



Premises Fire Risk Assessment UoR.

Sample Report



1 Intro

1.1 - Assessor	
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1.2 - Date Assessment Carried Out	
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1.3 - Date of Previous Assessment	
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1.4 - Suggested Date for Review	
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1.5 - Date of Six Month Review	
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1.6 - Name of Assessor for Six Month Review	
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2 The Premises

2.1 - Number of Floors at Ground Level & Above	
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2.2 - Number of Floors entirely below Ground Level:	
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2.3 - Number of Flats if Residential	
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2.4 - Approximate Floor Area (Metres Squared)	
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2.5 - Details of Construction, Layout & Fire Strategy	
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2.6 - Occupancy Type	
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3 Event Information

3.1 - Does this Assessment Relate to an Event?	
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3.2 - What is the Name of the Event?	
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3.3 - If not within a building, describe the location of the event	
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3.4 - Event Description & Any other Comments	
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3.5 - Photo of Event	
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4 The Occupants

4.1 - Number of staff at any one time	
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4.2 - Number of other occupants at any one time	
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4.3 - Total number of occupants at any one time	
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5 Occupants Especially at Risk from Fire

5.1 - Sleeping Occupants	
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5.2 - Disabled Occupants	
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5.3 - Other Disabled Occupants	
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5.4 - Occupants in Remote Areas & Lone Workers	
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5.5 - Young Persons Employed	
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5.6 - Others	
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6 Fire Loss Experience

6.1 - Fire Loss Experience	
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7 Relevant Fire Safety Legislation

7.1 - The following fire safety legislation applies to these premises:	
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7.2 - The above legislation is enforced by:	
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7.3 - Other legislation that makes significant requirements for fire precautions in these premises [other than the Building Regulations 2010 (as amended)]:	
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7.4 - The other legislation referred to above is enforced by:	
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7.5 - Is there an alterations notice in force?	
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8 Electrical Sources of Ignition

8.1 - Are reasonable measures taken to prevent fires of electrical origin?	
8.2 - Are fixed installations periodically inspected and tested?	
8.3 - Is portable appliance testing carried out?	
8.4 - Is there suitable control over the use of personal electrical appliances?	
8.5 - Is there suitable limitation of trailing leads and adapters?	
8.6 - Additional Observations	

9 Smoking

9.1 - Are reasonable measures taken to prevent fires as a result of smoking?	
9.2 - More specifically: Is smoking prohibited in the building?	
9.3 - Is smoking prohibited in the appropriate areas?	
9.4 - Are there suitable arrangements for those who wish to smoke?	

9.5 - Did the smoking policy appear to be observed at the time of inspection?	
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9.6 - Additional Observations	
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10 Arson

10.1 - Does basic security against arson by outsiders appear reasonable?	
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10.2 - Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders?	
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10.3 - Additional Observations	
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11 Portable Heaters, Heating & Ventilation Installations

11.1 - Is there satisfactory control over use of portable heaters?	
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11.2 - Are fixed heating and ventilation installations subject to regular maintenance?	
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11.3 - Additional Observations	
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12 Cooking

12.1 - Are reasonable measures taken to prevent fires as a result of cooking?	
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12.2 - More specifically, are filters cleaned or changed and ductwork cleaned regularly?	
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12.3 - Additional Observations	
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13 Lightning

13.1 - Does the building have a lightning protection system?	
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13.2 - Additional observations	
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14 Housekeeping

14.1 - Is the overall standard of housekeeping adequate?	
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14.2 - More specifically: Do combustible materials appear to be separated from ignition sources?	
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14.3 - Is unnecessary accumulation or inappropriate storage of combustible materials or waste avoided?	
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14.4 - Are gas and electricity intake/meter cupboards adequately secured & kept clear of combustible materials?	
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14.5 - Additional Observations	
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15 Outside Contractors & Building Work

15.1 - Is there satisfactory control over works carried out in the building/event?	
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15.2 - More specifically: Are appropriate fire safety conditions imposed on outside contractors?	
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15.3 - Where appropriate, is a permit to work system used (eg "Hot Works")?	
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15.4 - Are suitable working precautions taken by in-house maintenance personnel?	
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15.5 - Additional Observations	
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16 Dangerous Substances

16.1 - Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises?	
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17 Other Significant Fire Hazards that Warrant Consideration

17.1 - List any hazards here	
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17.2 - Additional Observations	
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18 Means of Escape

18.1 - Is the design and maintenance of the means of escape considered adequate?	
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18.2 - More Specifically: Do staircase and exit capacities appear to be adequate for the number of occupants?	
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18.3 - Are there reasonable distances of travel where there is escape in a single direction?	
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18.4 - Are there reasonable distances of travel where there are alternative means of escape?	
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18.5 - Is there adequate provision of exits?	
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18.6 - Do fire exits open in the direction of escape, where necessary?	
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18.7 - Are there satisfactory arrangements for escape where revolving doors or sliding doors are used as exits?	
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18.8 - Are the arrangements provided for securing exits satisfactory?	
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18.9 - Is a suitable standard of protection designed for escape routes?	
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18.10 - Are there reasonable arrangements for means of escape for disabled people?	
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18.11 - Any other Observations?	
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18.12 - Are the escape routes available for use and suitably maintained?	
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18.13 - More Specifically: Are fire-resisting doors maintained in sound condition and self-closing, where necessary?	
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18.14 - Is the fire-resisting construction protecting escape routes in sound condition?	
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18.15 - Are all escape routes clear of obstructions?	
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18.16 - Are all fire exits easily and immediately openable?	
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18.17 - Additional Observations	
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19 Measures to Limit Fire Spread & Development

19.1 - Is there compartmentation of a reasonable standard?	
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19.2 - Is there reasonable limitation of linings that might promote fire spread?	
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19.3 - As far as can reasonably be ascertained, is there reasonable fire separation within the roof space?	
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19.4 - As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke and products of combustion in the early stages of a fire?	
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19.5 - Additional Observations	
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20 Emergency Escape Lighting

20.1 - Has a reasonable standard of emergency escape lighting system been provided?	
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20.2 - Additional Observations	
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21 Fire Safety Signs & Notices

21.1 - Is there a reasonable standard of fire safety signs and notices?	
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21.2 - Additional Observations	
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22 Means of Giving Warning in Case of Fire

22.1 - Is a reasonable fire detection & fire alarm system provided?	
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22.2 - Is there remote transmission of alarm signals?	
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22.3 - Is a zone plan displayed?	
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22.4 - Relevant information on false alarm experience (if known):	
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22.5 - Additional Observations	
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23 Provision of Manual Fire Fighting Appliances

23.1 - Is there a suitable of provision of fire extinguishers?	
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23.2 - Are all Fire Extinguishers Readily Accessible?	
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23.3 - Additional Observations	
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24 Relevant Automatic Fire Extinguishing Systems

24.1 - Type of Fixed System	
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24.2 - Additional Observations	
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25 Other Relevant Fixed Systems and Equipment

25.1 - Type of Fixed System	
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25.2 - Is there suitable provision of firefighters' switch(es) for high voltage luminous tube signs, etc.?	
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25.3 - Are there appropriately sited facilities for electrical isolation of any photovoltaic (PV) cells, with appropriate signage, to assist the fire and rescue service?	
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25.4 - Additional Observations	
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26 Procedures & Arrangements

26.1 - Safety assistance: The competent person(s) appointed under Article 18 of the Fire Safety Order to assist the responsible person in undertaking the preventive and protective measures (i.e. relevant general fire precautions) is:	
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26.2 - Fire Safety at the premises is managed by:	
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26.3 - Is there a suitable record of the fire safety arrangements?	
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26.4 - Are procedures in the event of fire appropriate and properly documented, where appropriate?	
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26.5 - More specifically: Are there adequate procedures for investigating fire alarm signals?	
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26.6 - Are there suitable arrangements for summoning the fire and rescue service?	
26.7 - Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to firefighters?	
26.8 - Are there suitable arrangements for ensuring that the premises have been evacuated?	
26.9 - Is there a suitable fire assembly point(s)?	
26.10 - Are there adequate procedures for evacuation of any disabled people who are likely to be present?	
26.11 - Additional Observations	
26.12 - Are there persons nominated to use fire extinguishing appliances?	
26.13 - If the premises are in multiple occupation, are there adequate arrangements for cooperation between duty-holders to ensure coordination of their fire safety arrangements?	
26.14 - Are there persons nominated to assist with evacuation, including evacuation of disabled people?	

26.15 - Is there appropriate liaison with fire and rescue service (i.e. by fire and rescue service crews visiting for familiarization visits?)	
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26.16 - Are routine in-house inspections of fire precautions undertaken (e.g. in the course of health and safety inspections)?	
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27 Training & Drills

27.1 - Are all staff given adequate fire safety instruction and training?	
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27.2 - More specifically: Are they trained on induction?	
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27.3 - Are they given periodic refresher training?	
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27.4 - Are they given additional training to cover any specific roles and responsibilities?	
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27.5 - Is the content of training provided considered adequate?	
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27.6 - Are fire drills carried out at appropriate intervals?	
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27.7 - When the employees of another employer work in the premises, is appropriate information on fire risks and fire safety measures provided?	
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27.8 - Additional Observations	
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28 Testing & Maintenance

28.1 - Is there adequate maintenance of the premises?	
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28.2 - Is weekly testing and periodic servicing of the fire detection and fire alarm system undertaken?	
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28.3 - Are monthly and annual testing routines in place for the emergency escape lighting?	
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28.4 - Is annual maintenance of fire extinguishing appliances undertaken?	
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28.5 - Is periodic inspection of external escape staircases and gangways undertaken?	
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28.6 - Are six-monthly inspection and annual testing of rising mains undertaken?	
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28.7 - Are weekly and monthly testing, six-monthly inspection, and annual inspection and testing undertaken of lift(s) provided for use by firefighters or evacuation of disabled people (evacuation lifts)?	
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28.8 - Are weekly testing and periodic inspection of sprinkler installations undertaken?	
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28.9 - Are routine checks of final exit doors and/or security fastenings undertaken?	
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28.10 - Is annual inspection and testing of the lightning protection system undertaken?	
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28.11 - Other relevant inspections or tests.	
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28.12 - Additional Observations	
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29 Records

29.1 - Are there appropriate records of Fire Drills?	
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29.2 - Are there appropriate records of Fire Training?	
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29.3 - Are there appropriate records of False Alarms?	
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29.4 - Are there appropriate records of Fire Alarm Tests?	
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29.5 - Are there appropriate records of Emergency Escape Lighting Tests?	
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29.6 - Are there appropriate records of maintenance & testing of other fire protection systems & equipment?	
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29.7 - Additional Observations	
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30 Engagement with Residents

30.1 - Has information on fire procedures been disseminated to residents?	
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30.2 - Is fire safety information disseminated to residents?	
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30.3 - Additional Observations	
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31 Do you wish to add any Additional Documents?

31.1 - Documents Tranche 1	
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31.2 - Documents Tranche 2	
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31.3 - Documents Tranche 3	
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31.4 - Documents Tranche 4	
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31.5 - Documents Tranche 5	
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31.6 - Documents Tranche 6	
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31.7 - Documents Tranche 7	
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31.8 - Documents Tranche 8	
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Likelihood of Fire

Considering the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Not yet assessed

In this context, a definition of the above terms is as follows:




 Low	Unusually low likelihood of fire as a result of negligible potential sources of ignition.
 Medium	Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).
 High	Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Consequences of Fire

Considering the nature of the building and the number and type of occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Not yet assessed

In this context, a definition of the above terms is as follows:







 Slight Harm	Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a bedroom in which fire occurs).
 Moderate Harm	Outbreak of fire could result in injury of one or more occupants, but it is unlikely to involve multiple fatalities.
 Extreme Harm	Significant potential for serious injury or death of one or more occupants.

Comments

Fire Risk






The fire risk is assessed by combining the likelihood of fire and the consequences of fire

In this context, a definition of the above terms is as follows:

		Potential consequences of fire		
		 Slight Harm	 Moderate Harm	 Extreme Harm
Fire Hazard	 Low	Trivial Risk	Tolerable Risk	Moderate Risk
	 Medium	Tolerable Risk	Moderate Risk	Substantial Risk
	 High	Moderate Risk	Substantial Risk	Intolerable Risk

Accordingly, it is considered that the risk to life from fire at this building is:	Not yet assessed
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In this context, a definition of the above terms is as follows:

 Trivial Risk	No action is required and no detailed records need be kept.
 Tolerable Risk	No major additional controls required. However, there may be a need for improvements that involve minor or limited cost.
 Moderate Risk	It is essential that efforts are made to reduce the risk. Risk reduction measures 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 Risk	Considerable resources may have to be allocated to reduce the risk. If the building is unoccupied; it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
 Intolerable Risk	Building (or relevant area) should not be occupied until the risk is reduced.