


W2 FRA – Grenfell Tower – Process 269282

Work Finder – Work Finder



Work Finder

Work Finder...

Note Finder...

Document / Call Finder...

Query

Results

Query

Reset

Max Rows:

+ Worktray

+ 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:

Completed By

Completed On

»

▼

Parent Process:

Sub Process Status:

SQL:

+ Application Specific Details

Application

☐ Save Preference

## 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
General Filing	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 overlayed

## Process Stage – Closure Stage details are read only

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

Details History Closure 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 19:41) Answer: Yes

**Actions**  

- View Action Plan Details (Janice Wray, 31-Aug-16 19:41)
- 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.

HS Fire Risk Assessment

(view only - Process is Complete)

Details

History

Closure Stage

Ascending

Descending

Show All

Select:

Send To Excel

Process Completed

Janice Wray

Wednesday 31st Aug 2016 19:41:44

Process completed

Process Change

Janice Wray

Wednesday 31st Aug 2016 19:41:18

Stage Due Date changed from 07/09/2016 19:40:20 to 01/09/2016 19:41:15

Stage Change

Janice Wray

Wednesday 31st Aug 2016 19:41:18

Process moved from stage "Return Stage" to "Closure Stage"

Process Change

Janice Wray

Wednesday 31st Aug 2016 19:40:37

Stage Due Date changed from 17/08/2016 14:45:20 to 07/09/2016 19:40:20

Stage Change

Janice Wray

Wednesday 31st Aug 2016 19:40:37

Process moved from stage "Closure Stage" to "Return Stage"

Note Added

Janice Wray

Wednesday 31st Aug 2016 19:40:14

(Type: General Notes, Security Category: Low) update

Stage Reassigned

Janice Wray

Wednesday 31st Aug 2016 19:34:31

Work picked up from "H&S Fire Risk Assessments" Group by Janice Wray (JWRAY)

Stage Change

Claire Williams

Tuesday 16th Aug 2016 14:45:22

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

Process Change

Claire Williams

Tuesday 16th Aug 2016 14:45:22

Stage Due Date changed from 29/08/2016 16:17:14 to 17/08/2016 14:45:20

Stage Reassigned

Claire Williams

Tuesday 16th Aug 2016 14:45:22

Stage reassigned From Claire Williams (CLWILLIAMS) to "H&S Fire Risk Assessments" Group  
Stage Due Date changed from 29/08/2016 16:17:14 to 17/08/2016 14:45:20

Document Received (External file)

Claire Williams

Tuesday 16th Aug 2016 14:45:18

PO HS - In Attachment - Fire Risk Evidence (Click here to view)

Document Received (External file)

Claire Williams

Tuesday 16th Aug 2016 14:45:15

PO HS - In Attachment - Fire Risk Evidence (Click here to view)

Stage Reassigned

Cyril Morris

Monday 08th Aug 2016 16:17:34

Stage reassigned From Cyril Morris (CMORRIS) to Claire Williams (CLWILLIAMS)  
Stage Due Date changed from 09/08/2016 16:15:42 to 29/08/2016 16:17:14

Stage Change

Cyril Morris

Monday 08th Aug 2016 16:17:34

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

Process Change

Cyril Morris

Monday 08th Aug 2016 16:17:34

Stage Due Date changed from 09/08/2016 16:15:42 to 29/08/2016 16:17:14

Process Started

Cyril Morris

Monday 08th Aug 2016 16:15:42

HS Fire Risk Assessment process started at stage "Initial"  
Process started by Cyril Morris (Click here to view)  
Document Description: Manual Process

## Process - Details

HS Fire Risk Assessment

(view only - Process is Complete)

Details

History

Closure Stage

Process:

HS Fire Risk Assessment

Started:

Monday 08th Aug 2016 16:15

Due:

Saturday 04th Feb 2017 16:15

Process Status:

Completed

Completed By:

Janice Wray

Completed On:

Wednesday 31st Aug 2016 19:41

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 19:41

By User:

Janice Wray

Other Details:

Process No:

269282

Stage Handler:

classes::worktray::proc::mapproc

Initial Document Number:

748130

## Folder Options

View
Options
Standard Actions

Manual Process, 08 Aug 21
Main Details

Options...
Document History
Export

Manual Process - HS Fire Risk Assessment

This Process was started manually by  
Cyril Morris on 08/08/2016 16:15:42

## Main Details

View
Options
Standard Actions

Main Details
Manual Process, 08 Aug 2016 [1]

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

Folder Name Grenfell Tower, Grenfell Road, London W11 1Tq 2016.06.20

+ Active Processes

- Completed Processes

Process	Completed	Status
HS Fire Risk Assessment	09 Dec 2016	Completed
HS Fire Risk Assessment	13 Mar 2017	Completed
HS Fire Risk Assessment	07 Nov 2016	Completed
HS Fire Risk Assessment	09 Dec 2016	Completed
HS Fire Risk Assessment	05 Jun 2017	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	24 May 2017	Completed
HS Fire Risk Assessment	19 Oct 2017	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	09 Dec 2016	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	15 Jun 2017	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	09 Dec 2016	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	19 Oct 2017	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	19 Oct 2017	Completed
HS Fire Risk Assessment	15 Jun 2017	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	19 Oct 2017	Completed
HS Fire Risk Assessment	13 Mar 2017	Completed
HS Fire Risk Assessment	09 Dec 2016	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed
HS Fire Risk Assessment	13 Mar 2017	Completed
HS Fire Risk Assessment	13 Mar 2017	Completed
HS Fire Risk Assessment	19 Oct 2017	Completed
HS Fire Risk Assessment	18 Jan 2017	Completed
HS Fire Risk Assessment	26 May 2017	Completed
HS Fire Risk Assessment	31 Aug 2016	Completed

- Documents

Document Type	Document Title	Creation Date	Indexing Date	Dir	Source	CC	User
PD HS - In Attachment - Fire Risk Evidence	1279 SEA (08) 100 Rev 07 - Fire Access	16/08/2016 15:37:53	16/08/2016 15:37:53	In	External file		Claire Williams
PD HS - In Attachment - Fire Risk Evidence	112 Grenfell and flat front door	16/08/2016 15:34:08	16/08/2016 15:34:08	In	External file		Claire Williams
PD HS - In Attachment - Fire Risk Evidence	Fwd flue gas readings.	16/08/2016 14:45:18	16/08/2016 14:45:18	In	External file		Claire Williams
PD HS - In Attachment - Fire Risk Evidence	Fwd flue gas readings.	16/08/2016 14:45:15	16/08/2016 14:45:15	In	External file		Claire Williams

- Notes

There are no notes

Go to **View** and select **Data Forms** to open the list of Action Plans and locate Item 4. Used Comp Date on Excel spreadsheet to identify relevant Action. In this instance I had to open every Action dated 31/8/2016 to find Item 4.



View	Options	Standard Actions
Details	Manual Process, 08 Aug 2016 (L)	
Hierarchy	3 Grenfell Tower, Grenfell Road, London W11 1Tq 2016.06.20	
Data Forms		
Audit	ower, Grenfell Road, London W11 1Tq 2016.06.20	
Exit		

Completed Processes

Click the arrow to the left of each Action Plan dated 31.8.2016 19:41:11 to locate view the Action 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 )

Item Number 4 on W2 Action

View Fire Risk Action Plan Data	
Modified 16/08/2016 14:30:51 by CLWILLIAMS	
<b>Actions Required</b>	
Item Number	4
Block	GRENELL TOWER GRENELL ROAD
Priority	High
Category	Boiler
Identified Risk or Hazard	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.
Action to be Taken	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.
Who will carry out the action?	Claire - we agreed that you would check with Rydons whether the new technology has superseded this requirement
What team are they from?	Claire Williams
Actions Due Date	A & R Project Management
	05/09/2016
<b>Actions Taken</b>	
Please enter your response to the above risk or hazard	Documents attached. In O&M manual - not in basement.
Date Completed	16/08/2016
Is this action fully or partially completed?	

Close History

View Fire Risk Action Plan Data

Modified 31/08/2016 19:41:11 by JWRAY

Actions Required

Item Number

4

Block

GRENFELL TOWER GRENFELL ROAD

Priority

High

Category

Boiler

Identified Risk or Hazard

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.

Action to be Taken

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.

Who will carry out the action?

Claire Williams

What team are they from?

A & R Project Management

Actions Due Date

05/09/2016

Actions Taken

Please enter your response to the above risk or hazard

Documents attached. In O&M manual - not in basement.

Date Completed

16/08/2016

Is this action fully or partially completed?

Fully Completed

Close

History