

**Fire Safety Information to Residents.**

Dear Residents,

We have always carried out Fire Risk Assessments (FRA's) on all Queen Mary buildings, which enable us to identify and track any remedial works that are required; however, as residents within our buildings, recent changes to fire safety legislation require us to share additional fire safety details with you.

There are some key points we need to communicate to you and the page below provides this detail and explains how they impact you.

The significant findings listed below, identify improvements that should be made to the fire safety systems and arrangements in place to enhance protection. Each of the findings are allocated to the appropriate owner and tracked via our fire safety tracker (MySafety) to ensure that the appropriate action is taken within a reasonable timeframe.

Please note, that whilst it is important for us to provide this information to you, it does not mean you are at any greater risk of injury, or that the building is unsafe.

If you have any questions or concerns about this, please contact: Residential Services using [residentialfeedback@qmul.ac.uk](mailto:residentialfeedback@qmul.ac.uk)

QMUL Fire Safety Team

**Required information to Residents**

**Building Name:** LINDOP HOUSE

1. Fire Risk Assessment Findings:

Outstanding Actions (as of 01/07/2024):

*Please note that by the time the document is issued, some of the recommended actions may have been completed.*

Action Ref.	Recommended improvement	What this means to you
18.1	Section 4.3.2 of the Fire Strategy Report (by Affinity Fire Engineering (UK) Ltd, dated 01/05/2019) makes recommendations to relocate IT Comms equipment providing a high fire risk, which currently occupies the ground floor cupboard marked D.14. Remove all IT Comms equipment from D.14.	IT equipment can pose a higher risk of fire starting within the location, hence locating adjacent to protected escape staircases is not recommended. Works are needed to consider relocating to another space. <b>It's important that you follow the procedures and leave the building on sound of fire alarm without undue delay.</b>
21.2	A fire safety signage assessment should be carried out (in accordance with BS 5499 Safety Signs) to ensure that areas that present hazards (plant room, lift motor room, distribution board cupboards) have an adequate and accurate provision of signage.	To allow for quick and easy identification of areas containing hazardous equipment. These areas are always on restricted access by authorised staff.
26.1	Ensure nominated staff receive suitable training and refresher training to safely use portable firefighting equipment.	Action currently in progress. This training is provided to campus security who respond to all fire alarm signals. <b>Fire action for student residents is to raise alarm, evacuate the premises and call 999 if they discover a fire.</b>
29.1.R1	Confirm arrangements to ensure annual fire door checks of all flat entrance doors that lead onto a buildings common parts are carried out in accordance with Fire Safety England Regulations 2022.	This is to provide assurance that fire doors fitted in your accommodation are in good condition and working order. <b>If you notice any damage to your door or it's not self-closing, you should report to:</b> <a href="mailto:residentialfeedback@qmul.ac.uk">residentialfeedback@qmul.ac.uk</a>

2. Fire Safety Measures:

There is an assortment of fire safety arrangements in your building focusing on preventing a fire from happening and to protect you. Preventative measures include managing the housekeeping, maintenance, and controlling ignition sources. Protective measures include the fire alarm system, fire extinguishers, emergency lighting, fire doors throughout your building, and knowing what to do in the event of a fire.

3. Name and address of the Responsible Person at QMUL:

The person ultimately responsible for fire safety is Professor Colin Bailey. Although any day-to-day comments or concerns should be raised with the Residential Services Team, located at the Mile End Road Campus, London E1 4NS.

4. The identity of the person who has undertaken this Fire Risk Assessment:  
The most recent fire risk assessment carried out on your building on 05/10/2023 and was carried out by QMUL Senior Fire Safety Adviser- Natalie Parchment.
  
5. The identity of the competent persons nominated to implement firefighting measures (fire extinguishers):  
There are fire extinguishers located around your building, the campus security team are trained to use them and respond to fire alarm activations on campus, they are on site 24 hours a day.
  
6. Any relevant fire safety information that has been identified by other Responsible Persons in the building:  
  
This is not applicable, as the only Responsible Persons for your building are Queen Mary University of London.