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**From:** Janice Wray <jwray@kctmo.org.uk>  
**Sent:** 27 October 2016 14:21  
**To:** [REDACTED]  
**Subject:** fire safety trg for ESAs

**Importance:** High

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I need to organise some training for the ESAs – H&S and also Fire Safety. I would like to involve you in the fire safety and wonder if you can advise on your availability – perhaps in mid-to late Nov for a couple of hours I think

Please advise

Thanks

Janice

**Janice Wray**  
**TMO Health, Safety & Facilities Manager**  
t: [REDACTED]



w: [www.kctmo.org.uk](http://www.kctmo.org.uk)  
a: 292a Kensal Road, London, W10 5BE.

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