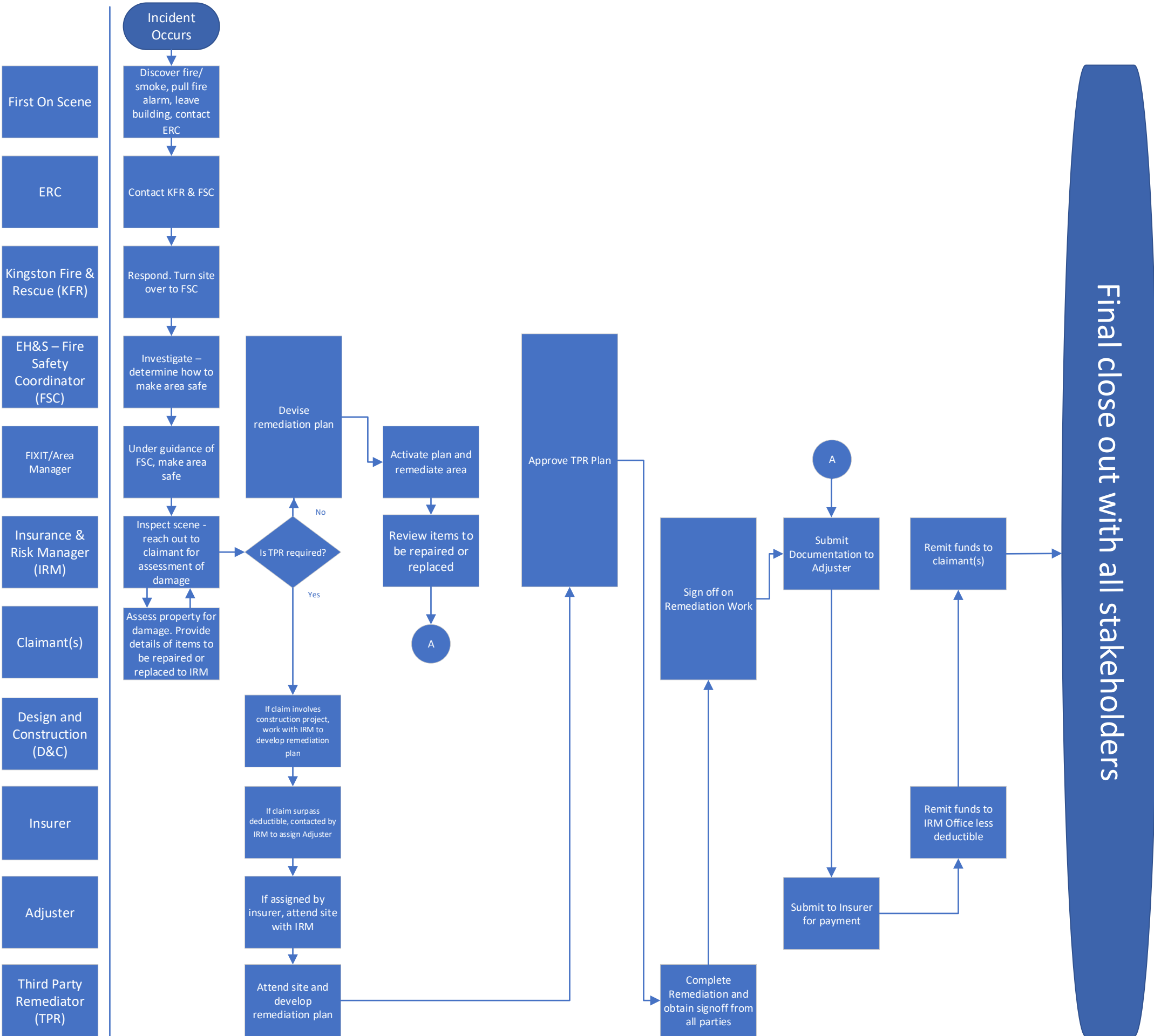


Standard Operating Procedure Fire or Smoke Insurance Claim



Final close out with all stakeholders

- First On Scene
- ERC
- Kingston Fire & Rescue (KFR)
- EH&S – Fire Safety Coordinator (FSC)
- FIXIT/Area Manager
- Insurance & Risk Manager (IRM)
- Claimant(s)
- Design and Construction (D&C)
- Insurer
- Adjuster
- Third Party Remediator (TPR)