RIA

Inspection Report

Centre:	Atlas House Killarney
RIA Inspector:	Ruth Dillon
Date of Inspection:	7 December 2018
Time of Arrival & Departure:	10.30 am – 12.30pm

Part 1 General Information on Services

Centre: Atlas House Killarney

Date of Inspection: 7 December 2018

1.	CENTRE	DETAILS

Name and address of Centre	Atlas House	, Deerp	oark R	oad, k	(illarney,
	Co Kerry				
Contractor	O.F.M. Ltd				
Manager	Gerardette	Milliga			
Who deputises for manager in his/her	Give Job Title				
absence?	Assistant m	anager			
Telephone Number	064 663355	9			
Current Contracted Capacity	90				
Current Occupancy (today)	85				
Current Centre Profile (e.g., singles, families etc.)	Families / Si	ngle Fe	males	5	
HSE Area	Kerry South				
Public Health Nurse	Mary Sayers	5			
DSP / CWO name	Nora Deane				
Environmental Health Officer name	Anne Husse	y			
Local Fire Officer Name	Padraig Mai	ngan			
Local Fire Station	Bypass Road	d, Killar	ney		
Is the Centre certified by any Quality Manage	ement System	Yes		No	\boxtimes
(i.e. Q Mark, ISO)?:					
If yes, please give details:		1			
What was the date of the last certification	n?				
Have you a copy of the Certification		Yes		No	
2. Please provide a copy of the follow	ving				
E. Trease provide a copy of the follow	VIIIS			Che	ck List
Official Register					OK 2.50
Menu Cycle					
Latest EHO Report					
Staffing Lists as follows:					
1. Full list of staff employed at the centre (in	ndicating Names	. Titles.			
Roles, etc.,)		,,			
2. Indicate who is on duty at time of inspect	tion (today)				
3. a separate list of Designated Liaison Person	ons (child protec	rtion)			

GENERAL SECURITY & EMERGENCY DETAILS Is 24 hour supervision provided? (Y/N)Yes No Give details of roster hours Security 8.00am - 8pm, 8pm - 8.00am Is security provided by external company? \boxtimes (Y/N)Yes No If yes, give name of company: **Sharp Edge** Does the centre have CCTV? (Y/N)No Yes Is a list of emergency numbers available in the Yes No Manager's office? Does the list include the following numbers? X Yes No Local Garda station 24 hr number Local hospital If no, give details: Local fire station **Duty Social Work Team** Out of hours GP Service RIA out of hours number Are first aid kits available? (Y/N) X Yes No Where and how many? 3 between kitchen and reception Job title **only** (not name) of person responsible: Who is responsible for first aid restocking? Management Is there a defibrillator in the centre? \boxtimes Yes No How many staff been trained to use it? **HEATING ARRANGEMENTS** What type of heating is used in the centre? **Electric Storage Heating** Do residents have control of the heating in their own Yes No bedroom? If no, what arrangements are in place? What are the heating 'ON' times? Electric heating available 24/7 controlled in resident room **HOUSE RULES** Are residents provided with a copy of the House Rules \bowtie Yes No on arrival? How does centre management explain house rules to

ARRANGEMENTS FOR RESIDENTS & VISITORS (keys / storage / toiletries)								
Are residents issued with key for their bedroo	Yes		No					
Are residents issued with key for main door?	(Yes/No)	Yes		No	\boxtimes			
If no, give details		Main door is le staffed by sec		at 10.	.00 pm but is			
Are there procedures to allow residents to rec visitors? (Give details)	eive	Yes and all vis	itors si	ign in	at reception			

residents on arrival?

Management explains to all

residents on arrival

Outline visiting times:	10.00 am to 10 pm
In what areas are visitors allowed in the centre?	All the communal areas
Any other relevant information:	
Is there a facility for storage of residents' valuables*?	No – in own rooms only
(Give details.) (* Storage is at resident's own risk)	
What toiletries are provided to residents on arrival?	Shampoo, Soap, Toothpaste, Toilet
	paper
What arrangements are in place to replenish these	All replenished monthly or on request
items?	

7 ARRANGEMENTS FOR MAINTENANCE

Does the centre have a written procedure in place	Yes	\boxtimes	No			
for residents to report maintenance issues? (Yes/No)						
Is there a maintenance day book? (Yes/No)	Yes	\boxtimes	No			
Describe the maintenance procedure at the centre:						
All issues are notified to the staff in the office who log them and report them to the						
maintenance staff who deal with the problem						
·						

8 CHILD PROTECTION

Are measures in place to inform staff and visitors of RIA's Child Protection Policy? (Give details)	Yes All staff read the child protection policy docs and sign off on these.
Are visitors asked to sign a declaration agreeing to adhere to the child protection policy?	Yes
Where is declaration held?	Office
Is there a sign in book for visitors? Where?	Yes (Reception)
Are there notices on public display giving name and contact details of Designated Liaison Person? Where?	Yes (Notice board)
Have Designated Liaison Persons received HSE training?	Yes
Are notices prominently displayed regarding parental supervision of children? Where?	Reception, Dining and residents kitchen

9 FOOD SAFETY

Has a HACCP system been implemented? (Yes/No)	Yes	\boxtimes	No	
Have the premises been inspected by an Environmental	Yes	\boxtimes	No	
Health Officer? (Yes/No)				
Date of last visit:	18 th /	April, 2	018	

10 NUTRITION / SCHOOL LUNCHES / BABY FORMULA (general arrangements)

Are residents consulted regarding menu / dietary requests? (Give details.)	Yes (Residents can consult with the chef)
Provide details opposite: Which of the following are provided for school children's packed lunches: • Sandwich? What sandwich fillings are available: Cheese? Ham? Chicken? Tuna? Jam? Other? • Drinks? Juice? Water? • Yogurt? • Fruit? • Other	Turkey, ham, cheese, nutella, peanut butter, salad, jam. Nutrigrain bars Water, juices, Yes Yes Actimel, cream crackers, cheese strings Please also provide details of the system for distribution of school lunches:
Is infant formula kept out of public view?	yes
What arrangements are in place for distribution of	Issued weekly to residents by manager and
infant formula?	recorded on issue log

11 ARRANGEMENTS FOR REFRESHMENTS / MEALS OUTSIDE NORMAL MEAL TIMES

•	
Are tea / coffee / drinking water / Snacks etc.	Yes 🛛 No 🗌
available outside mealtimes?	
What food/snacks are available after hours or when	Bread, jam, cereals, tea, coffee, fruit.
kitchen is closed?	
Where are the snacks located and how are they	Dining area
accessed?	
Are meals available for residents who arrive late?	Yes No
(Give details.)	If notification given
Are meals available for new arrivals?	Yes if the centre is informed in advance
(Give details)	
Are packed lunches available for residents	Yes 🛛 No 🗌
travelling to Dublin on official business?	
(Give details)	
If the inspection takes place during Ramadan this	Residents collect food at mealtimes, store it
section <u>must</u> be completed.	in the resident fridges and reheat when they
What arrangements are in place to facilitate	wish
residents observing a fast during Ramadan?	

12 FACILITIES FOR FEEDING BABIES

Are the following available?	Yes/No
Access to drinking water (for breastfeeding mothers / for preparation of infant formula)	Yes No
Sterilisers	Yes 🛛 No 🗌
Kettles	Yes 🛛 No 🗌
Fridge (for bottles of EBM* / formula) *Expressed	Yes 🛛 No 🗌
Breast Milk	
Bottle Warmer	Yes No 🛛

Microwave	Yes 🔀 No 📘
Are these facilities available 24 hours a day	Yes 🛛 No 🗌
Is there a dedicated room provided?	Yes 🗌 No 🖂
Where?	

13 INDOOR FACILITIES

Are the following are available to residents?	Yes/No
Computers with Internet access	Yes 🛛 No 🗌
WIFI	Yes No
DVD player	Yes No
Computer Games	Yes No
Snooker Table	Yes No 🖂
Pool Table	Yes No 🖂
Table Tennis Table	Yes 🛛 No 🗌
Board Games	Yes 🛛 No 🗌
Newspapers	Yes No 🖂
Books	Yes No
Toys / games for children	Yes No
Other	
Give details of any other arrangement or other	Nice safe and secure play area with soft
comments:	rubber matting outside and an indoor playroom with Disney style murals on walls.

14	TRA	ANSP	ORT	ARRA	NGEN	MENTS
47	1111/	71121	\sim i $^{\circ}$ i	Δ	111061	*****

Is there a bus service provided?	Yes 🗌 No 🔀
(Yes/No):	
Where does the service go to?	
What is the frequency of the service?	
(List time table opposite)	

15 TV SYSTEM

Is there a specific TV system in place?	Yes 🛛 No 🗌
(give details)	Satellite TV Channels available
An average, how many TV channels are	6 Saorview and 50+ others
provided to residents?	
Are residents allowed to erect satellite dishes?	No

16 LAUNDRY FACILITIES (General Arrangements)

10 EMORDICI I MELETINES (General Milangeme	
Are Laundry facilities available in the centre? (Y/N)	Yes No
If No, what service is provided?	
Who launders towels and bedlinen?	Residents – 6 washers and 4 dryers
(e.g., residents, staff, other, etc)	
What procedures are in place for the exchange of	On arrival and replaced every 6 months.
towels and bed linen at the centre?	

What procedures are in place for ironing boards and irons?	Available to residents
How is washing powder / tablets supplied?	Are automatically dispensed
Are there specific arrangements for access to the laundry (give details):	Is open from 8.00 am to 10.00 pm

17 CLEANING (General Arrangements)

Are there cleaning materials and equipment provided by management for residents?	Yes No 🗌
What cleaning equipment is available to residents?	Glass and window cleaner/toilet cleaner/multipurpose cleaner/air freshener/mops and brushes
What is the procedure for residents to access vacuum cleaners, brushes & other cleaning equipment?	Available on request
What arrangements are in place if rooms are not cleaned sufficiently by residents?	Manager speaks to resident and if necessary assistance is provided.

PART 2

Room by Room Inspection

Centre: Atlas House Killarney

Date of Inspection: 7 December 2018

Section A- Administration / Communal areas

17 Have you seen the following?

	Location of display
Up to date House Rules	Dining area
Complaint Forms	Reception
Accident/ Incident procedure	Accident / Incident book in office

HSE Breastfeeding Posters	Dining room
(if applicable)	
Designated Liaison Person details	Reception
(Child Protection)	
Supervision of children notice	Notice board and Dining room
Gym Notices (Child Safety – if applicable)	Gym entrance door
IOM Voluntary Return Posters	Dining room

IOM Voluntary Return Posters	Dining room
Anti Human-Trafficking Posters	Reception Dining room
'NO to Violence & Harassment' Posters	Dining area/stairway

18 Staff Awareness

Did you see the RIA Code of Practice*?	
Are all staff aware of RIA Code & House Rules?	
How are staff made aware of RIA Code & House Rules?	
Training session by manager and sign off	

^{*}A Code of Practice for persons working in accommodation centres

19 FIRE SAFETY

You should record the last 2 entries on the fire register for each of the following sections:

19a EMERGENCY LIGHTING INSPECTION SCHEDULE

<u>Date</u>	Inspected By	Comments
	(Company Name / Position)	
29/11/18	Nel Services Ltd	All ok
23/11/10	Wei Services Eta	All OK

19b FIRE ALARM & DETECTION SYSTEM INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	ОК	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
6/12/2018	Staff		None	No	Υ
5/12/2018	Staff		None	No	Υ

19c FIRE FIGHTING EQUIPMENT INSPECTION SCHEDULE

(Include all fire extinguishers, hose reels and fire blankets.)

Date	Inspected By (Company Name / Position)	ОК	Defect	Remedial Action Taken(Y/N)	Sign Off Y/N
6/12/2018	Staff		None	No	Υ
5/12/2018	Staff		None	No	Υ

19d FIRE EXIT DOORS / MEANS OF ESCAPE INSPECTION SCHEDULE

Date	Inspected By (Company Name / Position)	ОК	Defect	Remedial Action Taken (Y/N)	Sign Off Y/N
6/12/2018	Staff		None	No	Y
5/12/2018	Staff		None	No	Υ

19e FIRE DRILL PROCEDURE INSPECTION SCHEDULE

Numbers of staff involved in drill	No. of residents present / evacuated **	Evacuation Time	Comments
6	62/62	5.5mins	Very good response.
7	59/59	6 mins	Ok
	involved in drill 6	involved in drill present / evacuated ** 6 62/62	involved in drill present / evacuated ** 6 62/62 5.5mins

^{**}Both numbers must be recorded.

19f STAFF INSTRUCTION AND TRAINING (Fire Safety)

Job Description	Course	Instructor	Duration	Date
All staff	Fire extinguisher	M&K Fire Defence	1 Day	15/12/2016
	training			

19g FIRE EXITS, EMERGENCY LIGHTING, SMOKE ALARMS, FIRE NOTICES

(in corridors & common areas)

Are fire exits clear from obstruction?	Yes
Are they unlocked?	Yes
Are fire exits clearly posted throughout the	Yes
building?	
Are all fire doors kept closed?	Yes
Comments:	

Administration Area:

Reception:					
Is the area generally clean?		Ye	s 🖂	No	
If no please give details:					
Visual Check: Have you noticed any issues requiring attention? (e.g., fire exit signs, hazards, lighting, notices, décor, etc.)		Ye	s 🗌	No	
If yes please detail:					
Social Room / Tea Station (State Location): Dining area gro	und f	floor			
What facilities are provided? Burco boiler, fridge, water, milk,			& sug	ar	
Is the area generally clean?	Yes	\boxtimes	No		
If no please give details:					
Visual Check: Have you noticed any issues requiring attention?	Yes		No		
If yes please detail:					
Gym (State Location): ground floor What facilities are provided? Weights & bench, exercise bike ar	nd wal	kor			
			N		
Is the area generally clean?	Yes		No	<u> </u>	
If no please give details:					
Visual Check: Have you noticed any issues requiring attention?	Yes		No		
If yes please detail: Exercise classes also provided.					
COMMUNAL ROOM (State Location): Ground floor					
Storage area:					
to the wellowed through the area along?	Vaa F	a	No		
Is the walkway through the area clear? Are the exit signs clearly marked?	Yes 2	=	No No		
The the extension dealty marked.	103 2	_1	140		
General Seating Area					
Is the seating in good condition?	Yes [\leq	No		
What is the area generally used for? Leisure / Tv viewing					
Is the area generally clean?	Yes	\leq	No		
Visual Check: Have you noticed any issues requiring attention? If yes please detail:	Yes [No		
Any other comments? If yes please detail: Room bright and we	ll vent	tilate	d and	spotles	SS

Playroom (ground floor off communal room)

Is the area generally clean? Yes

If no please give details:

Visual Check: Have you noticed any issues requiring attention? Yes No X

(observe whether the area is colourful, has sufficient toys, changing areas, toilets in working order, etc)

Other comments: Nice bright room with painting designs on walls consisting of cartoons and Disney characters

PUBLIC TOILET (State Location): Ground floor behind reception

	DEIC I OIL	Li (State L	ocaciony.	Ground noor be	пппа гесер	
	Number	Soap	Toilet	Hand Towels /	Hot	Sanitary Bins
			Paper	Dryers	Water	
Unisex:						
Ladies:	2	\boxtimes				\boxtimes
Gents:	1 & 2		\boxtimes			
	urinals					
Is there a	cleaning so	hedule disp	layed?		Yes	No 🛚
Record th	ne last time	entry.				
Is the are	a clean? (p	rovide comr	nent) Yes			
Are all fac	cilities work	king?			Yes 🔀	No *
Visual Ch	eck: Have y	you noticed	any issues re	equiring attention?	Yes*	No 🖂
If No, give	e details: \	/ery clean				
		-				

DINING AREA:

Please outline the meal times:

	Fron	n		То			
Breakfast	8.00 child	(7.30 school goi Iren)	ng	09.3	30		
Lunch	12.3			14.0	00		
Dinner	17.3	0		19.0	00		
Which is the main	meal of the	dav:	Lunch		Dinner	1	
Is menu cycle avai			Yes	X	No [1	
•							
f no, give details	of all menu	ontions on day	of insp	ection			
Breakfast	or an interior		OT MSp		•		
Lunch							
Dinner							
Is menu cycle on c	lisplay?				Yes	No	
Does menu cycle o	<u> </u>	with antions avai	labla2		Yes	No No	-H
Does menu cycle (.orresporiu v	with options avai	lable:		i res	7 140	Ш
16	. 	#1	1-1-11-				
If no, ask manager	ror explana	ition and provide	details:				
344 * 1	1 12	- I C	. 🖂				
Which meal was s		Breakfa	oct I I				
mal I II al					Lunch 🖂		er 🔝
Please describe th		. •	ot / cold	•	/ spicy etc.)		er
Meal was hot and	tasty. Sala	d, lasagne and cl	ot / cold	on ring	/ spicy etc.)		er 🔝
Meal was hot and Was there a veget	tasty. Sala arian optior	d, lasagne and cl	ot / cold	•	/ spicy etc.)		er <u> </u>
Meal was hot and Was there a veget (note salad and ve	tasty. Sala arian optior getables <u>alc</u>	d, lasagne and cl n? one are not	ot / cold	on ring	/ spicy etc.)		er [_]
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KITCHEN AREA: Food Safety Critical Requirements

Is there a dress code for kitchen and servery staff
Please outline: All kitchen staff wore a trousers, tunic, hat and shoes

Has the manager shown you HACCP Certificates for chefs?	
Was the fridge temperature showing as being between 1 and 5°C?	\boxtimes
Did you see evidence that the fridge temperature is recorded daily?	
Was the freezer temperature showing as being-18°C or below?	
Did you see evidence that freezer temperature is recorded daily?	
Are dry food stuffs stored on shelving? (all dry goods should be stored off the ground)	
Has it been demonstrated to you that cooked food is at a temperature above 72°C?	
Is the temperature recorded for all food services (lunch &dinner)	\boxtimes
Is there a record of daily cleaning of kitchen, food service and dining areas?	
Have you seen a record of periodic deep clean of all floors, under and behind cookers/fridges etc.?	
Are bins with waste food covered/lidded ?	\boxtimes
Are fly screens present on windows and doors into kitchen?	

Where you have not checked boxes above, please provide further details, including any specific corrective actions you may have requested:

OUTDOOR GROUNDS / FACILITIES

Please rate the following:

	Very Good	Adequate	Poor*	Needs urgent attention*
Condition of exterior of centre				
Paintwork of the centre	\boxtimes			
Maintenance standard of the grounds (e.g. grass cut, walkways clear etc.)				
Cleanliness of the grounds (ie., evidence of rubbish etc.)				
Where you have rated * plea	se provide deta	ails and commo	ents:	
Are there any facilities availa	ble for children	outdoors? You	es 🖂	No 🗌
Comments Play	ground area a	t the rear of t	the centre	2.

LAUNDRY ROOM

	Washing Machines	Dryers
Number	6	4
Do they appear to be in w	orking order?	
Comments:		

Bedrooms:

CLEANING (General Arrangements) Weekly How often are bedrooms inspected? twice weekly Residents Who cleans the bedrooms? Staff How often do staff clean the bedrooms? fortnightly Weekly Monthly Other Are there cleaning materials and equipment provided by management for residents? \boxtimes No 🗌 Yes What cleaning equipment is available to Various cleaning agents including residents? multipurpose cleaner, glass and window cleaner, air freshener, CIF. Centre will encourage cleaning by resident if What arrangements are in place if rooms are not cleaned sufficiently by residents? this is the case CORRIDOR (State Location): All corridor areas \boxtimes Is the area generally clean? No Yes If no please give details: \boxtimes Visual Check: Have you noticed any issues requiring attention? Yes No If yes please detail: **ROOM NUMBER** 3 (dedicated bathroom) Room Profile: Room Capacity: Room Occupancy: **Family** Shared Bathroom Fire Notice Ensuite Smoke Alarm TV \boxtimes \boxtimes \boxtimes Poor * Needs urgent attention * Very Good Adequate Cleanliness Is everything in working order? Yes 🔀 No * If *, please give details

ROOM NUMB	ER 4 (dedicate	ed bathroom)					
Room Profile:		Room	Capacity:	Roor	Room Occupancy:		
Singles		3		3	3		
TV	Ensuite	Shared Bathroo	m Smok	ke Alarm	Fire Notice		
				\boxtimes	\boxtimes		
	Very Good	Adequate	Poor *	Needs	urgent attention *		
Cleanliness							
Is everything in	n working order?		Yes 🔀 🛮 N	lo *			
If *, please give	e details:						
ROOM NUMBI	ER 5 (dedicate	d bathroom)					
Room Profile:		Room	Capacity:		n Occupancy:		
Single		2		2			
TV	Ensuite	Shared Bathroo	m Smok	ke Alarm	Fire Notice		
					\boxtimes		
	Very Good	Adequate	Poor *	Needs	urgent attention *		
Cleanliness							
Is everything in	working order?		Yes 🔀 🛮 1	No *			
If *, please give	e details:						
ROOM NUMBI	ER 6						
Room Profile:		Room (Capacity:	Roor	n Occupancy:		
Family		2		2			
TV	Ensuite	Shared Bathroo	m Smok	e Alarm	Fire Notice		
					\boxtimes		
	Very Good	Adequate	Poor *	Needs	urgent attention *		
Cleanliness							
Is everything in	working order?		Yes 🔀 🛮 🗈	No *			
If *, please give	e details:				_		
ROOM NUMBE	R 7						
Room Profile:		Room	Capacity:	Roor	n Occupancy:		
Family		3		3			
TV	Ensuite	Shared Bathroo	m Smok	e Alarm	Fire Notice		
	\boxtimes						
	Very Good	Adequate	Poor *	Needs	urgent attention *		
Cleanliness							
	working order?	_ ,	Yes 🖂	No*]		
If *, please give				L.			

	ER 8					
Room Profile:			Room Ca	pacity:	Roor	n Occupancy:
Family			3		3	
TV	Ensuite	Shared	Bathroom	Smok	e Alarm	Fire Notice
		_				
	Very Good	Adeq	uate	Poor *	Needs	urgent attention *
Cleanliness						
Is everything in	n working order	?		Yes 🔀	No *	
If *, please giv	e details:					
ROOM NUMB	ER 9					
Room Profile:			Room Ca	pacity:	Roor	m Occupancy:
Single			2		2	
TV	Ensuite	Shared	Bathroom	Smok	e Alarm	Fire Notice
					\boxtimes	\boxtimes
	Very Good	Adeq	uate	Poor *	Needs	urgent attention *
Cleanliness			1			
Is everything in	n working order	?		Yes 🖂	No*	
ROOM NUMB Room Profile: Single	ER 10 (dedic	ated bathr	Room Ca	pacity:	Rooi	m Occupancy:
TV	Ensuite	Shared	Bathroom	Smok	e Alarm	Fire Notice
		51141.54				N 2
	Very Good	Adeq	uate	Poor *	Needs	urgent attention *
Cleanliness	Very Good	Adeq	uate	Poor *	Needs	urgent attention *
	n working order	?		Yes	Needs No*	urgent attention *
Is everything i		?		Yes		urgent attention *
Is everything in If *, please give	n working order	? d on wall o	of bathroom	Yes n	No*	
Is everything in If *, please giv ROOM NUMB Room Profile:	n working order	? d on wall o	of bathroom	Yes	No*	oom Occupancy:
Is everything in If *, please giv ROOM NUMB Room Profile: Family	n working order re details: moul	d on wall o	of bathroom om) Room (Yes n Capacity:	No*	oom Occupancy:
Is everything in If *, please giv ROOM NUMB Room Profile: Family TV	n working order	d on wall o	of bathroom	Yes n Capacity:	No*	oom Occupancy:
Is everything in If *, please giv ROOM NUMB Room Profile: Family	n working order re details: moul	d on wall o	of bathroom om) Room (Yes n Capacity:	No*	oom Occupancy:
Is everything in If *, please giv ROOM NUMB Room Profile: Family TV	n working order re details: moul	ed bathroo	of bathroom om) Room (Yes n Capacity:	No* R 2 oke Alarm	oom Occupancy:
Is everything in If *, please giv ROOM NUMB Room Profile: Family TV	n working order re details: moul	ed bathroo	om) Room (C) 2 d Bathroon	Yes n Capacity:	No* R 2 oke Alarm	oom Occupancy: Fire Notice
Is everything in If *, please giv ROOM NUMB Room Profile: Family TV Cleanliness	n working order re details: moul	ed bathroo Share	om) Room (C) 2 d Bathroon	Yes n Capacity:	No* R 2 oke Alarm	oom Occupancy: Fire Notice

ROOM NUMBI	ER 12									
Room Profile:			Room Capacity: Ro					Room Occupancy:		
Family			2				2			
TV	Ensuite	Shared	Bathro	om	Smo	oke Ala	rm	Fire Notice		
	\boxtimes							\boxtimes		
	Very Good	Adeq	uate	Pc	or *		Veeds	urgent attention *		
Cleanliness										
Is everything in	working order?			Yes	\boxtimes	No	*			
If *, please give	e details:									
ROOM NUMBI	ER 13									
Room Profile:			Room	Capac	ity:		Roor	n Occupancy:		
Family			3				2			
TV	Ensuite	Shared	Bathro	om	Smo	oke Ala	rm	Fire Notice		
\boxtimes	\boxtimes					\boxtimes		\boxtimes		
·	Very Good	Adeq	uate	Pc	or*		Needs	urgent attention *		
Cleanliness										
Is everything in	working order?			Yes		No	*			
If *, please give	e details:									
ROOM NUMBE	R 14 (dedicated	d bathroon	n)							
Room Profile:			Room (Capacit	y:	R	oom C	Occupancy:		
Family			4			4				
TV	Ensuite	Shared B	athroo	m	Smoke	Alarm	1	Fire Notice		
\boxtimes						\leq		\boxtimes		
	Very Good	Adequa	ate	Pool	r*	Ne	eds u	rgent attention *		
Cleanliness										
Is everything in	working order?			Yes	\boxtimes	No *				
If *, please give	e details:									
ROOM NUMBE	R 15 (dedica	ted bathro	oom)			=				
Room Profile:	•			Capac	ity:		Roor	n Occupancy:		
Family			4	•			3			
TV	Ensuite	Shared	Bathro	om	Smo	oke Ala	rm	Fire Notice		
						\boxtimes				
	Very Good	Adeq	uate	Po	or *		<u>Ve</u> eds	urgent attention *		
Cleanliness										
Is everything in	working order?			Yes	<u> </u>	No *				
If *, please give	e details:							=======================================		

6 (dedica	ated bathro	om)						
		Room	Capac	ity:		Roc	m Occ	upancy:
		4				3		
uite	Shared	Bathroc	om	Sm	ioke A	larm		Fire Notice
					\boxtimes			\boxtimes
ery Good	l Adeq	uate	Ро	or*		Need	s urger	nt attention *
\boxtimes								
g order?			Yes	\boxtimes	No	*		
•								
' (dedica	ated bathro	om)						
om Profile: Room			apacit	y:		Room	Occup	ancy:
		3				2		
ıite	Shared B	athroon	n		e Alar	m	F	ire Notice
ry Good	Adequ	ate	Poor	*		Needs	urgent	attention *
\boxtimes								
g order?			Yes		No	*		
3								
	i i	Room C	apacit	y:			Occup	ancy:
		4	T			3		
uite	Shared B	athroon	n	Smok	ke Alar	m		ire Notice
1					\boxtimes			
ry Good	Adequ	ate	Poor	*		Needs	urgen	attention *
\boxtimes								
g order?			Yes		No	*		
:								
) (dedica	ated bathro	om)						
		Room	Capac	ity:		Roc	om Occ	upancy:
		3				3		
uite	Shared	Bathroo	om	Sm	noke A	larm		Fire Notice
								\boxtimes
ery Good	Adeq	uate	Po	or*		Need	s urgei	nt attention *
g order?			Yes	<u> </u>	No	*]	
		acing						
g or	der?	der?		der? Yes	der? Yes	der? Yes No	der? Yes No *	der? Yes No * 🖂

ROOM NUMBER	21 and 22 -	all one fa	mily					
Room Profile:			Room	Capaci	ty:		Roor	n Occupancy:
Family			5				2+3	
TV	Ensuite	Shared	Bathro	om	Smok	ce Alar	m	Fire Notice
						\boxtimes		
·	Very Good	Adeq	uate	Poo	or *	N	leeds	urgent attention *
Cleanliness								
Is everything in wo	orking order?			Yes	\boxtimes	No *		
If *, please give do	etails: bathroo	om in use n	ot insp	ected				
ROOM NUMBER	23							
Room Profile:			Room	Capaci	tv.	T	Roor	n Occupancy:
Family			3	Capaci	cy.		2	ii Occupancy.
TV	Ensuite	Shared		om	Smok	e Alar		Fire Notice
N	Elisuite	Silaieu	Datillo	OIII	SITION	M Alai	111	File Notice
	Very Good	Adeq	LLI LLISTO	Por	or *		loods	urgent attention *
Cleanliness	Very dood	Aueq		F00	7	I	ieeus	
Is everything in wo	orking order?			Yes		No*	\Box	
If *, please give de				103		110		
ROOM NUMBER	24							
Room Profile:			Room	Capaci	ty:		Roor	n Occupancy:
Family			2				0	
TV	Ensuite	Shared	Bathro	om	Smok	ce Alai	rm	Fire Notice
								\boxtimes
	Very Good	Adeq	uate	Po	or *	N	leeds	urgent attention *
Cleanliness								
Is everything in wo	orking order?			Yes	\boxtimes	No*		
If *, please give de	etails:							
¥								
		ed bathroo	om)					
ROOM NUMBER	25 (dedicat							
Room Profile:	25 (dedicat			Capaci	ty:			n Occupancy:
Room Profile: Single			2				2	
Room Profile: Single TV	25 (dedicat	Shared	2			ke Alai	2	n Occupancy: Fire Notice
Room Profile: Single			2	om	Smol		2 rm	Fire Notice
Room Profile: Single TV			2 Bathro	om			2 rm	
Room Profile: Single TV Cleanliness	Ensuite Very Good	Shared	2 Bathro uate	om	Smol	N	2 rm leeds	Fire Notice
Room Profile: Single TV	Ensuite Very Good	Shared	2 Bathro uate	om	Smok		2 rm leeds	Fire Notice

ROOM NUMBER	R 26 (dedicat	ed bathro	om)				
Room Profile:			Room	Capaci	ty:	Roo	om Occupancy:
Family			2			2	
TV	Ensuite	Shared	Bathro	om	Smok	e Alarm	Fire Notice
						\boxtimes	
	Very Good	Adeq	uate	Poo	or *	Need	Is urgent attention *
Cleanliness							
Is everything in v	working order?	1/1		Yes	\boxtimes	No*	1
If *, please give	details:						
ROOM NUMBER	27 (dedicat	ed bathro	-				
Room Profile:			Room	Capaci	ty:	Roo	om Occupancy:
Single			2			2	
TV	Ensuite	Shared	Bathro	om	Smok	e Alarm	Fire Notice
\boxtimes							
	Very Good	Adeq		Po	or *	Need	Is urgent attention *
Cleanliness			<u> </u>				
Is everything in v	working order?			Yes		No*	<u></u>
If *, please give	details:						
ROOM NUMBER Room Profile:	28		-	ı Capaci	ty:	1	om Occupancy:
Family			3			2	
TV	Ensuite	Shared	Bathro	om	Smol	ke Alarm	Fire Notice
			Ш			\boxtimes	
	Very Good	Adeq	uate	Po	or *	Need	is urgent attention *
Cleanliness							
Is everything in v	working order?			Yes		No*	
If *, please give hazard.	details: bu	lb in bath	room n	eeds re	placing	. Wire ac	ross the floor trip
ROOM NUMBER	29					1.5	
Room Profile:			†	Capaci	ty:	- 1	om Occupancy:
Family		- C' ·	3	T		2	p+ 51 .*
TV	Ensuite	Shared	Bathro	om	Smol	ke Alarm	Fire Notice
	Varu Cand	A 1			- *	N N	de urgant attautiou *
Cl I'.	Very Good	Adeq	_	Po	or *	Need	ds urgent attention *
Cleanliness			7	<u> </u>		A1 - * F	
Is everything in v				Yes		No *	
If *, please give Mould in bathro							

ROOM NUMBE	R 30						
Room Profile:			Room	Сарас	ity:	Roor	n Occupancy:
Family			2			2	
TV	Ensuite	Shared	Bathro	om	Smok	e Alarm	Fire Notice
\square		Silarea		0111	311101	X	X
	Very Good	Adeq	LLI2to	Po	or*		urgent attention *
Cleanliness	Very door	Aueu	7	Г	<u> </u>	Needs	uigent attention
	working order?		7	Yes		No*	
If *, please give		come clustes	10d 1100			140	
ii , piease give	e uetalis:	very clutte	eu roo	111			
ROOM NUMBE	P 31 / dedica	ited bathro	om)			=	
Room Profile:	n 31 (dedica	iteu batino		Capac	itv:	Roor	n Occupancy:
Singles			2	Capac	ity.	2	ii Occupancy.
TV	Ensuite	Shared	<u> </u>	om	Smal	ce Alarm	Fire Notice
	Liisuite	Silaieu		OIII	311101	X Alaim	The Notice
	Very Good	Adeq	L_l	D _O	or *		urgent attention *
Cleanliness	Very Good	Aueq		Γ Γ		iveeus	
	working order?			Yes		No *	
Is everything in working order? Yes No * If *, please give details:							
It *, please give details:							
ROOM NUMBER 32 (dedicated bathroom)							
Room Profile:	n 32 (dedica	iteu batiii o		Capac	itv:	Roos	n Occupancy:
Family			2	Capac	ity.	2	ii Occupancy.
1 anny			•				
TV	Ensuite	Shared	Rathro	om	Smol	ke Alarm	Fire Notice
	Elisuite	Silareu		OIII	311101		File Notice
	Van Cand	Adan	<u> </u>	Do	or *	Noods	urgant attantion *
Cleanliness	Very Good ✓	Adeq	T T	1 70		Neeus	urgent attention *
				L		No*	
Is everything in working order? Yes No*							
If *, please give details:							
DOOR A NUMBER	D 22						
ROOM NUMBE	R 33		Dann		:	Dan	O
Room Profile:			1	n Capac	ity:		m Occupancy:
Family	Fig Little -	Classical	2 Dathus		C1	2	Fine Niedie
TV	Ensuite	Shared	Raturo	om	Smol	ke Alarm	Fire Notice
	Vario Carri		<u> </u>	D -	or*	<u> </u>	urgent attention *
Claamiter	Very Good	Aded	juate	P0	or *	iveeds	urgent attention *
Cleanliness			7	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \		Ne*	
	working order?			Yes		No*	
It *, please give	details: very c	luttered ro	om				

ROOM NUMBER	R 34						
Room Profile:			Room	Capaci	ity:	Ro	om Occupancy:
Family			3			3	
TV	Ensuite	Shared	Bathro	om	Smok	e Alarm	Fire Notice
						\boxtimes	
<u>`</u>	Very Good	Adeq	uate	Po	or *	Nee	ds urgent attention *
Cleanliness							
ls everything in v	working order?	•		Yes	\boxtimes	No*	
If *, please give	details: v	ery clutter	ed roor	m, trip	hazard (on floor.	
ROOM NUMBER	R 35						
Room Profile:			Room	Capaci	ity:	Ro	om Occupancy:
Singles			3			2	
TV	Ensuite	Shared	Bathro	om	Smok	ke Alarm	Fire Notice
						\boxtimes	
	Very Good	Adeq	uate	Po	or *		ds urgent attention *
Cleanliness			T	Γ			
	working order?			Yes		No* [
If *, please give	details:		Room	Capaci	ity:	Ro	oom Occupancy:
If *, please give ROOM NUMBER Room Profile:	details:		Room 2	Capaci	ity:	Rc 1	oom Occupancy:
If *, please give ROOM NUMBER Room Profile:	details:	Shared	2				oom Occupancy:
If *, please give ROOM NUMBER Room Profile: Family	details:	Shared	2			1	
ROOM NUMBER ROOM Profile: Family TV	details:	Shared	2 Bathro	om		te Alarm	
ROOM NUMBER ROOM Profile: Family TV	details: R 36 Ensuite		2 Bathro	om	Smok	te Alarm	Fire Notice
ROOM NUMBER Room Profile: Family TV Cleanliness	Ensuite Very Good		2 Bathro	om	Smok	te Alarm	Fire Notice
	Ensuite Very Good working order?		2 Bathro	om Po	Smok	A Alarm Nee	Fire Notice
ROOM NUMBER ROOM Profile: Family TV Cleanliness Is everything in v If *, please give	Ensuite Very Good Working order? details:	Adeq	Bathroouth	om Po	Smok	Re Alarm Nee No *	Fire Notice ds urgent attention *
ROOM NUMBER Room Profile: Family TV Cleanliness Is everything in v If *, please give ROOM NUMBER ROOM Profile:	Ensuite Very Good Working order? details:	Adeq	Bathroouthouthouthouthouthouthouthouthouthout	om Po	Smok	Re Alarm Nee No *	Fire Notice
ROOM NUMBER ROOM Profile: Family TV Cleanliness Is everything in v If *, please give ROOM NUMBER ROOM Profile: Family	Ensuite Very Good working order? details:	Adeq	Bathroo uate om) Room	om Po Po Yes	Smok	Nee No *	Fire Notice ds urgent attention *
ROOM NUMBER ROOM Profile: Family TV Cleanliness Is everything in v If *, please give ROOM NUMBER ROOM Profile: Family TV	Ensuite Very Good Working order? details:	Adeq	Bathroo uate om) Room	om Po Po Yes	Smok	Re Alarm Nee No * Ro 2 Re Alarm	Fire Notice ds urgent attention * com Occupancy: Fire Notice
ROOM NUMBER ROOM Profile: Family TV Cleanliness Is everything in v If *, please give ROOM NUMBER ROOM Profile: Family	Ensuite Very Good working order? details:	Adeq	Bathroo uate om) Room	om Po Yes Capaci	Smok	Nee No * Ro	Fire Notice ds urgent attention *
ROOM NUMBER ROOM Profile: Family TV Cleanliness Is everything in v If *, please give ROOM NUMBER ROOM Profile: Family TV	Ensuite Very Good working order? details:	Adeq	Bathroom) Room 2 Bathroom	om Po Yes Capaci	Smok	No * Roce Alarm	Fire Notice ds urgent attention * com Occupancy: Fire Notice
ROOM NUMBER ROOM Profile: Family TV Cleanliness Is everything in v If *, please give ROOM NUMBER ROOM Profile: Family TV	Ensuite Very Good working order? details: Ensuite Ensuite	Adeq	Bathroom) Room 2 Bathroom	om Po Yes Capaci	Smok	No * Roce Alarm	Fire Notice ds urgent attention * com Occupancy: Fire Notice

ROOM NUMBER 38 (dedicated bathroom)							
Room Profile:			Room	Capac	ity:	Roor	n Occupancy:
Family			2			1	
TV	Ensuite	Shared	Bathro	om	Smo	ke Alarm	Fire Notice
\boxtimes							
	Very Good	Adeq	uate	Po	or *	Needs	urgent attention *
Cleanliness							
Is everything in v	working order?			Yes		No* ⊠	
If *, please give details: mould on bathroom wall.							
ROOM NUMBER	39						
Room Profile:			†	Capac	ity:	- 1	m Occupancy:
Family			2			2	
TV	Ensuite	Shared	Bathro	om	Smo	ke Alarm	Fire Notice
	\boxtimes						
	Very Good	Adeq	uate	Pc	or *	Needs	urgent attention *
Cleanliness							
Is everything in working order? Yes No*							
If *, please give details:							
ROOM NUMBER 40							
Room Profile:			Room	Capac	ity:	Rooi	m Occupancy:
Family			3			3	
TV	Ensuite	Shared	Bathro	om	Smo	ke Alarm	Fire Notice
	Very Good	Adeq	uate	Po	or *	Needs	urgent attention *
Cleanliness							
Is everything in v	working order?			Yes		No*	
If *, please give	details: mould	on bathro	om wa	II.			

General Representations

If you were approached by any residents regarding general issues while
in the centre please outline the details below:
If you were approached by any members of staff regarding general
issues while in the centre please outline the details below:
No
If you were approached by any other persons regarding general issues
while in the centre please outline the details below:
No

Please ensure that no personal information or information that could lead to the identification of an individual is recorded in this section.

Personal representations should be recorded in Part 3.

Manager should be asked to sign this declaration.

This inspection, by a RIA official, is primarily to examine how the terms of the Contract are being complied with in the centre.

The manager accepts that the person carrying out the inspection is not charged with certifying the centre is in compliance with all fire safety regulations. The manager agrees that the information provided above is correct.

Signed:	M. Willpan.
Position:	<u>Assistant Manager</u> .
Date:	07.12.18.
*****	******

Manager should be asked to sign this declaration.

This inspection, by a RIA official, is primarily to examine how the terms of the Contract are being complied with in the centre.

The manager accepts that the person carrying out the inspection is not certifying that the centre is in compliance with all food safety regulations. The manager agrees that the information provided above is correct.

Signed:	M. Willian.
Position:	<u>Assistant</u> Manager
Date:	07.12.18.



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Breakfast Selection of Cereals	Sanday	MONION		The state of the s		
Breakfast Selection of Cereals			Inesnay	Wednesday	Inursday	Friday
Selection of Cereals	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
	Selection of Cereals	Selection of Cereals	Selection of Cereals	Selection of Cereals	Selection of Cereals	Selection of Cereals
Porridge	Porridge	Porridge	Porridge	Porridge	Porridge	Porridge
Boiled Eggs	Boiled Eggs	Boiled Eggs	Boiled Eggs	Boiled Eggs	Boiled Eggs	Boiled Eggs
Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Silver Si
Selection of Salads	Selection of Salads	Selection of Salar's	Selection of Salads	Selection of Salads	Selection of Salads	Selection of Salads
Selection of Fruits	Selection of Fruits	Selection of Fruits	Selection of Fruits	Selection of Fruits	Selection of Fruits	Selection of Fruits
Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soup
Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food
Chicken Burger	Chicken Curry & White Rice	BBQ Chicken & Cheese Paninis	Beef Burgers	Chicken & Mushroom Vol-au-vaunts	Beef with Sweet Chilli & Chickpea Sauce	Chicken Sausages
Pasta Carbonara with Bacon	Beef Sausages	Chicken Risotto	Chicken Nuggets	Lamb Sausages	Mexican Chicken Wraps	Rashers, Black & White Pudding
Veg Pasta Carbonara	Roast Vegetables	Farelle Pasta with onion & carrot	Vegetarian Noodles	Vegetable Spring Rolls	Vegetarian Wraps	Ve <mark>gg</mark> ie Burger
Potato Croquettes	Hash Browns	Potato Wedges	Chips	Wedges	Potato Cubes	Fried Eggs / Chips
Dinner	Dinner	Dinner	District	Dinner	Dinne	Dinner
Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soup
Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food
Roast Chicken Legs in Mushroom sauce	Beef Stew with Spinach & Chilli	Roast Beef	Golden Chicken Legs & Fried Vegetables	Beef Stew	Shepard's Pie	Pork Loin
BBQ Pork Ribs	Chicken Wings in Tikka masala Sauce	Baked Pollock	Lamb Stew	Doner Kebab	Roast Turkey	Baked Mackerel
Roast Potato & Vegetables	Vegetarian Cous-Cous	Sauté Onions & Mushrooms / Jollof Rice	Penne Pasta Served with Mushroom Sauce	Potato Gratin	Fried Rice	Sweet potatoes & Vegetables
Basmati Rice	White Rice	Mash Potato	Basmati Rice	Jollof Rice	Mash Potato	Long Grain Rice
Sweetcorn	Green Beans	Butternut squash	Green Beans	Broccoli	Carrots	Carrot & Parsnip
Assorted Yoghurts	Strawberry Cheesecake	Mint Ice-Cream	Fruit Cocktail	Lemon Traybake	Fruit Scones	Double Chocolate Muffins



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Saturday	Sunday	Monday	Treatment			
			Apricani	wednesday	Ihursday	Friday
Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
Selection of Cereals	Selection of Cereals	Selection of Cereals	Selection of Cereals	Selection of Cereals	Selection of Cereals	Selection of Cereals
Porridge	Porridge	Porridge	Porridge	Porridge	Porridge	Porridge
Boiled Eggs	Boiled Eggs	Boiled Eggs	Boiled Eggs	Boiled Eggs	Boiled Eggs	Boiled Eggs
Lunch	Lanch	Funch	Lunch	Lanch	Lunch	Lunch
Selection of Salads	Selection of Salads	Selection of Salads	Selection of Salads	Selection of Salads	Selection of Salads	Selection of Sulads
Selection of Fruits	Selection of Fruits	Selection of Fruits	Selection of Fruits	Selection of Fruits	Selection of Fruits	Selection of Furthe
Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soup	Weretable Soup	Vegetable Sour	Vegetable Soun
Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food
Chicken Liver with Mixed Babs	BBQ Chicken Wings	Turkey Stir Fry	Chicken Burger	Southern Fried Chicken Goujons	Toasted Baguettes with Turkey and chees	Chicken Curry / Rice
Lamb Kebabs	Cod Goujons	Beef Risotto	Sausage Rolls	Beef Sausages	Beef Bolognaise	Scrambled Eggs with Baked Beans
Mixed Bean Curry	Vegetarian Noodles	Vegetarian Quiche	Savoury Rice	Creamy Mushroom Pasta	Spaghetti / Vegetables	Gingery Butternut Sq & Sweet Potato
Wedges	Chips	Wedges	Potato Croquettes	Potato Cubes	Plain Fries	Potato Wedges
Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner
Vegetable Soup	Vegetable Soup	Vegetable Soup	Vegetable Soun	Veuetable Court	Vocatable Cere	Waterwise to Contests
Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Food	Puree Baby Rood	Three Baby Food	Person of the Control
Irish Beef Stew	Sauté Chicken Hearts & caramelised Onions	Bacon & Cabbage	Chicken Stir-fry & Rice	Roast Chicken Legs	Roast Beef	Baked Haddock
Spiced Chicken Legs	Battered Cod	Meatloaf with Vegetable Sauce	Baked Mackerel	with Veg Mustard & Honey Sauce	Lamb Stew	Roast Potato
Roast Vegetables	Veg Pasta Carbonara	Cous Cous with Vegetables	Potato Gratin	Scallion Rice	Jollof Rice & Vegetables	Honey Roast Vegetables
Mash Potatoes	Basmatí	РАР	Plain Rice	Spicy Beef with Potatoes & Carrots	Mash Potatoes	Doner Kebabs
White Rice		Rice		Young Potato		Basmati Rice
Sweetcorn	Green Beans	Peas	Green Beans	Braccoli	Carrots	Cauliflower
Tiramisu Cheesecake	Assorted Yoghurts	Peach Slices	Pancakes	Vanilla Ice-Cream	Custard	Victoria Sponge Cake



An Roinn Dlí agus Cirt agus Comhionannais Department of Justice and Equality



Áisneacht Fháilte agus Comhtháite Reception and Integration Agency

Mr. Jamie Carnegie, OFM, Laccamore, Abbeydorney, Tralee, Co. Kerry.

8th January 2019

Dear Mr Carnegie,

The Reception and Integration Agency carried out an inspection at Atlas House, Killarney on 7 December 2018. A copy of the report is enclosed for your attention and I apologise for the delay in forwarding this to you. Please read the report carefully and do not hesitate to contact me if it contains any discrepancies.

During the course of the inspection a number of issues were highlighted. We would appreciate your immediate attention to deal with any hazards or risks detailed in this report.

Please reply in writing, on or before Friday 1st February 2019 outlining the steps you have taken/propose to take to address the issues raised.

Yours sincerely,

Bernie Loughrey

Internal Inspection Unit

Reception and Integration Agency



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Atlas House Deerpark road Killarney Co. Kerry 10.01.2019

Re: Inspection 07.12.2018

Dear Bernie,

In response to the recent audit in this centre, I have read over the report and the following action has been taken.

- Rooms 10, 38, 40 mould in bathroom removed.
- Centre manager will get quotes for replacement curtains for bedrooms and forward to RIA.
- Room 28 bulb replaced in bathroom. Resident asked to remove trip hazard.
- Rooms 30, 33 & 34 de-cluttered and residents offered storage extra space.

Yours faithfully,

Jamie Carnegie

Managing director.

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