





## W2 FRA – Grenfell Tower – Process 269274 20<sup>th</sup> June 2016

### Work Finder – Work Finder

**Work Finder**


 Work Finder... Note Finder... Document / Call Finder...


**Query** **Results**

**Query** **Reset**

Max Rows:

**Worktray**

Group Trays:  

User Trays:  

**Stage Details**

**Batch Details**


**Process Details**

Process Number:



Call Audit Number:



Process Status:

Reference Type:

Process Name:  

Process Category:

Process Start Date:   

Process Due Date:   

Doc Details:

Contact Details:

Process Comment:

Initial Document Number:

Parent Process:

Sub Process Status:

SQL:

**Application Specific Details** **Application** ☐ Save Preference

### W2 Search Results:

The **View** option changes the details displayed (All Data, Basic, Basic 2, Detail, Standard)

Query Results				
Order View Select All Bulk Action Export				
Process	Stage	Type	Started/Due	Notes
<b>General Filing</b>	Closure Stage	Action	Wednesday 31st Aug 2016	Level 3 Grenfell Tower, Grenfell Road, London W11 1Tq 2016.06.20
HS Fire Risk Assessment 			Thursday 01st Sep 2016	

Double clicked on yellow highlighted area to open the folder – 2 windows open overlayers

Process Stage – Closure Stage details are read only

HS Fire Risk Assessment (view only - Process is Complete)

DetailsHistoryClosure Stage

Closure Stage

No instructions have been provided

Check List

✓

Is all the information correct and can the process can be closed? (Janice Wray, 31-Aug-16 18:42) Answer: Yes

Actions

●

View Action Plan Details (Janice Wray, 31-Aug-16 18:42)

●

View Process Notes

●

View Evidence/Documentation Relating to Completion of Risk Action

Process

✕

Complete Process

Process Stage – History – shows all stages

In the **Process Started** stage there is a link (click here to view) but was unable to use it as the screen was read only.

DetailsHistoryClosure Stage

● Ascending ● Descending ● Show All ● Select:

Send To Excel

Process Completed

Janice Wray Wednesday 31st Aug 2016 18:42:55

Process completed

Process Change

Janice Wray Wednesday 31st Aug 2016 18:42:40

Stage Due Date changed from 29/08/2016 15:53:42 to 01/09/2016 18:42:25

Stage Change

Janice Wray Wednesday 31st Aug 2016 18:42:40

Process moved from stage "High Priority Stage" to "Closure Stage"

Stage Reassigned

Cyril Morris Monday 08th Aug 2016 15:53:52

Stage reassigned From Cyril Morris (CMORRIS) to Janice Wray (JWRAY)

Stage Due Date changed from 09/08/2016 15:44:40 to 29/08/2016 15:53:42

Stage Change

Cyril Morris Monday 08th Aug 2016 15:53:52

Process moved from stage "Log Action Plan" to "High Priority Stage"

Process Change

Cyril Morris Monday 08th Aug 2016 15:53:52

Stage Due Date changed from 09/08/2016 15:44:40 to 29/08/2016 15:53:42

Process Started

Cyril Morris Monday 08th Aug 2016 15:44:40

HS Fire Risk Assessment process started at stage "Initial"

Process started by Cyril Morris (Click here to view)

Document Description: Manual Process

Process - Details

DetailsHistoryClosure Stage

Process:HS Fire Risk Assessment

Started:Monday 08th Aug 2016 15:44

Due:Saturday 04th Feb 2017 15:44

Process Status:Completed

Completed By:Janice Wray

Completed On:Wednesday 31st Aug 2016 18:42

Map:Health & Safety Fire Risk Assessment

Status:Development

Version:161

Live:No

Reference:Level 3 Grenfell Tower, Grenfell Road, London W11 1Tq 2016.06.20

Reference Type:General Filing

Ref Code:24314Section

Comment:

New Documents:

Last Modified:

Date:Wednesday 31st Aug 2016 18:42

By User:Janice Wray

Other Details:

Process No:269272

Stage Handler:classes::worktray::proc::mapproc

Initial Document Number:748118

Folder Options



LEVEL 3 Grenfell Tower

View Options Standard Actions

Manual Process, 08 Aug 2016 (L)

13 Grenfell Tower, Grenfell Road, London W11 1Tq 2016.06.20

ower, Grenfell Road, London W11 1Tq 2016.06.20

Completed Processes

Click the arrow to the left of each Action Plan dated 31<sup>st</sup> August 2016 18:43 to locate and view the details.

Fire Risk Action Plan ( 1 occurrence, last modified 7th September 2016 12:32:51 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 19:41:11 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 19:30:54 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 19:28:37 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 19:22:08 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 19:20:22 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 19:18:16 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 19:14:48 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 19:00:34 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 18:58:46 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 18:56:56 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 18:55:43 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 18:49:39 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 18:45:24 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 18:43:44 )
Fire Risk Action Plan ( 1 occurrence, last modified 31st August 2016 18:42:23 )
Fire Risk Action Plan ( 1 occurrence, last modified 16th August 2016 15:53:20 )

Item Number 0 in W2 matches details on Word & Excel Grenfell FRA Actions

View Fire Risk Action Plan Data

Modified 08/08/2016 16:05:07 by CMORRIS

**Actions Required**

Item Number: 0

Block: GRENFELL TOWER GRENFELL ROAD

Priority: Information Only

Category: Miscellaneous

Identified Risk or Hazard: The layout floor level drawings of this building now do not reflect the building layout after the recent construction work has been undertaken.

Action to be Taken: I would recommend that the buildings floor level drawings are updated.

Who will carry out the action?: DW to provide for forwarding to Fire Risk assessors/W/

Who will carry out the action?: Janice Wray

What team are they from?: Health and Safety

Actions Due Date: 06/02/2017

**Actions Taken**

Please enter your response to the above risk or hazard:

Date Completed:

Is this action fully or partially completed?:



Modified 31/08/2016 18:43:44 by JWRAY

**Actions Required**

Item Number	D
Block	GRENELL TOWER GRENELL ROAD
Priority	Information Only
Category	Miscellaneous
Identified Risk or Hazard	The layout floor level drawings of this building now do not reflect the building layout after the recent construction work has been undertaken.
Action to be Taken	I would recommend that the buildings floor level drawings are updated. CW to provide for forwarding to Fire Risk assessor/W
Who will carry out the action?	Janice Wray
What team are they from?	Health and Safety
Actions Due Date	06/02/2017

**Actions Taken**

Please enter your response to the above risk or hazard	Drawings provided to Fire Risk Assessor by Claire Williams
Date Completed	31/08/2016
Is this action fully or partially completed?	Fully Completed