MUST DO	SHOULD DO	COULD DO
No actions required	! All combustible/ flammable materials should be removed from the	! Install mandatory 'Fire Door - Keep Shut' signs on both sides of all
	electrical intake cupboard.(37-47 and 52-62)	situated along the escape routes throughout the premises
	! The common areas within a property providing sleeping	
	accommodation should be 'fire sterile' and kept clear of storage at all	
	times.	
	* It should be verified that that current, valid, third party test	
	certificates are in place for the existing composite door assemblies.	
	! Gaps along the bottom edge of any fire door should not exceed	
	10mm.	
	! The breaches in compartmentation identified should be adequately fire stopped.	
	* Arrange for the loft space to be fully inspected by a competent	
	contractor.	
	! The emergency lighting system should be subject to monthly	
	activation tests and annual maintenance, in accordance with British Standard 5266-8.	
	! Ensure that a fully completed Fire Action Notice is displayed at the	
	main entrance to the property.	
	! The operability of the fireman's override switch should be checked	
	during routine maintenance of the door entry system. Records of all checks should be kept.	
	checks should be kept.	
	! The smoke alarm system within the common areas should be	
	retained only if the 'stay put' strategy in place is clearly	
	communicated to and understood by the residents; with the primary	
	purpose of the communal fire alarm system being to allow residents to contact the emergency services.	
	! An inspection of the common areas, incorporating the escape	
	routes and an inspection of any installed fire safety provisions should	
	be performed routinely by a suitably competent person. It is	
	recommended that inspections are carried out and recorded on a monthly basis.	
	monthly basis.	
	! Full records of routine inspections and the testing and maintenance	
	of fire safety provisions should be kept.	
	! In line with the 'Fire Safety (England) Regulations 2022' which	
	applies to all buildings in England that comprise of two or more	
	domestic premises, the responsible person must display fire safety	
	instructions in a conspicuous part of the building.	
	In line with the 'Fire Safety (England) Regulations 2022' which	
	applies to all buildings in England that comprise of two or more	
	domestic properties, the responsible person must provide relevant	
	information about fire doors, particularly residents' flat entrance	
	doors.	