

| Fire Emergency Plan                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| Management company                                                                    | Residential Management Group Ltd                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Site address incl. postcode                                                           | 1-75 Moore House, Harrow, HA1 2RP                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Managing agents                                                                       | Residential Management Group: Tel- 0345 002 4444                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Effective date of Emergency plan                                                      | June 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| In the event of Fire                                                                  | Action                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| How people will be warned if there is a fire.                                         | Independent smoke detection and warning system should be fitted within each flat that will provide warning within the single flat only.<br>A fully automatic detection system is fitted in the communal areas.                                                                                                                                                                                                                                                   |
| If a fire breaks out in your home                                                     | Verbally raise the alarm by shouting "Fire".<br>Warn all persons within your apartment and leave together.<br>Where possible turn off your cooker or oven.<br>Where possible close windows and doors, especially the front door.<br>Do not attempt to put out the fire.<br>Do not put yourself at risk.<br><b>Do not use the lift.</b><br>Leave the building by the nearest available exit and move a safe distance from the building.<br>Call the fire service. |
| If you see or hear of a fire in another part of the building                          | The building is designed to contain a fire in the apartment where it starts. This means it will usually be <b>safer for you to stay in your flat</b> if the fire is elsewhere.<br>Ensure your entrance door is fully closed.<br>You must leave immediately if smoke or heat affects your home, or if you are told to do so by the fire service.<br>If you are in any doubt, get out and move a safe distance from the building.<br><b>Do not use the lift.</b>   |
| Hearing the alarm (relevant persons who may be elsewhere in the building)             | Evacuate the building by the nearest available escape route and move a safe distance away from the building. Do not use the lift.<br>If you have visitors or contractors with you, instruct them to follow you.                                                                                                                                                                                                                                                  |
| How will the emergency services be notified and who is responsible                    | The person finding the fire will dial 999 or 112.<br>When the operator answers, give your telephone number and ask for FIRE.<br>When the fire service replies give the address where the fire is (see above)<br>Do not end the call until the fire service has repeated the address correctly.                                                                                                                                                                   |
| Arrangements for the safe evacuation of people identified as being especially at risk | Details of any persons with special needs maybe kept near the entrance for easy identification by the emergency services.                                                                                                                                                                                                                                                                                                                                        |
| Plans to deal with persons once they have left the premises                           | All evacuated persons should remain at the safe area. No person should re-enter the building for any reason until they have been instructed to do so by the Fire Service.                                                                                                                                                                                                                                                                                        |