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**From:** [REDACTED]  
**Sent:** 29 January 2016 15:33  
**To:** Steve Blake  
**Cc:** cwilliams@kctmo.org.uk  
**Subject:** Re: Grenfell FRA meeting

Steve the list of items as discussed this morning. See you on Thursday next week at 2 at Grenfell

Regarding any fire stopping, I have copied Claire into this e mail, I would like to think that if you find any areas where there is poor fire stopping or the fire stopping has been compromised by workmen in the past, say within the boarded off areas on the flat/lift lobby areas that the TMO will ask you to reinstate the fire stopping as you find it.

Carl

Please note this is a single staircase building and fire exit signage is not required in single staircase buildings.

The ventilation system of the lift lobby areas, including the control panel, how does system work etc

The manual switches located on each lift lobby area, for the smoke vents on that floor level

The positioning of the dry riser inlet

The installed fire alarm system on the lift lobby areas and the landing to activate the ventilation system

The positioning of the fire alarm panel

Which areas are connected to the fire alarm panel, ie Boxing Club etc

The positioning of the smoke control panel of the figure blocks which was located in the old ground floor office of Grenfell

The lift lobby area to staircase doors which because of the badly fitting of the cold smoke seals are now not complaint fire rated doors.

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