rated doors.	Health and Safety	Janice Wray	05 September 2016	Claire W confirms that documentation has been obtained to confirm doors are complaint - this is available at the Grenfell audit location on the T drive	31 August 2016	Fully Completed	Janice Wray	08 August 2016

	V	W	X	Y	Z	AA	AB	AC
13	29 August 2016	08 August 2016	01 September 2016	-21 In target				
14	29 August 2016	08 August 2016	09 September 2016	-21 In target				
15	29 August 2016	08 August 2016	01 September 2016	-21 In target				
16								

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17	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269356	Completed	12c	High	Miscellaneous	Some of the new doors in this building are not fitted with cold smoke seals as required by the Building Regulations. The Building Control Officer has stated that smoke seals should not be fitted to these doors.
18	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269357	Completed	12d	High	Miscellaneous	It was noted that some of the intumescent strips on the newly installed fire doors have been painted over.
19	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269363	Completed	12e	High	Miscellaneous	There is a metal louvered door separating the ground floor lift lobby area from the shaft and electrical intake room.
20	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269364	Active	12f	High	Responsive Item	The door and frame at the base of the basement staircase is badly damaged as are other fire doors in this basement area.
21	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269366	Active	12g	High	Flat Door	The flat entrance door of flat 24 is damaged with the letter box missing

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17	ke	If this is the case the Building Control Officer should be asked to put this in writing because if this building is audited by the LFB under the Fire Safety Order then this document will be needed as evidence.	Health and Safety	Janice Wray	06 September 2016	E-mail from Building Control provided to Assessor (& in H&S Fire directory)	31 August 2016	Fully Completed	Janice Wray	09 August 2016
18	ed	All new fire doors should be checked to see that intumescent strips have not been painted over, if they have then new intumescent strips should be fitted.	Health and Safety	Janice Wray	06 September 2016	C Stokes asked to provide location details and ESA asked to monitor for any damage to these and report asap	31 August 2016	Fully Completed	Janice Wray	09 August 2016
19	y	This metal louvered door is not fire rated what is there not a fire rated door separating the ground floor lift lobby area from the shaft and electrical intake room?	Health and Safety	Janice Wray	06 September 2016	Claire Williams confirms that an FD30 door has now been installed behind this louvred door	31 August 2016	Fully Completed	Janice Wray	09 August 2016
20		New certified 30 minute self closing or if cupboard etc fitted with locks, fire rated doors and door sets should be fitted to replace all the damaged fire doors at the basement level. Any new doors fitted must be FD30 fitted with intumescent strips and cold smoke seals. Damaged doors could be repaired if this is possible.	Health and Safety	Janice Wray	06 September 2016	Order requested - 26th Aug 2016	31 August 2016	Partially Completed	Janice Wray	09 August 2016
21	g.	This door should be repaired and a new fire rated letter box fitted, alternatively a new self closing certified 30 minute fire rated door fitted with intumescent strips and cold smoke seals could be installed. RESPONSE REPAIR REQUESTED	Health and Safety	Janice Wray	06 September 2016				Cyril Morris	09 August 2016

	V	W	X	Y	Z	AA	AB	AC
	30 August 2016	09 August 2016	01 September 2016	-21	In target			
17								
	30 August 2016	09 August 2016	01 September 2016	-21	In target			
18								
	30 August 2016	09 August 2016	01 September 2016	-21	In target			
19								
	30 August 2016			49	49 days overdue			
20								
	30 August 2016			49	49 days overdue			
21								

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22	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269367	Active	12h	High	Flat Door	12h High The flat entrance door of flat 112 is being replaced, this new door is not marked as a fire rated door and it does not have a self closing device fitted to it. Cold smoke seals are fitted.
23	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269368	Active	12i	High	Responsive Item	Some of the staircase doors are not being closed fully by the self closing devices fitted to the doors. These doors should be picked up during the caretakers inspections of the doors
24	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269374	Active	12j	High	Responsive Item	The staircase door at the 16th floor level is damaged.
25	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269375	Completed	15a	High	Emergency Lighting	There is no emergency light unit in the disabled toilet of the new community area.
26	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269381	Active	15b	High	Miscellaneous	The contractors are still working in areas of this building.
27	GRENFELL TOWER, GRENFELL ROAD, LONDON W11		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269383	Active	16	High	Signage	There are TMO standard fire action notices are displayed next to each of the fire alarm break glass call point in the basement boiler room and in the roof level areas of this building

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		The occupier of flat 112 should be asked to confirm that the new flat entrance doors is a certified FD30 door, a self closing device should be fitted to this door.	A & R Project Management	Claire Williams	06 September 2016	leaseholder emailed by CW but no response. Chased today 16/8.	16 August 2016		Cyril Morris	09 August 2016
22	ke	Mr Assad - Claire to contact Claire W.								
	t	Any staircase doors which are not being closed fully by the self closing devices should have the self closer adjusted or a new one fitted so that the doors close fully onto their stops.	Neighbourhood Management	Nicola Bartholomew	06 September 2016				Cyril Morris	09 August 2016
23	g	Could Paul Steadman please monitor and raise response repairs as necessary								
	he	This door should be repaired or alternatively a new self closing certified 30 minute fire rated door fitted with intumescent strips and cold smoke seals could be installed.	Neighbourhood Management	Nicola Bartholomew	06 September 2016				Cyril Morris	09 August 2016
24	t	Could Paul please confirm if this has now been repaired & if not could he raise / chase the repair								
		An emergency light unit should be fitted in the disabled toilet of the new community area.	A & R Project Management	Claire Williams	06 September 2016	Emergency light fitted at the end of July. Elec cert in O&M manual.	16 August 2016	Fully Completed	Claire Williams	09 August 2016
25		Rydons were undertaking this work, is it now completed?								
		Once all the work is completed an installation/commissioning certificate to BS 5266 Part 1 should be provided for all the newly installed emergency lighting units in this building.	A & R Project Management	Claire Williams	06 September 2016	Elec certs in O&M manual. CW to try and upload onto W2 in next week	16 August 2016	Partially Completed	Cyril Morris	09 August 2016
26		This includes marked up drawings showing all of the emergency lighting units and the wiring layouts as well. - CW to provide								
	of	All other fire action notices which give different information should all be removed.	Neighbourhood Management	Nicola Bartholomew	06 September 2016				Cyril Morris	09 August 2016
27	s	Could Paul / Seamus please sort this?								

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22	30 August 2016				49 49 days overdue			
23	30 August 2016				49 49 days overdue			
24	30 August 2016				49 49 days overdue			
25	30 August 2016	09 August 2016	17 August 2016	-21 In target				
26	30 August 2016				49 49 days overdue			
27	30 August 2016				49 49 days overdue			

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28	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269387	Active	17a	High	Miscellaneous	There are 2 areas of this building covered by BS 5839 Part 1 manual and automatic fire detection system the roof level area and the baseme boiler room.
29	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269388	Completed	17b	High	Miscellaneous	There appears to be no fire detecto in the ground floor level area off th lift lobby area in front of the electri intake room, there is a smoke vent the ceiling of this area.
30	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269389	Active	17c	High	Miscellaneous	There are fire detection devices installed in this building to activate the newly installed smoke extractio system.
31	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269391	Active	17d	High	Miscellaneous	It appears that the mains gas supp to this building is interfaced with th automatic opening ventilation syste and shuts off if the AOV system operates, the lifts could also be interfaced. LIFTS NOT INTERFACED - CWiliam

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28	Where is the fire alarm panel (s) for these fire detection systems? Are these 2 fire alarm systems in full working order?	Health and Safety	Janice Wray	06 September 2016	Rydoms did not work in the roof area. Need to investigate requirement further with assessor	31 August 2016	Partially Completed	Janice Wray	09 August 2016	
29	How is this smoke vent activated? CW to check with Rydoms	A & R Project Management	Claire Williams	06 September 2016	Whole of lift lobby is treated as one area for fire purposes. See strategy drawing attached.	16 August 2016	Fully Completed	Claire Williams	09 August 2016	
30	Can the installation and commissioning certificate be provided for the installed fire detection devices? With CW It should be confirmed by a qualified fire alarm engineer that the installed fire detection devices are suitably sited and installed. CW confirms that EXOVA fire strategy agreed with Building Control	Health and Safety	Janice Wray	06 September 2016				Cyril Morris	09 August 2016	
31	I would strongly recommend that the gas supply system in this building is NOT interfaced with the AOV system. Can it be confirmed if any other system are interfaced with the AOV system? If so which systems? I would also say that no systems should be interfaced with the AOV systems. Claire - can you confirm that the gas supply is not interfaced with AOVs?	A & R Project Management	Claire Williams	06 September 2016	Specification to separate main smoke system from basement with gas boilers is in production, with works due to take place this financial year.	16 August 2016	Partially Completed	Cyril Morris	09 August 2016	

	V	W	X	Y	Z	AA	AB	AC
	30 August 2016			49	49 days overdue			
28								
	30 August 2016	09 August 2016	17 August 2016	-21	In target			
29								
	30 August 2016			49	49 days overdue			
30								
	30 August 2016			49	49 days overdue			
31								

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32	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269393	Completed	17e	High	Fire Alarm	In some of the new dwellings the domestic fire detection systems are not fitted as per the requirements of BS5839 Part 6 2013. The installed devices are to LD3 standard in some flats, to LD 1 in others, some have smoke detectors in the hallway a couple of meters apart others only one detector. Some dwellings have heat detectors installed in the kitchen areas other do not.
33	GRENFELL TOWER, GRENFELL ROAD, LONDON W11		09 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269394	Active	17f	High	Miscellaneous	At the roof level there is a coil of fire alarm cable not connected at one end to anything.
34	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269423	Completed	17g	High	Fire Alarm	BS 5839 Part 1 2013 fire alarm systems are being provided in the boxing club and children's nursery areas of this building. These are stand alone systems.
35	GRENFELL TOWER, GRENFELL ROAD, LONDON W11		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269424	Active	17h	High	Smoke Alarms	There are 2 smoke detectors fitted the 7th floor level ceiling, the 2nd detector is a different style of smoke detector to the newly installed one. This device is on the ceiling near to

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32	Within the new dwellings all domestic detection must be installed as per the requirements of BS 5839 Part 6 2013, this is a Building Regulations requirement. This is normally to LD2 standard, the same standard as the TMO have retrospectively fitted in all the original tenanted dwellings of this building. Why has a lesser standard of domestic fire detection been fitted in some of the newly constructed dwellings? Claire to check with EXOVA and Rydons	A & R Project Management	Claire Williams	06 September 2016	Rydon responded that the new flats have a lesser specification because of their size and their lower location in the building. We have the building regulations certification on the building - in the O&M manual.	16 August 2016	Fully Completed	Claire Williams	09 August 2016	
33	What is this coil of fire alarm cable for? Could Paul arrange for his to be removed please?	Neighbourhood Management	Nicola Bartholomew	06 September 2016				Cyril Morris	09 August 2016	
34	Will the TMO be required to monitor these systems? Who will be responsible for testing and servicing these systems? Will these fire systems be connected to or interfaced with any system in the TMO residential parts of this building?	Health and Safety	Janice Wray	07 September 2016	No FA in Boxing Club - AOV only Nursery responsible for testign fire alarm in their area and ensuring any hirers are aware of procedure Grenfell FA linked to CAS / Tunstall Telecom	31 August 2016	Fully Completed	Janice Wray	10 August 2016	
35	What is the reason for the 2nd smoke detector fitted on the 7th floor level ceiling near to flat 46's entrance door? Could Paul investigate this please?	Neighbourhood Management	Nicola Bartholomew	07 September 2016				Cyril Morris	10 August 2016	

	V	W	X	Y	Z	AA	AB	AC
	30 August 2016	09 August 2016	17 August 2016	-21 In target				
32								
33	30 August 2016			49	49 days overdue			
34	31 August 2016	10 August 2016	01 September 2016	-21 In target				
35	31 August 2016			48	48 days overdue			

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36	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269425	Completed	19a	High	Miscellaneous	There are no operating instructions as installed diagrams located next to the Automatic Opening Vents (AOV) control panel, how is this control panel accessed?
37	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269427	Completed	19b	High	Miscellaneous	It is not known if training on the operating of the AOV system has been given to all TMO staff who requires it.
38	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269432	Completed	19c	High	Miscellaneous	The keys to operate the manually operated individual AOV override devices should be on site, they will be in the AOV control box, but there are no keys there at present and the system is in use.
39	GRENFELL TOWER, GRENFELL ROAD		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269439	Active	19d	High	Miscellaneous	There is an AOV in the area outside of the ground floor electrical room, how is this AOV activated as there is no smoke detector in this area?

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36	or o)	Provide operating instructions and as installed diagrams located next to the AOV control panel along with access information. Written instruction provided & diagram within Hub Room (keysafe in bin room)	Health and Safety	Janice Wray	07 September 2016	Written instructions provided - diagram within Hub Room on site. (Hub room accessed via key stored in keysafe installed in bin room - accessed via FB14 key)	31 August 2016	Fully Completed	Janice Wray	10 August 2016
37		Provide training on the operating of the AOV system to all relevant TMO employees.	Health and Safety	Janice Wray	07 September 2016	2 sessions in familiarisation completed by Rydons. LFB also attended for familiarisation	31 August 2016	Fully Completed	Janice Wray	10 August 2016
38	be re	The keys to manually operate the individual AOV over ride devices should be freely available for use by the fire service if needed. Keysafe location & arrangements	Health and Safety	Janice Wray	07 September 2016	Keys stored in Keysafe located in bin room - accessed via FB key	31 August 2016	Fully Completed	Janice Wray	10 August 2016
39	e is	Please provide details on how this AOV will activate? Cross reference with 17b	Health and Safety	Janice Wray	07 September 2016				Janice Wray	10 August 2016

	V	W	X	Y	Z	AA	AB	AC
36	31 August 2016	10 August 2016	01 September 2016	-21 In target				
37	31 August 2016	10 August 2016	01 September 2016	-21 In target				
38	31 August 2016	10 August 2016	01 September 2016	-21 In target				
39	31 August 2016			48 48 days overdue				

	A	B	C	D	E	F	G	H	I	J	K
40	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269441	Completed	19e	High	Miscellaneous	The AOV system and the installed fire alarm systems in this building is remotely monitored.
41	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269444	Active	19f	High	Miscellaneous	It is not known if the fire service controls for the lifts been moved back down to the street level?

	L	M	N	O	P	Q	R	S	T	U
40	fire	What is the procedure and policy if the installed fire alarm or AOV systems in this building activate?	A & R Project Management	Claire Williams	07 September 2016	<p>The alarms go to CAS, who:</p> <ul style="list-style-type: none"> - tell estates services whether in working hours or OOH - call the fire brigade <p>1 Indicators at gf panel show the fire brigade where alarm has been activated. Discussion with fire brigade over how they evidence they have been on site and resolved issue and reset system knowing all is safe.</p> <p>2 Local estates services teams have been shown how to reset alarms once fire brigade have visited.</p> <p>3 Residents been notified of stay put policy unless at risk.</p>	16 August 2016	Fully Completed	Claire Williams	10 August 2016
41	back	Can it be confirmed that the fire service controls for the lifts been moved back down to the street level? If not then this must be undertaken immediately.	Health and Safety	Janice Wray	07 September 2016				Cyril Morris	10 August 2016
		COMPLETED								

	V	W	X	Y	Z	AA	AB	AC
	31 August 2016	10 August 2016	17 August 2016	-21 In target				
40								
41	31 August 2016			48	48 days overdue			

	A	B	C	D	E	F	G	H	I	J	K
42	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269445	Completed	22	Information Only	Miscellaneous	When the boxing club and the children's nursery occupy their area of this building they should be asked to undertake a fire risk assessment (FRA) for their area.
43	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269446	Active	23a	High	Fire Alarm	In the roof level lift motor and plan rooms and in the basement boiler room there is BS 5839 Part 1 fire detection systems fitted. Where is the control panel(s) for these BS5839 Part 1 systems and who is undertaking the servicing of these systems? Keystone checked
44	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269447	Active	23b	High	Fire Alarm	There are BS 5839 Part 1 fire detection systems fitted in this building, is weekly occupier testing these systems being undertaken?
45	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269449	Completed	23c	High	Lightning Protection	The lightning protection system installed on this building was last serviced/tested in September 2015 does not state if the system passed or failed this test? Keystone checked.

	L	M	N	O	P	Q	R	S	T	U
42	s d	When the boxing club and the children's nursery occupy their areas of the building they should be asked for a copy of their FRAs and the significant findings. Any significant findings should then be co-ordinated with this document so that a full FRA for the building can be finalised, with and actions acted upon. Requirement in lease - RBKC Property Services	Health and Safety	Janice Wray	08 February 2017	Confirmed this is a requirement of the lease in both cases	31 August 2016	Fully Completed		
43	t c	Please can it be confirmed that testing and servicing of the installed BS 5839 Part 1 fire alarm systems installed in this building are being undertaken? If servicing and testing of the installed fire alarm systems is not being undertaken then these systems must be serviced and tested immediately with any defects rectified.	Health and Safety	Janice Wray	07 September 2016				Janice Wray	10 August 2016
44	of	Weekly occupiers testing of the installed fire alarm systems must be undertaken and the results recorded as proof of testing. Weekly testing by Paul - training provided - please confirm	Neighbourhood Management	Nicola Bartholomew	07 September 2016				Cyril Morris	10 August 2016
45	It	Can it please be confirmed that the lightning protection system installed on this building passed its last service/test? If it did not any remedial work needed to make this buildings lightning protection system fully serviceable should be undertaken immediately. Docs to C Stokes	Health and Safety	Janice Wray	07 September 2016	Certificate provided to assessor	31 August 2016	Fully Completed	Janice Wray	10 August 2016

	V	W	X	Y	Z	AA	AB	AC
		10 August 2016	01 September 2016					
42								
	31 August 2016			48	48 days overdue			
43								
	31 August 2016			48	48 days overdue			
44								
	31 August 2016	10 August 2016	01 September 2016	-21	In target			
45								

	A	B	C	D	E	F	G	H	I	J	K
46	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269482	Active	23d	High	Emergency Lighting	There are emergency lighting units installed on the means of escape routes of this building plus in the roof level lift motor and plant rooms and in the basement area of this building
47	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269520	Active	23e	High	Inspection Regime	Are the monthly occupier tests and inspections of the emergency lighting system in the building being undertaken with records kept?
48	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269521	Active	23f	High	Fire Extinguisher	According to the contractors labels the fire extinguishers in this building they are all out of test date. The last date on the contractors test/service
49	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269522	Active	23g	High	Inspection Regime	Are the weekly occupier's tests of the buildings automatic smoke ventilation system being undertaken?
50	GRENFELL TOWER, GRENFELL ROAD, LONDON W11 1TQ 2016.06.20		10 August 2016	S217008800001	GRENFELL TOWER GRENFELL ROAD	269524	Active	23h	High	Inspection Regime	Caretaker testing and inspections of the buildings structure etc.

	L	M	N	O	P	Q	R	S	T	U
46		Can it please be confirmed when the installed emergency lighting system in this building was last serviced, tested and a discharge test of these units batteries undertaken, to the requirements of BS5266. If the last test/service was more than 1 year ago this emergency lighting system should be serviced/tested immediately with any defects etc found rectified and then the system with locations of units etc placed on the contractor's maintenance schedule for future servicing. Are records being kept of all the testing and servicing undertaken?	A & R Contract Management	Alex Bosman	07 September 2016					
47	ng	Monthly occupier testing and inspections of the emergency lighting system in the building should be undertaken, with the results recorded as proof of testing having been undertaken. Can you confirm that Paul is undertaking these please?	Neighbourhood Management	Nicola Bartholomew	07 September 2016					
48	on g st na	All of the fire extinguishers in this building should be tested/serviced immediately and any defective ones replaced.	A & R Contract Management	Alex Bosman	07 September 2016					
49	ne on	Weekly occupier inspections of the buildings smoke ventilation system should be undertaken, with the results recorded as proof of the inspections having been undertaken. Can you confirm that Paul is undertaking these please?	Neighbourhood Management	Nicola Bartholomew	07 September 2016				Cyril Morris	10 August 2016
50	f	Can it be confirmed that the caretaker is undertaking the tasks as per the caretakers check list in this building, with the completed sheets kept as a record and as proof of testing etc. Can you confirm that Paul is undertaking these please?	Neighbourhood Management	Nicola Bartholomew	07 September 2016				Cyril Morris	10 August 2016

	V	W	X	Y	Z	AA	AB	AC
46								
47								
48								
49	31 August 2016			48 48 days overdue				
50	31 August 2016			48 48 days overdue				