

ACTION PLAN FOLLOWING FIRE RISK ASSESSMENT JANUARY 2009  
ST ANNE'S HOUSE BELFAST  
Update 07 August 2009

	ACTION REQUIRED	STATUS / IMPLEMENTATION DATE	LEAD RESPONSIBILITY	COMPLETED
11.	Existing smoke detector in third floor kitchen to be changed to a heat detector	Order placed – reminder issued 06/08/09. Terry McIlmail from DFPNI Properties Division called 7/08/09, heat detector to be installed by 14/08/09	Peter Mullan	11/8/09

There were 13 action points noted on the plan, 12 have been satisfactorily completed – the above remains outstanding.

Reminder issued to all staff in St. Anne's House to remove waste and unnecessary obstructions from hallways, foyers, stairwells and offices by Friday 21<sup>st</sup> August to facilitate review visit by Fire Officer in September 2009.