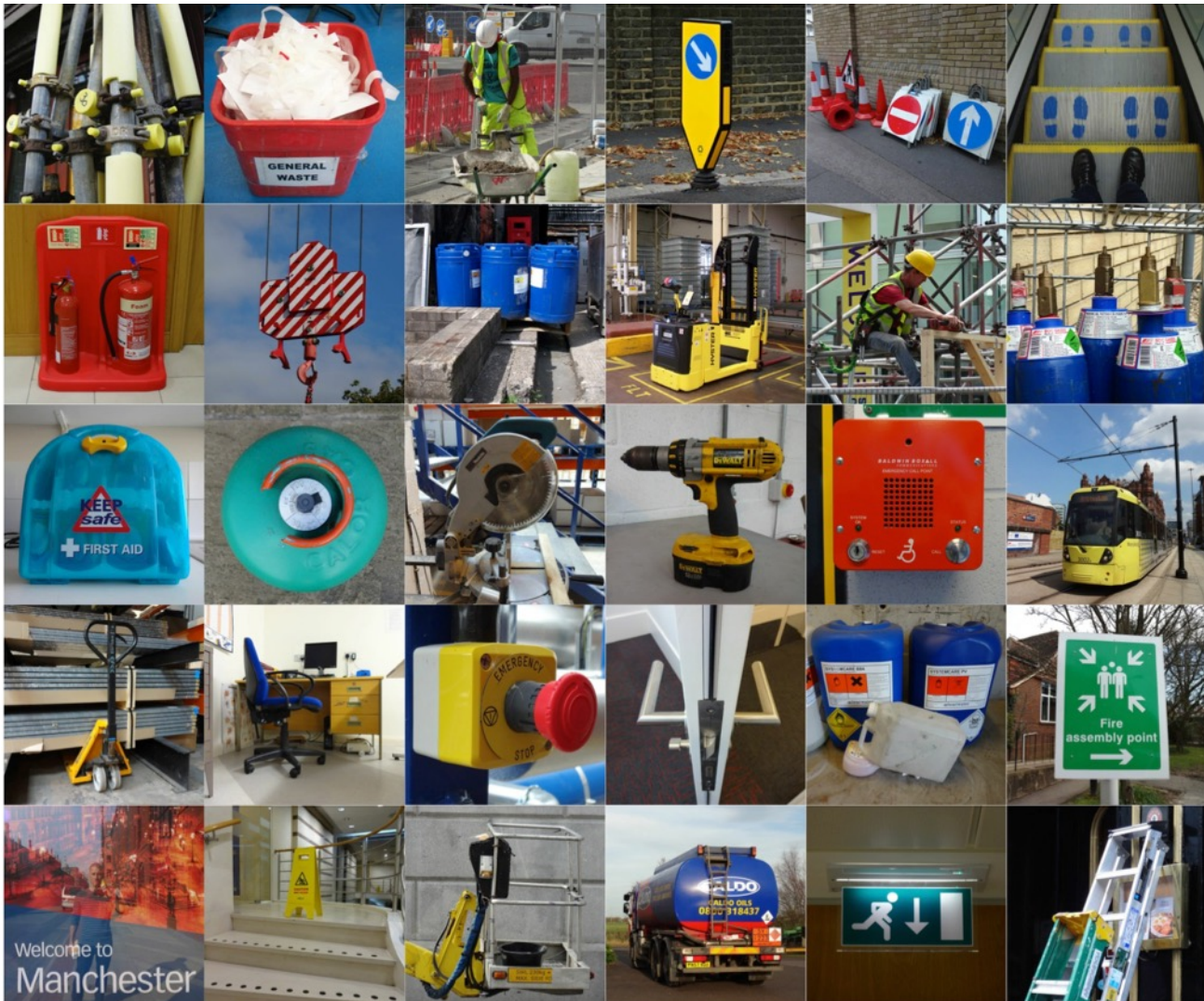




Fire Safety Risk Assessment

(Article 9 of The Regulatory Reform (Fire Safety) Order 2005)



Example Site – FRA Excerpt

V1 - 24th September 2015



Location:	Location
Address:	Address
Contact:	Contact
Occupancy:	Approximately X persons (site intensity dependent)
Building Type:	Modern, industrial estate complex, Two floor unit of approximately X square feet
Risk Profile:	Risk Profile
Management Level:	Management Level



Assessor:	A J Barton	Assessment Date:	24 th September 2015	Revision No:	240915
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1 - MANAGEMENT OF HEALTH & SAFETY	Outcome	Comments	Action
1. Have previous general workplace Health & Safety risk assessments been undertaken?	Yes	General Workplace Risk Assessment available	
2. Have previous fire risk assessments been undertaken?	Yes	Last revision September 2014	
3. Have all actions, if any, been completed?	Yes	Outstanding issues highlighted in previous document (FRA Review 23/11/14) have been addressed	

2 - ORGANISATIONAL ARRANGEMENTS	Outcome	Comments	Action
4. Has the management team for the location been appropriately trained – has any one individual been deemed the site 'responsible person'?	No	There is no central Fire Log that draws all relevant fire information together or available procedure that identifies who the 'Responsible Person' is for the site	1
5. Have employees received appropriate fire awareness training?	Yes	Fire warden have been appropriately trained	
6. If the premises are multi tenanted, are the emergency procedures co-ordinated?	N/A	COMPANY are sole occupants of the building	
7. Are there arrangements for informing/liasing with other employers whose staff are guest workers in the premises, such as maintenance contractors and cleaners?	N/A	COMPANY are sole occupants of the building	
8. Is there adequate site access for emergency vehicles?	Yes	The building sits within a modern estate with multiple entry and approach directions	

3 - FIRE PREVENTION	Outcome	Comments	Action
9. Are sources of ignition suitably controlled on site? (E.g. Electrical, hot works, naked flames)	Yes	The site is an office building with minimal sources of ignition	
10. Are sources of fuel suitably controlled on site?	Yes	The site is an office building with minimal sources of fuel – housekeeping is appropriate for the nature of the site	
11. Have the electrical mains been certified within the past five years? (BS7671)	Yes	The electrical mains were last tested in August 2013	
12. Are the portable appliance testing records complete and up-to-date?	Yes	PA testing has been completed – though an asset register should be compiled and used for future visits	Obs
13. Is housekeeping adequate – combustible waste kept to a minimum and/or adequately controlled?	Yes	Housekeeping is appropriate for the nature of the site – waste is controlled in office and kitchen areas	



The Remaining Sections have been edited for the purposes of a shorter example document

4 – FIRE SYSTEMS & DETECTION	Outcome	Comments	Action
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5 – MEANS OF ESCAPE / EXIT ROUTES	Outcome	Comments	Action
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6 – EMERGENCY EVACUATION PLANS	Outcome	Comments	Action
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7 – BUILDING MAINTENANCE	Outcome	Comments	Action
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NOTE – As with any ‘dynamic’ Risk Assessment process, the identification and determination of risk is on a "probable" basis, recognising the degree to which this Fire Risk Assessment is based on sampling and items that can be viewed, inspected and evidenced on the day; undetected risks may still exist.

8 – RISK ASSESSMENT MATRIX / ACTION PLAN

No.	Identified Non conformance / Insufficiently controlled risk	Likelihood	Severity	Risk	Corrective Action Required	Likelihood	Severity	Residual Risk	Actioned
1.	The management team for the location has not been appropriately trained? There is no central Fire Log or available procedure that identifies who the ‘Responsible Person’ is for the site	3	5	15	Ensure that appropriate training is provided for anyone who occupies a management position in respect of fire safety or undertakes a key functional role (e.g. Fire Warden)	1	5	5	

High	Very limited or no controls in place - significant breach of Fire / H&S legislation, non-compliance with policy and procedures, non-compliance with best practice. Intolerable risk to the organisation in terms of personal injury, civil or criminal litigation.
Medium	Partial or inadequate controls exist - possible breach of Fire / H&S legislation, non-compliance with policy and procedures, non-compliance with best practice. Possible risk to the organisation in terms of personal injury, civil or criminal litigation.
Low	Controls exist - unlikely breach of Fire / H&S legislation, partial non-compliance with policy and procedures, best practice. Low risk of personal injury. Low risk of improvement notice being served by the enforcing authorities.



9 – RISK RATING

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (probability of ignition) at this building is:

Risk:	COMPANY - Site	Medium
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Taking into account the nature of the building and the occupants, as well as the fire protection and procedural arrangements observed at the time of this risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Risk:	COMPANY - Site	Low
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Following completion of recommendations of this fire risk assessment it is considered that the risk to life from fire at this building is:

Overall Risk:		
Trivial	No action is required and no additional detailed records need be kept	
Tolerable	No major additional controls required. However, there may be a need for consideration of improvements that involve minor or limited cost, and various corrective actions may be required	X
Moderate	It is essential that efforts be 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 may be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures	
Substantial	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	Building (or relevant area) should not be occupied until the risk is reduced.	

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