

**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: MAYNARD 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
4.	The standard of fire stopping observed in the sampled riser cupboards, ceiling voids and storerooms, examining the fire stopping of service penetrations was generally of a reasonable standard. However, due to the number of penetrations found, it is recommended that a full compartmentation survey is undertaken, and remedial works completed.	Buildings are divided by “compartment” lines (walls/ floors/ ceilings) which stop the smoke and fire from spreading. Fire risk assessor has identified some issues and recommends survey to identify all potential problems and advise appropriate action to fix them.  As a mitigation measure, your building is provided with automatic fire detection - it’s important that you follow the procedures and leave the building on sound of fire alarm without undue delay.
11.1.R1	Confirmation is required that periodic PAT of Portable electrical equipment is carried out in the Cleaning Services office as items were labelled as being tested in July 2020.	This item relates to non-residential area and serves as a fire prevention measure. Confirmation has been requested for assurance of electrical equipment in good condition and not posing a fire risk.
21.1.R1.	A fire safety signage assessment should be carried out (in accordance with BS 5499 Safety Signs and BS EN ISO 7010) to ensure that areas that present hazards have an adequate and accurate provision of signage. This should include replacing faded 'No Smoking' signs, plant room danger hazard signs and fitting directional signage at the base of each stair core in the ground floor lift lobbies.	Fire safety signage is installed in your building, to provide you with instruction, direction or warning where necessary. There are some inconsistencies in emergency signage provisions and a wider programme of works to review or replace safety signage across the campuses is currently under way.
30.4.R1	Confirm C2 hazards raised during the ECIR inspection (DJSG027161 - 19/09/2022) have been remediated by a competent person.	Action in progress.  This action comes from an electric inspection report, and it highlights any works that require remedial action once the report is produced.

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 review was carried out on your building on 11/12/2023 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.