HOW TO MAKE A FIRE IN A UNIVERSITY - timeline of events

Sophie Lindsey

23/10/13
Initial idea

First talk with Sina, course technician
25/10/13

28/10/13
From intitial discussion: developed focus of work on the process rather than the actual fire.

First risk assessment using University form. Emailed via Sina to Tim Lane, Faculty Health and Safety Adviser.
01/11/13

04/11/13
Tim Lane's response: need a more detailed risk assessment.

More detailed risk assessment finalised.
05/02/14

17/02/14
Supporting structure made, with Sina, and images taken for risk assessment

More detailed risk assessment/ proposal with images sent via Sina to Tim Lane.
20/02/14

06/03/14
Follow up email via Sina.

Tim Replies:
A few alterations to be made, if agreeable, can send to University Fire Wardens.

I okay-d these changes.
07/03/14

13/03/14
Tim Lane sent proposal to Philip Thompson and Alan Cowen, Fire Wardens

Arranged meeting with Fire Wardens to discuss in more detail.
18/03/14

21/03/14
Meeting in 206(a) - site proposed for fire, with Fire Wardens Phil and Nick Greenwood.

Follow up email from Nick.
24/03/14

25/03/14
Continued dialogue with Nick and Sina, resulting in date for fire being set for Monday 31st.

Continued email contact with Nick, finalising details.
26/03/14

28/03/14
Set up structure and materials in 206(a).

31/03/14
Fire in studio - 206(a)
10.30-10.35am (approximatly)