



## ADMIRALTY QUARTER (PORTSMOUTH) MANAGEMENT LTD

### IMPORTANT NOTICE TO ALL RESIDENTS

PLEASE FIND ATTACHED THE CURRENT **FIRE ACTION NOTICE** IN THE UNFORTUNATE EVENT OF A FIRE IN YOUR APARTMENT- PLEASE ENSURE YOU FULLY UNDERSTAND THE CONTENT AND KEEP IT TO HAND OR STICK IT ON THE BACK OF YOUR FRONT DOOR.

#### **PLEASE ACTION THE FOLLOWING FROM THE 2017 FIRE RISK ASSESSMENT:**

##### **APARTMENT FRONT DOORS**

- CHECK MINIMUM 30 MINUTE FIRE RESISTANT (DETAILS STAMPED ON TOP EDGE/LEAF OF DOOR- IE: FD 30).
- CHECK DOOR SELF-CLOSES FULLY INTO FRAME UNAIDED.
- CHECK DOOR/FRAME FITTED WITH INTUMESCENT HEAT & SMOKE SEALS.
- IF YOUR DOOR "FAILS" ANY OF THE ABOVE, GET IT REPAIRED IMMEDIATELY.

##### **INSIDE APARTMENTS**

- TEST SMOKE & HEAT ALARMS WEEKLY- CHANGE BACK-UP BATTERIES REGULARLY.
- SEEK ADVICE ABOUT INSTALLING FIRE BLANKETS IN KITCHEN IN LINE WITH CURRENT GUIDANCE.

##### **COMMUNAL AREAS**

COMMUNAL HALLWAYS, LANDINGS AND STAIRWELLS MUST BE KEPT CLEAR AT ALL TIMES. THE COMMUNAL RISER CUPBOARDS ARE NOT FOR THE USE OF RESIDENTS.

##### **RESIDENTS NEEDING HELP IN THE EVENT OF AN EMERGENCY**

THOSE WHO NEED HELP, PLEASE PROVIDE THE MANAGING AGENTS WITH APARTMENT ADDRESS AND REASON, SO THE FIRE FILE CAN BE UPDATED. PLEASE CONTACT DANIELLS HARRISON ON 01329 221199 OR EMAIL DETAILS TO [manager@aqportsmouth.co.uk](mailto:manager@aqportsmouth.co.uk)

**EACH APARTMENT AND COMMUNAL AREA IS DESIGNED AS A SEPARATE COMPARTMENT TO CONTAIN A FIRE FOR A MINIMAL PERIOD OF TIME- FAILURE TO TAKE SENSIBLE PRECAUTIONS AS ABOVE WILL COMPROMISE THE DESIGNED FIRE STRATEGY AND THEREFORE, THE SAFETY OF RESIDENTS.**

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