

# **FIRE RISK ASSESSMENT**

The purpose of this report is to provide an assessment of the risk to life from fire in these premises, and where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire.

## **1 PREMISES PARTICULARS**

*Premises Name*

*Address*

*Tel no:*

*Use of Premises*

*Guidance used*

*Responsible Person (Owner/Employer or Person in control of the premises)*

*Date of Risk Assessment*

*Date of Review*

*Name & contact details of the person who carried out the Fire Risk Assessment*

*Experience and qualifications*

*Names of persons consulted by the Fire Risk Assessor*

*Premises Fire Loss Experience*

## **2 RELEVANT FIRE SAFETY LEGISLATION**

*Title of legislation*

*The above legislation is enforced by*

**3****GENERAL DESCRIPTION OF PREMISES**

*Age, details of construction, features*

**Occupancy**

*Times the premises are in use:                      to*

*The Total Number of persons Employed  
within the premises at any one time:*

*The Total Number of Persons who may  
resort to the Premises at any one time:*

**Size**

*Building footprint  
(Metres x Metres):*

*Number of floors:*

*Number of basements:*

*Number of stairs:*

**4****PEOPLE ESPECIALLY AT RISK FROM FIRE**

*Identify and specify the location of people at significant risk in case of fire, indicating why they are at risk and what controls are or need to be in place:*

- i). Sleeping occupants*
- ii). Disabled occupants*
- iii). Occupants in remote areas*
- iv). Lone workers*
- v). Young persons*
- vi). Others (include Outside contractors)*



*Sources of Ignition: (Electrical, Smoking, Arson, Heating Installations, Cooking, Lightning)*

*Sources of Fuel and storage of combustible materials:*

*Work Processes that impact on General Fire Precautions:*

*Structural features that could promote the spread of fire:*

*Hazards introduced by Outside contractors and building works:*

**7**

**FIRE PROTECTION MEASURES**

**7a**

**MEANS OF ESCAPE – HORIZONTAL EVACUATION**

*Commentary:*

*Deficiencies:*

**7b**

**MEANS OF ESCAPE – VERTICAL EVACUATION**

*Commentary:*

*Deficiencies:*

**7c**

**MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT**

**COMPARTMENTATION**

*Commentary:*

*Deficiencies:*

**SURFACE SPREAD OF FLAME**

*Commentary:*

*Deficiencies:*

**7d**

**EMERGENCY LIGHTING SYSTEM**

*Commentary:*

*Deficiencies:*

**7e**

**FIRE SAFETY SIGNS AND NOTICES**

*Commentary:*

*Deficiencies:*

**7f**

## **FIRE WARNING SYSTEM**

*Commentary:*

*Deficiencies:*

**7g**

## **FIRE FIGHTING EQUIPMENT**

*Commentary:*

*Deficiencies:*

**7h**

## **AUTOMATIC FIRE SUPPRESSION SYSTEMS**

*Commentary: (Type of system, designed and installed to what standard?)*

*Deficiencies:*

*Fire Safety is managed by:*

*The following competent person(s) are appointed to assist:*

*Fire Safety arrangements recorded  
Commentary:*

### **PROCEDURES IN THE EVENT OF FIRE**

*Commentary:*

*Deficiencies:*

### **METHOD FOR CALLING THE FIRE SERVICE**

*Commentary:*

*Deficiencies:*



## **LIAISON FOR FIRE AND RESCUE SERVICE PLANNING**

*Commentary:*

## **ARRANGEMENTS FOR ROUTINE INSPECTIONS OF FIRE PRECAUTIONS**

*Commentary:*

## **NOMINATED TRAINED PERSONS**

### **USE OF FIRE FIGHTING EQUIPMENT**

*Commentary:*

### **ASSIST WITH EVACUATION**

*Commentary:*

*Deficiencies:*

## **EMERGENCY ACTION PLAN**

*Commentary:*

**EMPLOYEE INDUCTION FIRE SAFETY**

*Commentary:*

**EMPLOYEE PERIODIC FIRE SAFETY**

*Commentary:*

**ADDITIONAL TRAINING FOR SPECIAL RESPONSIBILITIES**

(eg. Fire Warden, assisting with evacuation)

*Commentary:*

**FIRE DRILLS**

*Commentary:*

**EMPLOYEES OF OUTSIDE ORGANISATIONS**

*Commentary:*

**RECORDS OF TRAINING AND DRILLS**

*Commentary:*

*Is there a maintenance programme for the fire protection measures in the premises by appropriate competent person(s)* **Yes / No**

**Deficiencies:**

*Are regular checks of fire resisting doors, walls & partitions carried out* **Yes / No**

**Deficiencies:**

*Are regular checks of escape routes & exit doors carried out* **Yes / No**

**Deficiencies:**

*Are regular checks of fire safety signs carried out* **Yes / No**

**Deficiencies:**

*Is there a service and test regime for the fire warning system* **Yes / No**

**Deficiencies:**

**Weekly Testing**

**Annually Serviced**

*Is there a service and test regime for the emergency lighting system* **Yes / No**

**Deficiencies:**

**Weekly**

**Monthly**

**Annually**

*Is there maintenance of the fire fighting equipment* **Yes / No**

**Deficiencies:**

**Weekly**

**Annually**

*Are records kept & their location identified* **Yes / No**

**Deficiencies:**

Taking into account the fire prevention measures observed at the time of this risk assessment, it is the opinion of the Fire Risk Assessor that the hazard from fire (likelihood of fire) at these premises is:

Low  Medium  High

Taking into account the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is the opinion of the Fire Risk Assessor that the consequences for life safety in the event of fire would be:

Slight harm  Moderate harm  Extreme harm

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial  Tolerable  Moderate  Substantial  Intolerable

#### RISK LEVEL ACTION AND TIMESCALE

**Trivial** - No action is required and no detailed records need be kept.

**Tolerable** - No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.

**Moderate** - It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.

**Substantial** - Considerable resources might have to be allocated to reduce the risk. If the premises is unoccupied, it should not be occupied until the risk has been reduced. If the premises is occupied, urgent action should be taken.

**Intolerable** - Premises (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan.)

The fire risk assessment should be reviewed regularly.

To remedy the deficiencies identified in sections 8 to 17, the following recommendations should be implemented in order to reduce fire risk to, or maintain it at, the following level:

Trivial

Tolerable

<i>Deficiency/Rectification</i>	<i>Priority</i>	<i>Date to be Rectified</i>	<i>Date Rectified</i>	<i>Action by whom</i>

# **FIRE RISK ASSESSMENT**

## **LAST PAGE**

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