

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW1

This is the Exhibit marked “JSW1”
referred to in the Position Statement
of J S Wright & Co. Limited



Cc: SB to Con Man / Site / Surveyor

Our Ref: ZM/RM/WRI001

SENT BY RECORDED DELIVERY

JS WRIGHT & CO LTD
1 Northumberland Avenue,
London
WC2N 5BW

Dear Sirs

LETTER OF INTENT

Grenfell Tower ("the Site")

We confirm that it is our intention to appoint you under our standard Sub-Contract Order as the Mechanical and Electrical subcontractor in relation to the mechanical and electrical works "the **Works**" at the above Site.

In the meantime, to facilitate the Works, please accept this letter as our instructions to proceed with the following in accordance with the terms and conditions and attached Appendices (together "the **Contract**"):-

- | | |
|--|------------|
| 1. Design of Mechanical and Electrical Services
(the "Authorised Works"). | £30,000.00 |
|--|------------|

1. Compliance

The Authorised Works must comply with the following:-

- a) Bill of Quantity Page No's: As per Schedule of Information Appendix F
- b) Preamble Page No's: As per Schedule of Information Appendix F
- c) Specification Page No's: As per Schedule of Information Appendix F
- d) Drawing No's: As per Schedule of Information Appendix F
- e) The enclosed Standard RCL Terms & Conditions - Appendix B
- f) Our Health, Safety & Environmental document entitled "The Rydon Way" (Appendix C)
- g) The enclosed minutes of the Pre-Start Meeting held on 4TH July 2014 (Appendix D)
- h) Our minimum Standard for Protection of Goods & Materials document entitled "Site Protection Policy" (Appendix G)
- i) Site Specific Traffic Management Plan (Appendix E)
- k) Site Specific Programme of Works (Appendix P)]

Full sets of drawings and information, with which your works must comply, are available throughout the duration of your works for your inspection / consultation at our Head Office.

You are permitted to access to the Site to carry out the Authorised Works but such access must be by prior written arrangement through ourselves.

2. Contract

- a) We confirm that it is Kensington and Chelsea Tenant Management Organisation Ltd's ("the **Employer**") intention to appoint Rydon as the Contractor to undertake the Works in accordance with the [JCT Standard Form with Contractor's Design 2011 Edition and other related documents comprising the main contract for the Works (the "Building Contract").
- b) The Articles of Agreement and Subcontract Conditions of Dom 2 will apply SAVE WHERE they are modified by the terms of this Contract. The draft Building Contract is available for inspection by you at our offices. You are deemed to have notice of all its provisions and its provisions are incorporated in this Contract insofar as they relate to the Authorised Works.
- c) This order is placed with reference to your quotation dated 11th July 2014. However, the terms and conditions of this Contract will prevail over any other terms or conditions included in your offer.
- d) Your authority and obligation to proceed under this Contract shall continue until the value of the authorised works has been expended or until any later date which we agree with you and is notified in writing. Within this period, it is intended that we will finalise the terms of the proposed Building Contract with the Employer. Until such documents are executed all the Authorised Work shall be governed by the latest versions of the Building Contract, the Employers Requirements, the Contracts Proposals and the Tender Sum Analysis. In the event of any dispute arising out of or in connection with the terms of this Letter of Intent the contents of such documents shall be deemed to be agreed as submitted by both parties unless varied by this letter.
- c) Liquidated and ascertained damages apply at a rate of £7280 per week plus Rydon Prelims at £6,500 per week

3. Payment

- a) Payment will be made in accordance with the attached schedule of lump sum payments, all as detailed in Appendix A attached.
- b) Payments will be at monthly intervals, with a payment period of 30 days subject to nil discount.
- c) We agree to reimburse you all reasonable costs, subject to the above, which have been properly incurred by you in the implementation of the Authorised Works pursuant to this Letter of Intent, subject to a maximum aggregate limit of £30,000.00 (Eighteen thousand, four hundred and forty pounds) exclusive of VAT. Such reimbursement shall be accepted by you in full and final settlement of all liabilities and costs whatsoever which you may have incurred in respect of the Authorised Works. Any or all other works carried out by your company or on your over and above the Authorised Works or

the said maximum limit shall be on an at risk basis pending execution of the Building Contract, and you shall not be entitled to any payment and / or reimbursement of any loss of profits, loss of contracts and / or any other costs, losses and / or expenses arising out of or in connection with the terms of this Contract.

- d) Retention will be held at 5%
- e) The schedule of lump sum payments will remain fixed for the duration of the contract
- f) The final date for payment of the amount due to you pursuant to any invoice shall be twenty-eight (28) days from the date of actual receipt of the invoice. The time period stated in paragraph 10 of Part II of Statutory Instrument 1998 No.649 is amended to 2 days.
- g) For the purposes of VAT your works are classified as standard rated for which VAT invoices will be required
- h) Valuation dates will be as Appendix H – Payment Schedule
- i) Before we are able to make any payment you are required to ensure that we have your Unique Taxpayer Reference (UTR) and Company Registration Number or National Insurance Number.
- j) No payments for materials on or off site will be considered.

4. Insurance

You are required to maintain the following minimum levels of insurance:-

Public Liability :	£10 million for any one occurrence
Employer's Liability :	£10 million for any one occurrence

Satisfactory evidence of the maintenance of these policies must be provided on request.

For your information, the following personnel are responsible for this Contract:-

Project Manager:	Simon O'Connor	Tel:	
Contracts Manager:	Simon Lawrence	Tel:	
Commercial Manager:	Zak Maynard	Tel:	

5. Termination

We reserve the right to terminate this Contract at any time by giving notice in writing to you with immediate effect. You will immediately on receipt of such written notice vacate the Site and remove all plant and machinery from the Site and/or hand over all drawings, reports, specifications, calculations and any other documents prepared by or on behalf of you in connection with the Authorised Works whereupon you shall be reimbursed in accordance with this Contract.

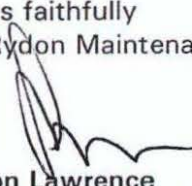
This letter supersedes any previous instruction, correspondence or other discussions between the parties and represents the entire agreement between the parties in relation to its subject matter but will be subsumed by our standard Sub-Contract Order

We would be grateful if you could acknowledge your acceptance of the terms set out in this Contract by signing and returning the enclosed duplicate by return.



Rydon

Yours faithfully
for Rydon Maintenance Limited


Simon Lawrence
Contracts Manager
Enc

[We accept the terms of this Contract

.....
Signed for and on behalf of []

Date

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW2

This is the Exhibit marked “JSW2”
referred to in the Position Statement
of J S Wright & Co. Limited

3 October 2014

Rydon Maintenance Limited
Rydon House
Station Road
Forest Row
East Sussex
RH18 5DW

For the attention of Zak Maynard

Dear Zak,

Re: Grenfell Tower Letter Of Intent Ref: ZM/RM/WRI001

Following an internal meeting with Terence McLaughlin I am writing to confirm that we require a number of amendments to the above letter of intent to enable us to agree terms and commence work on site. I realise an awful lot has gone on between January and today already but I am sure the items set out in this letter can help pull all the outstanding bits together and help you draw up the final order document.

1. Pre Start Meeting

We would request a pre start meeting be held as soon as possible. Whilst Appendix D is included within the letter of intent received we understand this meeting concerned costs rather than the normal pre start agenda suggested in the Appendix.

2. Letter of Intent Drawings Appendix F

We require the full order to be issued with Appendix F amended to reflect the drawings included in our tender letter Ref: Enquiry No/005407/Rydon/PS dated 30 January 2014. We tendered against specific revision references which are not referred to in the letter of intent and the details to be included with the order as an aid are listed below.

Mechanical

J4614 A(--)00_300 rev T1
J4614 A(64)502 rev T2
J4614 R(11)00_099 to 105 all rev T3
J4614 S(--)01_250 & 251 rev T2
J4614 S(61)01_200 rev T2
J4614 T(--)01_250 rev T1
J4614 T(--)01_251 rev T2
J4614 T(90)12_000 to 005 all rev T3
J4614 U(14)01_200 rev T2

Head Office

The Atlas Building, Portland Street, Birmingham, B6 5RX
T: 0121 322 4000 F: 0121 322 4001

London Office

1 Northumberland Avenue, London, WC2N 5BW
T: 0207 872 5522

Email: jswright@jswright.co.uk
www.jswright.co.uk

Registered in England No. 309551



PAS 99
ISO 9001
ISO 14001
OHSAS 18001

Certificate No. IMR 577678
Certificate No. FS 577675
Certificate No. EMS 577676
Certificate No. OHS 577677



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J4614 Z(--)-500 rev T4
 J4614 V(90)01_250 & 251 rev T1
 J4614 V(90)12_001 to 004 rev T3
 J4614 V(90)12_005 rev T1
 J4614 V(21)00_001 rev T2
 J4614 V(21)500 rev T2
 J4614 V(22)500 rev T2

Electrical

A(--)-00_300 rev T1
 U(14)01_200 rev T2
 V(21)00_001 rev T2
 V(90)01_250 rev T1
 V(90)01_251 rev T1
 V(90)12_001 rev T3
 V(90)12_002 rev T3
 V(90)12_003 rev T3
 V(90)12_004 rev T3
 V(90)12_005 rev T1

3. All Inclusive AMP (Appendix A)

There is no reference to AMP anywhere within the letter of intent other than at the foot of Appendix A. We seek a clear explanation as to the meaning of this term and would suggest this best done with a definition in the main order page.

4. Appendix A Scope Of Works

- Additional Items

We require item A2 to be amended so as to confirm that with respect to the 120 refurbishment units that the Supply of Extract fans is excluded from the £346,298 omission item. A cost to supply these 120 fans can be provided but would be a variation to the above agreed order value. For clarity we have agreed they are included within the 7 new build apartments.

We require A6 to be changed to exclude fire stopping to existing services. Fire stopping to the existing services is to be completed by Rydon.

Head Office

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 Certificate No. FS 577675
 Certificate No. EMS 577676
 Certificate No. OHS 577677



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We require A7 to be changed to confirm fire collars are included in our package but this does not include any existing services. Any making good and any permanent fire stopping to be completed by Rydon.

- **VE Items (1-7)**

Whilst we have agreed our order value for £1,775,154 we do require the final agreed order value to be reflected within the full order still be issued for signature. Additional saving items 4 and 5 have been taken as VE savings and are reflected in the agreed order value. Given the design has now progressed items 1 and 3 are now not available and the final order should be amended to confirm this. Whilst VE item 7 is still available the design is progressing quickly and unless confirmed soon this will not be available to take. We seek clarification on this and the appropriate change reflected in the final order when made available for signature.

- **Additional costs (1 – 3)**

With the design progressing quickly a decision on these items needs to be taken as soon as possible and reflected in the final order document for signature.

- **Qualifications**

We require item 5 to be changed for the change requested in A2 in the additional items relating to the extract fans.

Item 7 refers to Design Responsibility. We require this item to state that with respect to the Dry Risers, Smoke Ventilation and Gas works our design responsibility does not extend to the pre-existing services which may be in breach of codes of practice or statutory regulations.

Item 13 relating to hand driers are excluded from our tender, see item 54 of JSW Schedule 03.

Item 20 is not specified in the tender documents. We seek clarification on this item.

Item 22 we would request is refined and specific reference made to the qualifications presumably accepted from our tender letter.

Item 23 we require the same amendment as A2 reference the extract fans.

I believe all of the above items have already been discussed in depth and just require pulling together now within the final order for signature.

Head Office

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 Certificate No. OHS 577677



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It is important for us that our qualifications which are integral to our tender are included within the order and to that end I would ask reference is made to give equal priority to our tender letter which includes schedules 2, 3 and 6 in paragraph 2c of the order letter.

5. Retention

We request 3% retention held from our order rather than the 5% state in the letter of intent.

6. Professional Indemnity Insurance

I note that the letter of intent is silent on the level of PI cover required. Please confirm this requirement for inclusion with the final subcontract order.

We realise time is of the essence and would be agreeable to a combined prestart / contract order meeting to iron out all the above points. Terence, our contracts team and my-self can all be available for this meeting. For this and future orders we request a formal sign off page accompanies the order letter so both companies can sign and show agreement of terms.

I look forward to hearing from you.

Yours sincerely,

M. Roberts

Martin Roberts
Finance Director

Head Office

The Atlas Building, Portland Street, Birmingham, B6 5RX
T: 0121 322 4000 F: 0121 322 4001

London Office

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Certificate No. IIR 577678
Certificate No. FS 577675
Certificate No. EMS 577676
Certificate No. OHS 577677



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THE GRENFELL TOWER INQUIRY

EXHIBIT JSW3

This is the Exhibit marked “JSW3”
referred to in the Position Statement
of J S Wright & Co. Limited

Rydon Maintenance Limited
Rydon House
Forest Row
East Sussex
RH18 5DW

9499-005-Rydon/PF
18th July 2016

For the attention of: Steve Blake

Dear Sirs

RE: PRACTICAL COMPLETION – GRENFELL TOWER - REMAINING ELEMENTS

We would confirm the total completion of the above project as of 18th of July 2016 and would formally request the release of 50% of the retention monies as per the main contract conditions.

Please note that the responsibility for the correct operation of each system and all equipment maintenance regimes, fully in accordance with the manufacturer's requirements, for all the mechanical equipment installed under this contract rests with the development owners, from the above date. This includes also the checking of all water supplies as deemed necessary under current health guide lines for the prevention of legionnaires disease together with ensuring the correct water quality within all heating and chilled water systems.

We would confirm the defects liability period as follows:

12 months defects liability period commences on –

- 21st September 2015 and ends at Midnight on the 20th September 2016 – New Boiler System
- 19th December 2015 and ends at Midnight on the 18th December 2016 – Existing Apartments
- 18th July 2016 and ends at Midnight on the 17th July 2017 – Remaining Elements

Note it is a mandatory requirement of the contract that correct maintenance and system operation is carried out. Failure to do so will render equipment warranties null and void and any rectification works chargeable. In the event of conflict full maintenance records will be required.

We would remind you that you should now arrange the maintenance programme throughout the defect period for this contract as per the recommendations in the operating and maintenance manuals in order to prevent any chargeable call outs. Please note that the operating and maintenance manuals provided by ourselves are not fully comprehensive and are only recommendations. Advice should be sought from the prospective maintenance supplier on exact requirements based on their experience of similar schemes.

We would request that you inform us once this has been agreed so that we may liaise with your selected maintenance company should particular defects arise that would require us to inspect their maintenance records.

The procedure for notification of defects is detailed overleaf.

Head Office

The Atlas Building, Portland Street,
Birmingham B6 5RX
T: 0121 322 4000 F: 0121 322 4001

London Office

1 Northumberland Avenue,
London WC2N 5BW
T: 0207 872 5522

Bristol Office

Trym Lodge, 1 Henbury Road
Westbury-on-Trym, Bristol BS9 3HQ
T: 0117 959 6416 F: 0117 959 6415

Email: jswright@jswright.co.uk
www: www.jswright.co.uk


Registered in England No. 309551



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Yours faithfully
JS WRIGHT & CO LIMITED



Paul Featherston
Regional Director London & South East

C.c. Toby Guise/Sandra Holmes/Aftercare - JSW

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW4

This is the Exhibit marked “JSW4”
referred to in the Position Statement
of J S Wright & Co. Limited

Performance Testing

Demonstrate that all draw off points give adequate rates of flow as required by the design parameters.
Keep a systematic record of tests. Distribute to EA and provide copies in O&M Manuals.

S61 Dry Riser

DESIGN PARAMETERS

The design, specification, installation and setting to work of the whole of the works shall comply with all relevant British Standards, in particular:

- CIBSE Guide E
- BS 9990:2006
- BS 143
- BS 5041

Plant/Equipment Life: A minimum of 20 years without major replacement.
System Life: In excess of 25 years.

SYSTEM DESCRIPTION

The existing dry-riser system shall essentially remain unaltered with modifications carried out to suit the new areas at podium level. The inlet valve shall be relocated to a point on an external wall. New landing valves shall be provided where indicated on the drawings.

MATERIALS & WORKMANSHIP

All dry riser pipework to be galvanised carbon steel to BS 1387 with long radius malleable cast iron fittings to BS 143 screwed and socketed.

Landing valves to BS 5041: Part 4 inlet breeching to BS 5041: Part 3.

Landing valve boxes to BS 5041: pt4.

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW5

This is the Exhibit marked “JSW5”
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of J S Wright & Co. Limited

J S WRIGHT & CO LTD

The Atlas Building
Portland Street
Birmingham
B6 5RX
Tel : 0121 322 4000
Fax: 0121 322 4001

Subcontract Order Number	DP/29140/9497
Date Of order	29/06/2015
Raised By	DP
Date Required	

Contract -Grenfell Tower Refurbishment, Kensington, London

Subcontractor	Site
Argus Fire Protection Co Ltd Hendglade House 46 New Road Stourbridge West Midlands DY8 1PA Tel: 01384 376256 Fax: 01384 393955	c/o Rydon Maintenance Grenfell Tower Grenfell Road Notting Hill London W11 1TQ

Subcontract Order Details

Qty	Description	Unit Price	Total
1.00	To carry out dry fir riser alterations to the existing riser including all labour, materials, outlet and inlet boxes and valves plant and tools needed to carry out the works, testing and certification in accordance with the following Max Fordham drawings and specification J4614.T(90)12-000 REV T3, 001rev T3, 002 rev T3, 003 rev T3, 004 revT3 005 rev T3 00, J4614.S(61)01-200 rev T2 & Dry Fire Riser installation specification specifically section S61.	£4,527.00	£4,527.00

Remarks	JS Wright Internal use only
	

All orders are subject to our standard General Terms and Conditions copies of which have previously been issued to you and signed for, and the particular terms and conditions attached to this order. Please sign and return the particular conditions.

Payments will not be made unless we are in receipt of these signed conditions

This order is also subject to the applicable terms of the contract between us and the main contractor for which these goods will be used. These documents are available to view at J S Wrights office by appointment only.



SUB-SUB CONTRACTOR PARTICULAR CONDITIONS

J S WRIGHT & CO LTD

Contract Name & No.	Grenfell Tower	Order No.	DPI 29/06/14 9497
Sub-Sub Contractor	Argus Fire Ltd	Date	29/06/2015
Site Address	Grenfell Tower, Grenfell Road, Notting Hill, London W11 1TQ		

Contact details – J S Wright & Co Ltd

Director	Paul Featherston	[REDACTED]	[REDACTED]@jswright.co.uk
Associate Director Contracts	Click here to choose an Associate Director.		
Associate Director Health, Safety & Quality	Toby Guise	[REDACTED]	[REDACTED]@jswright.co.uk
Lead Engineer	David Peacock	[REDACTED]	[REDACTED]@jswright.co.uk
Lead Foreman	Richard Moss	[REDACTED]	[REDACTED]@jswright.co.uk

Description of works to be carried out (Include any drawing numbers and specification references)

To carry out dry fire riser alterations to the existing riser including all labour, materials, outlet and inlet boxes and valves plant and tools needed to carry out the works, testing and certification in accordance with the following Max Fordham drawings and specification J4614.T(90)12-000 REV T3, 001 rev T3, 002 rev T3, 003 rev T3, 004 rev T3 005 rev T3 00, J4614.S(61)01-200 rev T2 & Dry Fire Riser installation specification specifically section S61.

Particular Conditions A (Clause 12.1)

The date for commencement of the Sub-Sub Contract Works on site will be between	10/08/15 29/06/2015 – 31/08/2015
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Particular Conditions B (Clause 12.1)

Period required for notice to commence work on site	1	Weeks
Period required for carrying out and completion of the Sub-Sub Contract works on site	Install	8 Weeks
	Commission	1 Weeks
Period required for Sub-Sub Contract Works off site and prior to commencement on site	0	Weeks
Period required for Sub-Sub Contract to provide drawings	0	Weeks
From	13/07/2015	
Period required for approval of drawings to commencement on site:	0	Weeks

Particular Condition C (Clause 12.1)

The order of procedure of the Sub-Sub Contract works shall be as indicated by J S Wright & Co Ltd and as agreed Contract programme. No Programme received as of yet 05.08.15.

Particular Condition E (Clause 25.1)

Setting out to be carried out by the Sub-Sub Contractor together with the provision of setting out drawings unless stated in specific inclusions section below.

Particular Condition F

All dimensions on site to be checked by the Sub-Sub Contractor unless stated in specific inclusions section below.

Particular Condition G - Interval of Interim applications for payment by the Sub-Sub-Contractor:

Application is one calendar month. Dates for delivery of applications for interim payments, payment due dates, payment notice dates, pay less notice dates and final dates for payment are as detailed in the schedule of application and payment dates annexed to the Sub-Sub Contract.

Particular Condition H – Period for payment of interim payments

45 Days from end of month following application.



SUB-SUB CONTRACTOR PARTICULAR CONDITIONS

J S WRIGHT & CO LTD

Contract Name & No.	Grenfell Tower	Order No.	DP/ 19497
Sub-Sub Contractor	Argus Fire Ltd	Date	29/06/2015

Particular Condition J

Order Value	£4,527.00	Retention	5%	Applicable until 6 months after the date of practical completion of the subcontract works. Where phased completions apply to the subcontract works this condition is applicable to each phase.
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Retention	2.5%	Applicable until 18 months after the date of practical completion of the subcontract works. Where phased completions apply to the subcontract works this condition is applicable to each phase.
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Notwithstanding anything to the contrary elsewhere in this Sub-Sub Contract If the Contractor is insolvent as defined in Section 113 of the Housing Grants, Construction and Regeneration Act 1996 the Sub-Contractor shall not be obliged to make any further payment to the Sub-Sub Contractor of any amount which is due or may become due to the Sub-Sub Contractor unless the Sub-Contractor has received payment in respect thereof from the Contractor and then only to the extent of such receipt.

Particular Condition K

Day works will not be accepted. This is a fixed price contract unless stated in specific inclusions section below. Main Contract/Sub-Contract: Obligations or restrictions imposed by the Employer not covered by the Main Contract Conditions (e.g. in Preliminaries in the Contract Bills)

*Sub-Contract Conditions are available for inspection at the J S Wright Head Office by appointment only

Particular Condition D (Clause 19.1)

All plant access equipment is to be provided by Sub-Sub-Contractor to execute the Contract unless stated in specific inclusions section below. Any other Facilities provided by the Sub-Sub-Contractor (Including specific exclusions): are detailed below

Item	X – denotes responsibility		
	Main Contractor	J S Wright & Co Ltd	Sub-Sub-Contractor
110V Power to all floors	X		
Access Lighting	X		
Builders work (Structural) above 50mm	X		
Builders work (Structural) below 50mm	X		
Welfare Facilities	X		
Co-ordination		X	
Craneage			
Design and production of working drawings			X
Plant and Tools			X
Power from central areas			X
Protection until completion			X
Removal of Rubbish to Central Skips			X
Secondary Steelwork			X
Setting Out from Datum Lines			X
Site dimensions	X		

By others if required ~~FX~~ Not included



SUB-SUB CONTRACTOR PARTICULAR CONDITIONS

J S WRIGHT & CO LTD

Contract Name & No.	Grenfell Tower	Order No.	DP/ /9497
Sub-Sub Contractor	Argus Fire Ltd	Date	29/06/2015
Site supervision and management			X
Storage		X	
Task Lighting			X
Telephone / Fax			X
Unloading / distribution			X
Vehicle Parking			X
Others (please state)			

Particular Condition L – Health, Safety and Quality

Every Sub-Sub Contractor and appointed agents are to either sign in and out daily on the J S Wright & Co Ltd Log book or log in using our Simeio fingerprint scanner. The logs are returned weekly by our foremen and the fingerprint scanner information is viewed in the Head Office. If the Sub-Sub Contractor employees or appointed agents are not on this log or scanner, then we will assume that they have not attended site and therefore the Sub-Sub Contractor will not get paid.

The Sub-Sub Contractor is to ensure that all electrical equipment brought to site by their employees are assigned agents has an up to date PAT Certificate and clearly identifiable pass label. The certificates for all equipment should be provided to the site Foreman or Engineer for our records. Any items on site that are found not to have a current test certificate & clearly identifiable label will be tested by us and charged for at the cost of £10.00 per item. This will be deductible from your applications.

The Sub-Sub Contractor is to ensure that all their employees or appointed agents have the correct PPE provided for them. This includes a Hard Hat, safety boots with steel midsole and any other PPE required to safely carry out the works. A free issue J S Wright & Co Ltd high visibility waistcoat and hard hat may be provided for a reasonable number of the Sub-Sub Contractors employees or appointed agents. Further high visibility waistcoats and hard hats that are required may be charged for at the rate of £5.00 per item. This will be deductible from your applications.

***Please note that we operate a mandatory gloves and glasses policy on all sites**

Defects period

The defects period will be as defined within the main contract and runs continuously from the date of practical completion to the final date for making good. During this period the Sub-Sub Contractor will, at his own expense attend to and repair, replace or correct as necessary any defects within the systems provided under this contract whether due to workmanship or equipment failure.

The Sub-Sub Contractor will attend to any reported defects in line with the J S Wright aftercare protocol for defect rectification, details of which are indicated below, with the exception of emergency calls which require a response within 4 hours. These will be attended to in the first instance by the J S Wright & Co Ltd Aftercare Engineer. The cost of this emergency call out will be chargeable and the costs passed to the sub-sub contractor.

- Emergencies – within 4 hours
- Urgent – within 24 hours
- Routine – within 7 days

The costs of all rectification works associated with the notified defect whether direct, indirect or consequential will be met by the Sub-Sub Contractor.

Failure by the Sub-Sub Contractor to attend to any notified defects within the time frame listed in the J S Wright & Co



SUB-SUB CONTRACTOR PARTICULAR CONDITIONS

J S WRIGHT & CO LTD

Contract Name & No.	Grenfell Tower	Order No.	DP/	/9497
Sub-Sub Contractor	Argus Fire Ltd	Date	29/06/2015	

Ltd aftercare protocol may result in J S Wright & Co Ltd own aftercare engineers attending on behalf of the Sub-Sub Contractor. Should this action be necessary the whole costs incurred together with an allowance for all administration charges will then be collated and passed onto the Sub-Sub Contractor for full reimbursement.

Please supply the contact details for defect call outs

Name	Telephone Numbers (landline and mobile for out of hours calls)	Email address

Documents to be submitted by the Sub-sub-contractor

Title	Submission Date	Submitted to
Risk Assessments, Method Statements & CoSHH	2 weeks prior to commencement	JSW Lead Engineer
Training Certificates (SSS, PASMA, IPAF, Abrasive Wheels etc.)	As required	JSW Lead Engineer

Documents annexed to Sub-Sub-Contract:

Title.	Attached	Previously Supplied
Sub-Sub-Contractor General Conditions		X
JSW Integrated Policy Statements		X

These specific inclusions are to be read in conjunction with the specification, consultant's drawings and standard terms and conditions within our order.

--



J S WRIGHT & CO LTD

Contract Name & No.	Grenfell Tower	Order No.	DPI /9497
Sub-Sub Contractor	Argus Fire ltd	Date	29/06/2015

Other relevant information

--



JS WRIGHT & CO LTD

SUB-SUB CONTRACTOR PARTICULAR CONDITIONS

Please supply the name and contact details of the person on site who will be responsible for the daily health, safety and welfare of the Sub-Sub Contractors employees or assigned agents.		
Name	Mobile phone number	Email address
Mark Hayward	[REDACTED]	[REDACTED]@argusfire.co.uk X
Please supply the names and contact details of the management assigned to this contract (Engineer/Manager and Managing Director/Proprietor)		
Matt Gwynne	[REDACTED]	[REDACTED]@argusfire.co.uk X
Do you intend to sublet any of your work?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, please give full details, including the trade name of the Sub Contractor Company you intend to use and the method of how you check for their competency. (documented evidence will be required)		
Note: Any Sub Letting of this work package must be agreed in writing by letter with the J S Wright Contracts Director prior to commencement on site.		

Please note: These conditions must be signed by the Sub-Sub Contractor and returned to the relevant JSW Office before commencement on site. Until we are in possession of this signed document, you are not permitted to undertake any works on our behalf and no payments will be made.

Name Paul Matthouse. X

On behalf of Argusfire Protection Ltd.

Position in Company Project Proposals Engineer.

Signed P. Matthouse.

Date 5th August 2015.

J S Wright personnel must only sign this document once the Sub-Sub-Contractor has signed.

Name David Peacock

On behalf of JS Wright & Co Ltd.

Position in Company Project Manager

Signed [Signature]

Date 5th August 2015

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW6

This is the Exhibit marked “JSW6”
referred to in the Position Statement
of J S Wright & Co. Limited

JS WRIGHT & CO LTD

The Atlas Building
Portland Street
Birmingham
B6 5RX
Tel : 0121 322 4000
Fax: 0121 322 4001

Order Number	AW/29140\01/9497
Date	24/02/2016
Raised By	AW
Date Required	ASAP

Contract -Grenfell Tower Refurbishment, Kensington, London

Supplier	Please Deliver to the following site....
Argus Fire Protection Co Ltd Hendglade House 46 New Road Stourbridge West Midlands DY8 1PA Tel: 01384 376256 Fax: 01384 393955	c/o Rydon Maintenance Grenfell Tower Grenfell Road Notting Hill London W11 1TQ

Order Details

Qty	Catalogue No	Description	Unit Price	Total
1.00		<p>1) Level 4 – We will cut into the existing pipe just above the level 4 slab and make out the existing 100mm screwed section from the underside the existing landing valve and install a new 100mm screwed to grooved Nipple and also install a new Victaulic blank c/w drain valve / test point , This will then allow the existing pipe below from ground floor to level 4 to be removed.</p> <p>2) Remove existing landing valve (Existing Box will need to be removed to allow us to address the valve) and install a temporary tee , 1 side of which we will install the breeching valve and the other the side we will install a landing valve temporarily as per the fire brigade request.</p> <p>3) Pressure test the existing riser from 4</p> <p>4) Remove temporary breeching inlet from level 4 and install into the new position on the ground floor facade / Remove tee and reinstate new inlet valve</p> <p>5) Finally reconnect our new riser into the existing riser at level 4 and leave the entire system in the operational state</p> <p>6) Test and certify to relevant regulations</p>	£2,660.00	£2,660.00

Order Value	£2,660.00
-------------	-----------

All delivery notes must be signed for by a JSW employee.
Please send a fully priced order confirmation back to our offices at the above address without fail.

Remarks	JS Wright Internal use only
	

This order is place in accordance with JS Wright & Co Ltd's standard terms and conditions.
A copy of which is available on request

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW7

This is the Exhibit marked “JSW7”
referred to in the Position Statement
of J S Wright & Co. Limited

[REDACTED]

From: David Hughes <[REDACTED]@rydon.co.uk>
Sent: 11 January 2016 07:37
To: Alan Whyte; richard moss
Cc: Jonathon Earl; Steve Blake
Subject: FW: Grenfell and dry riser works

Hi Alan & Rich

Please see comments below from London Fire Brigade regarding the dry riser alterations

Kind regards

Dave

David Hughes
Site Manager

[REDACTED]
[REDACTED]

From: [REDACTED]@london-fire.gov.uk [mailto:[REDACTED]@london-fire.gov.uk]
Sent: 10 January 2016 11:44
To: [REDACTED]@kctmo.org.uk
Cc: David Hughes
Subject: RE: Grenfell and dry riser works

Claire,

I have taken some advice regarding this issue, from the LFB point of view we will require 2 additional appliances to attend a fire call for the period of time when the dry riser is not in operation, this will require some action from me, so I need to request at least 3 days notice before work starts and an exact time scale for when the works will be completed.

Hopefully this helps with regards a by-pass not being required, if you need any further information please contact me.

Regards Nick

*Station Manager Nicholas Davis
Kensington & North Kensington Fire Station
Kensington Fire Station/13 Old Court Road/Kensington High Street/W8 4PL
North Kensington Fire Station/242 Ladbroke Grove/W10 5LP
South West Area | Operations Prevention & Response
T: 020 8555 1200 ext. [REDACTED] | M: [REDACTED] | P: [REDACTED]
E: [REDACTED]@london-fire.gov.uk | W: www.london-fire.gov.uk*

From: Claire Williams [mailto:[REDACTED]@kctmo.org.uk]
Sent: 08 January 2016 16:45
To: DAVIS, NICHOLAS
Cc: [REDACTED]@rydon.co.uk
Subject: Grenfell and dry riser works

Hi Nick

It was good to meet you earlier this week.

Can I ask if you have had any thoughts on whether we can go without a dry riser for 2 days, or if you require a bypass system to be put in place?

I know that Rydon would like to do these works in the next week or two, so want to keep this issue on the boil.

Thanks

Claire Williams
Project Manager



t: 020 8964 6064

m: [REDACTED]

a: The Network Hub, 292a Kensal Road, London, W10 5BE

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From: David Hughes <[REDACTED]@rydon.co.uk>
Sent: 29 January 2016 11:14
To: Alan Whyte; Steve Blake; Jason North
Subject: FW: Grenfell Tower Dry Riser

FYI

David Hughes
Site Manager

T
M

From: [REDACTED]@london-fire.gov.uk [mailto:[REDACTED]@london-fire.gov.uk]
Sent: 29 January 2016 09:48
To: David Hughes
Cc: [REDACTED]@london-fire.gov.uk
Subject: Grenfell Tower

Hello Dave

Following my site visit earlier this week I confirm that the temporary arrangements for accessing the dry rising main are acceptable. Can you please note that the existing outlet at 4th floor level (the temporary access point) will need to be replaced by an inlet valve set.

Notices directing fire fighting staff from the podium entrance to the block to the temporary inlet at 4th floor level will be helpful.

I will advise the local operational staff of the arrangements and, no doubt, they will wish to view the arrangements for themselves. Please advise when the temporary arrangements are put in place and then when normal service has been restored.

Tony Day
Fire Safety Inspecting Officer
London Fire Brigade HQ
169 Union Street
London
SE1 0LL
T: 020 8555 1200 x [REDACTED]
M: [REDACTED]
E: [REDACTED]@london-fire.gov.uk



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For fire safety advice please go to london-fire.gov.uk/YourSafety

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW8

This is the Exhibit marked “JSW8”
referred to in the Position Statement
of J S Wright & Co. Limited



Argus Fire Protection Company Ltd.
Hendglade House, 46 New Road
Stourbridge, West Midlands, DY8 1PA
Telephone: +44 (0) 1384 376256
Facsimile: +44 (0) 1384 393955

Pressure Test Certificate

Contract Number: U1444

Contract Name: Greenfell Tower

Name and Address of Site:

Grenfell Tower,
Grenfell Road,
Lancaster West Estate,
W11 1TG

Location: Grenfell tower Dry riser

Valve Reference: whole system

Drawing Reference: N/A

Date of Test: 23/2/16

Test Medium: ~~Air~~ or Water

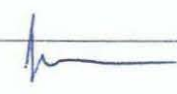
Test Pressure: (Bar) 10 ~~15~~

Test Duration: (mins) 60 ~~120~~


Test Gauge Ref: 11681

This Certificate conforms that the above test was successfully undertaken.

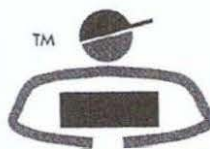
Test Undertaken By: J. MCCARTHY

Signature: 
On Behalf of Argus Fire Protection Co. Ltd

full system test

J. north Rydon Site manager
 23/2/16

**pressure
temperature
flow**



the
**Fire Protection
centre**

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Tel: 01724 854199 Fax: 01724 854213

Email: sales@fireprotectioncentre.com

Web: www.fireprotectioncentre.com

Web Tech: www.fpcdatacentre.co.uk

FreeFax: 0800 65 200 31

Fire Protection Centre
Atkinsons Way,
Foxhills Industrial Estate,
SCUNTHORPE,
DN15 8QJ,

Certificate No. 11683/1

Your Order No. 41755


TEST CERTIFICATE

QTY	DESCRIPTION
100	100mm diameter bourdon tube fillable sprinkler gauge. Brass wetted parts. 3/8BSP male connection with restrictor screw. Direct mounting bottom entry. Stainless steel case and bayonet bezel. Fill hole in top of case with rubber stopper. Glass window. Glycerine filled. Argus Fire logo AND Batch serial no. on back of case. Manufacture from stock no 103857

100SAA443BGFE 0-16 BAR

Instrument Reference No. 11681

We hereby certify that the above instruments have been individually calibrated and tested in the vertical position against standard test equipment (Traceable to National Standards) as recommended in BS EN 837-1:1998 and that their accuracy was within the accepted limits.

SIGNED:  Alan Leahy (Engineering Manager) 28 September 2015



bafsa



INVESTORS
IN PEOPLE

Atkinsons Way, Foxhills Industrial Estate, Scunthorpe, North Lincolnshire. DN15 8QJ
Fire Protection Centre Ltd. Registered in England No. 03798539. VAT No. 694 920 985

JSV JSW00001884/32

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW9

This is the Exhibit marked “JSW9”
referred to in the Position Statement
of J S Wright & Co. Limited

From: David Bradbury
Sent: 06 August 2014 12:16
To: Simon Lawrence
Cc: [REDACTED]@rydon.co.uk; Terence McLaughlin
Subject: Grenfell Tower RFI006: Dry Risers
Attachments: Grenfell Tower RFI 006.docx; Grenfell Tower RFI Register.docx; image001.jpg

Hi Simon,

Further to our telephone conversation regarding concerns over the dry riser at Grenfell tower, please see attached RFI 006.

Kind regards,

Dave Bradbury
 Senior Design Engineer

Tel: 0121 322 4000 | Fax: 0121 322 4001 | Mob: [REDACTED] | Email: [REDACTED]@jswright.co.uk | Web: www.jswright.co.uk



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 London Office - J S Wright & Co Ltd, 1 Northumberland Avenue, London, WC2N 5BW Tel: 0207 872 5522

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J S WRIGHT & CO LTD

REQUEST FOR INFORMATION

Contract	Grenfell Tower	Contract No.	9497
Date	06th August 2014	RFI No.	006
Submitted to	Simon Lawrence, Rydon Maintenance		
Distributed by:	Hand <input type="checkbox"/>	Post <input type="checkbox"/>	Email <input checked="" type="checkbox"/> Fax <input type="checkbox"/>

Information required	Response
<p>Can we request confirmation that building control and the fire officer have been consulted regarding the modifications to the existing dry riser?</p> <p>It is a building regulations requirement to have wet risers in buildings over 50m (approximately 20 floors), we will therefore need to ensure we have building control and fire officers agreement that the existing dry riser is acceptable as Grenfell Tower is 24 storeys high.</p> <p>The installation of a wet riser will involve the installation of tanks and additional pumps.</p>	

We would be pleased to receive your early response to this request in order that any delays can be minimised.

Date response required by	14th August 2014		
Request raised by	Dave Bradbury	On behalf of	J S Wright & Co Ltd
Response provided by		On behalf of	
Response Date			

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW10

This is the Exhibit marked “JSW10”
referred to in the Position Statement
of J S Wright & Co. Limited

From: [REDACTED]@rbkc.gov.uk
Sent: 03 September 2014 08:40
To: David Bradbury
Cc: Robin Thorne; Alan Whyte; [REDACTED]@rydon.co.uk; [REDACTED]@rydon.co.uk;
 [REDACTED]@studioe.co.uk; [REDACTED]@studioe.co.uk; Terence McLaughlin;
 [REDACTED]@rbkc.gov.uk
Subject: RE: Grenfell Tower
Attachments: image001.jpg

Hi David,

Thank you for your email and I note:-

. We are not increasing the high of the existing riser but we are adding two additional floors at low level which were previously walkways. We understand the existing riser is above the current permitted height of 50 meters, we would therefore need to discuss the proposed modification and what measures we need to take to gain approval for the new system.

This sounds like a matter of control rather than a technical question, I have spoken to John Hoban the area surveyor, who would normally deal with matters on control, and he agreed in this instance with my sending you this response.

Essentially the building regulations cannot require you to improve the system to serve the existing floors over 50m.

The regulations only apply to the work being carried out and additionally you must not adversely affect the existing building.

If this does not answer the question please give me a ring to discuss further.

Regards.

Paul Hanson
 Senior Building Control Surveyor (Fire Regulations)
 Royal Borough of Kensington and Chelsea
 T. 020 7361 3819
 M. [REDACTED]
 F. 020 7361 3820
 W. www.rbkc.gov.uk/buildingcontrol

View the latest video covering the [Holland Park School Redevelopment](#)

Building Control media and publications are available by clicking on the following link:- [Publications](#)

From: David Bradbury [mailto:[REDACTED]@jswright.co.uk]
Sent: 03 September 2014 08:06
To: Hanson, Paul: PC-BlgCtrl; [REDACTED]@rbkc.gov.uk
Cc: Robin Thorne; Alan Whyte; Simon Lawrence; Simon O'Connor; [REDACTED]@studioe.co.uk; Bruce Sounes; Terence McLaughlin
Subject: FW: Grenfell Tower

Morning Paul,

I sent a message to John Hoban yesterday regarding the dry riser at Grenfell Tower, however I've been informed you may be the person to speak to regarding fire issues?

Kind regards,

Dave Bradbury
Senior Design Engineer

Tel: 0121 322 4000 | Fax: 0121 322 4001 | Mob: [REDACTED] | Email: [REDACTED]@jswright.co.uk | Web:
www.jswright.co.uk

From: David Bradbury
Sent: 02 September 2014 15:59
To: [REDACTED]@rbkc.gov.uk
Cc: Terence McLaughlin; Robin Thorne; Alan Whyte; 'Simon Lawrence'; Simon O'Connor; [REDACTED]@studioe.co.uk; 'Bruce Sounes'
Subject: Grenfell Tower

Hi John,

Simon Lawrence from Rydon has passed on your details, I'd like to introduce myself as I am currently working on the refurbishment of the above mentioned project. We will be carrying out the mechanical and electrical works associated with the refurbishment.

One of the items I need to discuss with you is the modifications to the existing dry riser. We are not increasing the high of the existing riser but we are adding two additional floors at low level which were previously walkways. We understand the existing riser is above the current permitted height of 50 meters, we would therefore need to discuss the proposed modification and what measures we need to take to gain approval for the new system.

I have tried to call but I understand you are currently out of the office, please call me when you can on the number below, alternatively I will try calling again tomorrow morning. Thank you.

Kind regards,

Dave Bradbury
Senior Design Engineer

Tel: 0121 322 4000 | Fax: 0121 322 4001 | Mob: [REDACTED] | Email: [REDACTED]@jswright.co.uk | Web:
www.jswright.co.uk



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Download Summer in the City <http://www.rbkc.gov.uk/summerinthecity>

Check out our Ecology events in Holland Park <http://www.rbkc.gov.uk/ecology>

The Royal Borough of Kensington and Chelsea.

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THE GRENFELL TOWER INQUIRY

EXHIBIT JSW11

This is the Exhibit marked “JSW11”
referred to in the Position Statement
of J S Wright & Co. Limited

From: David Bradbury
Sent: 12 August 2015 17:22
To: richard moss; David Peacock; 'Jason North'; 'Simon O'Connor'
Subject: FW: Grenfell - Dry riser inlet breaching valve location

All, I've received confirmation from the consultant regarding moving the position of the dry riser inlet to the south elevation so I'll update our drawings to suit, they will have to be marked up drawings for now due to the current work load in our CAD department.

Kind regards,

Dave Bradbury
Design Manager
Head Office

Tel: 0121 322 4000 | Fax: 0121 322 4001 | Mob: [REDACTED] | Email: [REDACTED]@jswright.co.uk | Web: www.jswright.co.uk

From: [REDACTED]@maxfordham.com [mailto:[REDACTED]@maxfordham.com]
Sent: 12 August 2015 13:40
To: David Bradbury <[REDACTED]@jswright.co.uk>
Cc: [REDACTED]@maxfordham.com; Claire Williams <[REDACTED]@kctmo.org.uk>; Neil Reed <[REDACTED]@uk.arteliagroup.com>; 'MALCOLM Andrew' <[REDACTED]@uk.arteliagroup.com>; Neil Crawford <[REDACTED]@studioe.co.uk>
Subject: Grenfell - Dry riser inlet breaching valve location

Afternoon Dave

Further to our telephone conversation regarding the dry riser inlet valve; as long as the proposed position is within 18m of the fire appliance and clearly visible from this position then we are happy with a location on the South facade rather than the East as we had indicated previously.

Kind regards,

Matt

MAX FORDHAM

42-43 Gloucester Crescent
London
NW1 7PE
T +44 (0) 20 7267 5161
F +44 (0) 20 7482 0329
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THE GRENFELL TOWER INQUIRY

EXHIBIT JSW12

This is the Exhibit marked “JSW12”
referred to in the Position Statement
of J S Wright & Co. Limited

J S WRIGHT & CO LTD

The Atlas Building
Portland Street
Birmingham
B6 5RX
Tel : 0121 322 4000
Fax: 0121 322 4001

Subcontract Order Number	DP/28568/9497
Date Of order	20/05/2015
Raised By	DP
Date Required	

Contract -Grenfell Tower Refurbishment, Kensington, London

Subcontractor	Site
PSB -UK LTD Witt House Brookwoods Ind Estate Burrwood Way, Holywell Green Halifax HX4 9BH Tel: 01422 378131 Fax: 01422 377321	c/o Rydon Maintenance Grenfell Tower Grenfell Road Notting Hill London W11 1TQ

Subcontract Order Details

Qty	Description	Unit Price	Total
1.00	Design only for AOV System	£9,450.00	£9,450.00

Remarks	JS Wright Internal use only

All orders are subject to our standard General Terms and Conditions copies of which have previously been issued to you and signed for, and the particular terms and conditions attached to this order. Please sign and return the particular conditions.

Payments will not be made unless we are in receipt of these signed conditions

This order is also subject to the applicable terms of the contract between us and the main contractor for which these goods will be used. These documents are available to view at J S Wrights office by appointment only.

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW13

This is the Exhibit marked “JSW13”
referred to in the Position Statement
of J S Wright & Co. Limited

Completion Certificate

J S Wright & Co Ltd, Project Ref: - DP/29111/9497

PSB UK Ltd Project Ref: - 75019

This is to certify that the "Above Ground Smoke Ventilation System"
supplied by PSB-UK for integration into: -

**Grenfell Tower,
Grenfell Road
Notting Hill
London, W11 1TQ**

Has been Mechanically & Electrically tested in accordance with the
schedules laid out in the contract and is fully operational, in line with
the agreed specification(s).

Signed on behalf of J S Wright & Co Ltd

Name: _____
Position: _____
Date: _____

Signed on behalf of PSB UK Ltd

Name: _____
Position: Project Manager
Date: 3rd May 2016

Registered Office: **PSB UK Ltd**, Witt House, Shelf Mills, Wade House Road, Shelf, Halifax, HX3 7BJ
Company Registration Number 400 66 40

PSBUK 75019

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW14

This is the Exhibit marked “JSW14”
referred to in the Position Statement
of J S Wright & Co. Limited

S32 Natural Gas

DESIGN PARAMETERS

The minimum gas pressure at the new boiler plant connection shall be as required by the relevant gas regulations and by the boiler manufacturer. Calculations for the new connection pipework shall be carried out taking into account the gas flow rate required by the existing boilers.

The installation is to be installed in accordance with 'Safety in the Installation and Use of Gas Systems and Appliances', Guidance on the Gas Safety (Installation and Use) regulations 1998 and Approved Code of Practice, HSE Books, 1998.

Other Regulations that the system shall comply with are as follows:

- Institute of Gas Engineers Publication IGE/UP/2
- British Gas Publication IGE/TD/3 - Main laying
- British Gas Publication IGE/TD/4 - Gas Services
- BS 6644:2005
- Building Regulations Document B
- Health & Safety Commission - Approved Code of Practice and Guidance
- Health & Safety - The Gas safety (Installation and Use) regulations 1994
- Requirements of the Gas Supplier
- All Institute of Gas Engineers requirements

Plant/Equipment Life: A minimum of 20 years without major replacement.
System Life: In excess of 25 years.

SYSTEM DESCRIPTION

The scope of works is limited to providing a new connection from the existing gas system to serve the new boiler plant.

A sub-meter shall be installed to meter the gas consumption of the new boilers serving the Tower. Prices for two options shall be provided, these being:

- A standard meter
- A digital meter connected to a central BMS/metering system

An amended gas system line diagram shall be mounted in the meter room and at the building entrance.

MATERIALS & WORKMANSHIP

The gas pipework installation shall be heavy grade steel painted canary yellow. Gas supply pipelines for maximum operating pressure up to and including 16 bar to BS EN 12007; for steel pipework BS EN 12007-3

TESTING & COMMISSIONING

Commission gas fired plant in accordance with IGE/UP/4.

Commission gas supply systems in accordance with BS EN 12327.

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW15

This is the Exhibit marked “JSW15”
referred to in the Position Statement
of J S Wright & Co. Limited

Serial No:

270277

NON DOMESTIC GAS TESTING AND PURGING



JMC Mechanical Services Ltd 20 Ashurst Drive Chelmsford Essex Tel. No: [REDACTED] Gas Safe Reg. No: 551071 Engineer Name: Jason Crowley Gas Safe ID Card No: 3187003	ADDRESS	CUSTOMER DETAILS (if different)
	Company:	Name/Company:
	Name: Grenfell Tower	Address:
	Address: Grenfell Road LONDON W11 1TA	
	Tel. No:	Tel. No:

STRENGTH TEST

Testing Method (tick)	Hydrostatic <input type="checkbox"/>	Pneumatic <input checked="" type="checkbox"/>	Installation (tick)	New Extension <input type="checkbox"/>	New <input checked="" type="checkbox"/>	Existing <input type="checkbox"/>
Have any components not suitable for a strength test been removed or isolated from the installation? (Y/N) YES				Enter calculated strength test pressure (mbar / bar) 82.5 mbar		
Test Medium	Stabilisation period (mins) 5	Strength test duration (mins) 15	Permitted pressure drop (%STP) NIL	Enter calculated pressure drop (mbar / bar) NIL		
Results	Strength test (mbar / bar) 82.5	Actual pressure drop (Pass/Fail) NIL	Comments: Pipework only			

TIGHTNESS TEST

Gas Type (tick)	Natural <input type="checkbox"/>	LPG <input checked="" type="checkbox"/>	Installation (tick)	New Extension <input type="checkbox"/>	New <input checked="" type="checkbox"/>	Existing <input type="checkbox"/>
Could a temperature change have affected the test? (Y/N) NO			Meter type NO Meter	Meter designation	Meter bypass installed (Y/N) /	
Installation Volume	Gas meter (m³) NO Meter	Pipework (m³) 0.2145	Total volume (m³) 0.2145	Tightness test pressure (mbar / bar) 21		
Test Medium	Tightness test pressure (mbar / bar) 21	Pressure gauge used ELECTRONIC	Max leak rate (m³/hr)	Let-by period (mins) 1		
Stabilisation period (mins) 5 mins	Test duration (mins) 8 mins	Any poorly ventilated areas? (Y/N) NO	Is barometric correction required? (Y/N) NO			
Results	Actual pressure drop (if any) (mbar / bar) NIL	Leak rate (m³) -	Have poorly ventilated areas been checked? (Y/N) YES		Did Tightness Test Pass? (Y/N) YES	

PURGING PROCEDURE

Has an adequate risk assessment been undertaken and recorded? (Y/N) YES		Are 'NO Smoking' Signs / H&S Signs etc on display? (Y/N)	
Has a thorough procedure for the purge been written and recorded? (Y/N) YES		Have all persons within the area of the purge been informed? (Y/N)	
Have all valves leading directly to and from the pipe section been adequately labeled? (Y/N) NO		Is suitable Fire Protection Equipment available? (extinguishers etc) (Y/N)	
Will Nitrogen Gas be used for an indirect purge? (Y/N) NO		If 'Yes' Have all cylinders been checked for correct content? (Y/N)	
Is the gas detector/oxygen device safe and to current standards? (Y/N) YES		Do you have access to a 'two way' communication device? (Y/N)	
Are electrical bonds fitted where appropriate? (Y/N) ONGOING			
Calculate Purge Volume	Gas Meter (m³) NO Meter	Pipework, Fittings etc (m³) 0.2145	Total Volume of Installation (m³) 0.2145
Results	Final test reading of purge - (0% or LFL%) 1.7	PASS PASS	Comments: Pipework only
Work Undertaken (tick)	Tightness Test <input type="checkbox"/>	Strength Test <input type="checkbox"/>	Purge <input checked="" type="checkbox"/>

I have completed all works described on this form. All works have been completed according to Gas Safety (Installations and Use) Regulations and current industry standards and procedures

Gas Safe Engineer Signature: [Signature] Print: Jason Crowley Date: 29-7-15 Received by:

UNSAFE GAS INSTALLATION IDENTIFIED

I have completed all works described on this form. All works have been completed according to Gas Safety (Installations and Use) Regulations and current industry standards and procedures.

An unsafe gas installation has been identified, a responsible person advised and a Warning/Advice Notice has been issued.

Gas Safe Engineer Signature: Print: Date: Received by:



Pipework Test Results

Gas Type = Natural Gas

Pipe Material = Steel

Initial Pipe = 100 mm x 21 m

Pipe Section 2 = 40 mm x 4 m

No Meter being tested

Tightness Test Gauge = Electronic(1 dp) 0-200 mbar

New pipework: OP = 21 MOP = 21 MIP = 75

RESULTS:

A pneumatic strength test of 82.5 mbar is required

A hydrostatic test would not usually be necessary up to 2000

mbar

(see IGEM UP/1 for details)

Stabilisation Time = 5 mins

Strength Test Pressure = 82.5 mbar

Strength Test Time = 5 mins

Maximum permitted pressure drop = 16.5 mbar

Shortened Tightness Test - Tightness test immediately follows

strength test

Tightness Stabilisation = 5 mins

Tightness Test Pressure = 21 mbar

Tightness Test Time = 8 mins

Note: It is also acceptable in IGEM UP/1 to do a tightness check at t

strength test pressure and avoid the tightness gauge stabilisation

UP/1A Note

IF Pipe volume is less than 1 cubic metre

And the pipe diameter not greater than 150 mm

And the MOP not greater than 40 mbar

The minimum tightness test stabilisation time can be 6 minutes or the test time if longer

Add Client Data and
Print Results

Calculate
Purge Times



Purge Time Calculator

Largest Section Diameter to be purged

100 mm

N.B. Pipe data is automatically entered in the pipe test form prior to accessing the purge time calculator

Minimum Purge Flow Rate

20 m³/h

Purge Volume

0.29 m³

Is there a meter in the pipework to be purged?

No

Meter Type

- select -

Diaphragm Meter

Diaphragm

Meter Length (mm)

Purge Hose Length (m)

25

Purge Hose Diameter (mm)

50

Purge Time

2 mins

Meter Volume

0 m³

Purge Hose Volume

0.074 m³

To print the calculated pipe test results and purge calculations click return and then View Results and enter client details

Declaration of Conformity and Completed Installation

Name of installation company		JS WRIGHT AND CO LIMITED			
PAS ¹ certification no.	N/A	Green Deal accreditation number ²	N/A		
Customer's full name		THE ROYAL BOROUGH OF KENSINGTON AND CHESEA TENANT MANAGEMENT ORGANISATION LTD			
Contact phone number	020 8964 6064	Email address	[REDACTED]@KCTMO.ORG.UK		
Address/es of measure installation (Inc. UPRN where available)		GRENfell TOWER, GRENfell ROAD, LONDON, W11 1TQ - SEE ATTACHED <small>If multiple premises: The number of premises must be stated here along with the file name of the multiple premises spreadsheet. Each premises covered by this form must have the same measures installed and the same landlord. The multiple premises spreadsheet must be attached and include the address and the information listed in the Measure Section below for those additional premises.</small>			
Measure Section: Select measure type	PAS ¹ annex	Product details: manufacturer, name, serial number e.g. Insulation Inc, ECO therm, 123-45678	100% installed ³	Date installed dd/mm/yyyy	Date of handover dd/mm/yyyy
Cavity wall insulation	B1		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Draught proofing	B2		<input type="checkbox"/> Yes <input type="checkbox"/> No		
External wall insulation	B4		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Flat roof insulation	B5		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Room in roof insulation	B10		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Internal wall insulation	B8		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Virgin loft insulation	B9		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Please select (✓) the relevant ⁴ finish depth (mm): <input type="checkbox"/> <250 ⁵ <input type="checkbox"/> 250 <input type="checkbox"/> 270 <input type="checkbox"/> 300 <input type="checkbox"/> 350 <input type="checkbox"/> ≥400					
Top-up loft insulation	B9		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Please select (✓) the relevant ⁴ start depth (mm): <input type="checkbox"/> 12 <input type="checkbox"/> 25 <input type="checkbox"/> 50 <input type="checkbox"/> 75 <input type="checkbox"/> 100 <input type="checkbox"/> 150 <input type="checkbox"/> >150 ⁶					
Please select (✓) the relevant ⁴ finish depth (mm): <input type="checkbox"/> <250 ⁵ <input type="checkbox"/> 250 <input type="checkbox"/> 270 <input type="checkbox"/> 300 <input type="checkbox"/> 350 <input type="checkbox"/> ≥400					
Loft insulation (rafters)	B10		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Boiler replacement	C2		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Heating controls	C6		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Non-gas boiler replacement			<input type="checkbox"/> Yes <input type="checkbox"/> No		
Electric storage heaters	D1				
Please select (✓) the number of ESH at property: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> Other:					
Please select (✓) the number of ESH replaced/repairs: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> Other:					
Other:		✓ DHS: DISTRICT HEAT UPGRADE		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
The installation of [energy efficiency measure] <u>DHS: GAS BOILER UPGRADE AND</u> <u>DHS: HEAT METERS</u> at [location of installation] <u>GRENfell TOWER, GRENfell ROAD, W11 1TQ</u> and handed over on [date (dd/mm/yyyy)] _____ has been undertaken by [name of installer] <u>JS WRIGHT AND CO LTD</u> using an installation process complying with PAS 2030:2014, including Annex(es) [insert references to relevant measure-specific Annex(es)] <u>INSTALLED UNDER</u> <u>ECO: COMPLIANT WITH REQUIREMENTS OF BUILDING REGS PART L</u> or [*delete as appropriate]* MCS 001:2014, MCS 023:2014 and MIS 3001:2014* (for Solar Thermal), * or MIS 3002:2013 (for Solar PV) * or MIS 3004:2013 (for Biomass) * or MIS 3005:2014 (for Heat Pumps).					
The declaration on the following page is required to confirm conformity to the Publicly Available Specification as referenced in the ECO: Guidance for Suppliers and PAS 2030:2014, and should be signed by both the installer and the customer (owner/occupier/ tenant) or landlord (where multiple premises) on completion and handover of the energy efficiency measure.					

Installer Declaration⁷ (to be completed on site)

✓ Please confirm all the statements below by ticking and signing below:

- ☒ The installation date(s) recorded next to the measure(s) described on the previous page or on the attached spreadsheet is/are true and correct.
- ☒ The handover included copies of all relevant warranties, manuals and, where applicable, verbal instructions were given on how to use and maintain the product.

For virgin loft insulation measures only:☐ I can see that there is a virgin loft declaration secured in the loft, near the loft hatch.

For any measures where less than 100% was installed please provide further information below.

Detailed reasons for installing less than 100% of the measure (including % installed and photos attached/uploaded to verify where possible)



Full name of operative * JASON CHARLES CROWLEY

Operative signature * [Signature]

Date: / /

Company name & address JS WRIGHT AND CO LTD, ATLAS BUILDING, 16 PORTLAND STREET, BIRMINGHAM.

Post code B6 5RX

Telephone number *

Email address *

Customer Declaration

✓ Please confirm all the statements below by ticking and signing below:

- ☒ The installation date(s) recorded next to the measure(s) described on the previous page or on the attached spreadsheet is/are correct.
- ☒ The installer has, where applicable, demonstrated and explained the use of any equipment and provided operating instructions and system documentation for the installed measure(s) described on the previous page.
- ☒ To the best of my knowledge, I am satisfied that the works are complete and that the installation(s) was/were completed to an acceptable standard.

If I have requested less than 100% of the measure to be installed, I confirm that the reason why I requested part of the work not to be done was:

Customer details	Occupier <input type="checkbox"/> Landlord <input type="checkbox"/> Managing Agent <input checked="" type="checkbox"/>	Name of company or managing agent ROYAL BOROUGH OF KENSINGTON AND CHELSEA TENANT MANAGEMENT ORGANISATION LTD
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Customer print name *

Customer signature¹⁰ *

Date: / /

Subsidies are provided by ECO obligated energy suppliers. Their contact details are available at www.ofgem.gov.uk/eco

⁷ The Publicly Available Specification (PAS 2030:2014) sets out requirements for the installation of energy efficiency measures (EEM) in existing buildings and is intended for use by any entity undertaking the installation of any products and/or systems designed to improve the energy efficiency of existing buildings. This PAS includes requirements in respect of installation processes, process management and service provision and includes criteria relating to installation methods, equipment, tools, product or system and material suitability, the commissioning of installed measures and the training, skills and competence of the people undertaking such installation.

⁸ As appears on Green Deal ORB (when this is different to the PAS Certification number e.g. GDPA number).

⁹ 100% of the area relevant to that measure type has been installed. If you have answered no for any of the measure types please ensure that you have filled in the relevant part of the installer declaration.

¹⁰ Actual measurements may need to be rounded to align with RdSAP assessment options.

¹¹ Must still meet building regulations and cannot support a secondary measure.

¹² Cannot support a secondary measure

¹³ To be completed by the qualified operative who completes the installation in accordance with PAS. One measure type per form unless the same qualified operative completes the installation of all measures on the same day.

¹⁴ Including Social Housing Providers.

¹⁵ Landlord's authorised property management agent.

¹⁶ If you are signing on behalf of the customer you must not be the installer, energy supplier or any other party in the supply chain responsible for this measure. By signing this, you do not sacrifice any rights to remedy.

THE GRENFELL TOWER INQUIRY

EXHIBIT JSW16

This is the Exhibit marked “JSW16”
referred to in the Position Statement
of J S Wright & Co. Limited

J S WRIGHT & CO LTD

The Atlas Building
Portland Street
Birmingham
B6 5RX
Tel : 0121 322 4000
Fax: 0121 322 4001

Order Number	JW/28418/9497
Date	11/05/2015
Raised By	CW
Date Required	ASAP

Contract -Grenfell Tower Refurbishment, Kensington, London

Supplier	Please Deliver to the following site....
Fans Direct (NUAIRE) Western Industrial Estate Caerphilly CF83 1NA Tel: 08705 121400 Fax: 08705 121444	c/o Rydon Maintenance Grenfell Tower Grenfell Road Notting Hill London W11 1TQ

Order Details

Qty	Catalogue No	Description	Unit Price	Total
120.00	CYFAN-C	Nuaire Cyfan Kitchen/Bathroom Extract Fan	£95.00	£11,400.00
120.00	CYFAN-WKIT	Window Kit for Cyfan	£15.00	£1,800.00
1.00		Packing and Transport	£528.00	£528.00

Order Value	£13,728.00
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All delivery notes must be signed for by a JSW employee.
Please send a fully priced order confirmation back to our offices at the above address without fail.

Remarks	JS Wright Internal use only
<p>All deliveries to be accepted and signed for by J S Wright personnel. Deliveries can only be made between the hours of 09.30-1400hrs Monday to Friday.</p> <p>Site contacts: Richard Moss [REDACTED]</p> <p>In accordance with the Principal Contractor's instructions, please ensure your delivery driver is in possession of the Site Traffic Management Plan when making deliveries.</p>	

This order is place in accordance with JS Wright & Co Ltd's standard terms and conditions.
A copy of which is available on request