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**JCMB MoB Fire Committee**  
**Meeting 1**  
**Wednesday 22nd October 2.00pm**  
**JCMB Room 4309**

**Agenda:**

1. Welcome, introductions, scope and remit of committee, (membership of committee tabled by wjh).
2. Reports from recent Fire Risk Assessment (Priority 4 items, copy send prior to meeting)
3. Common JCMB fire evacuation leaflet (draft to be tabled by wjh)
4. Common disabled evacuation policy and documentation.
5. Fire stewards.
6. MOB committee web site.
7. AOB (None pretabled)
8. Date of next meeting