

Fire Risk Assessment

'Desktop' Risk Profile for Premises
Responsible Person:
BAFE SP205-1 Certificate Number
Date of FRA Issue to Client

High
Northwards Housing
See Master Property List
10 October 2017

V-160918 GN

General Information

UPRN
Address 1
Address 2
Address 3 (street)
Address 4 (area)
Postcode
Fire Risk Assessor
Date of inspection (enter as - dd/mm/yy)
Checked by:
Rec. review date (subject to appropriate interim management)

N/K
Pevensey Court
Dalham Avenue
Manchester
M9 7DX
Neil Sturdy (IFE Registered Assessor)
27 July 2017
John Herbison MIFireE FCABE (IFE Registered Assessor)
10 October 2018

The Premises

Property Designation
No of Floors
No of Flats (if applicable)
Ground floor area (m2) (if applicable)
Total area of all floors (m2) (if applicable)
Building Description i. no of staircases, storeys ii. no of entrances/exits iii. lifts iv. stepped/level access v. ancillary usage
Building Construction i. approx. age / year built ii. building structure, floors, walls and roof iii. cladding
Extent of common areas (please describe common areas assessed)
Areas of the building to which access was not available
If applicable, state which flats were sample inspected

GN over 5 storeys
9
71
N/A
N/A
9 storey 1960`s purpose built block consisting of 71 general needs, open deck access flats. Entrance to the common area is via a secure door to the front elevation to the entrance lobby. 7 ground floor flats are accessed direct from street level with service risers adjacent to the entrance doors. The ground floor entrance lobby consists of 2 x passenger lifts (one to odd numbers and one to even numbers), service cupboard/office, access to the stairs, and access to the rear of the building. Upper floors are accessed from a stair lobby containing the passenger lift, dry riser and access to the open deck balcony. The open deck balcony gives access to 8 flats with service risers, bin chute room and electrical riser. There is secured access to the roof and lift plant room off the stair lobby on the 8th floor. Level entrance to the block. The ground floor appears to have a service/store cupboard accessed from the outside. The bin chute bin store appears to be located on the ground floor built into the block and accessed from the front of the building.
Approx. 1960`s purpose built building, steel frame portal with brick infill, suspended intermediate concrete floors, concrete stairs, open deck balcony approach and a flat roof. The building appears to have been upgraded with a EW1 cladding. Windows appear to have been replaced and balconies enclosed with UPVC frames & panels.
Communal entrance hall, stairs, stair lobbies, open deck approach, service cupboards, service riser, passenger lift, store room, bin store.
Lift plant room, roof, service cupboards/service risers, residents flats as fitted with non standard locks, caretaker was on annual leave and no resident answered to sample flats.
No flat sampled

The Occupants

Fire Risk Assessment

Management Extent
Details of any onsite management (hours onsite etc. if known)
Person managing fire safety in premises (and position in Coy.)
Person consulted during the fire risk assessment
Number of occupants (maximum estimated)
Number of employees
Number of members of the public (maximum estimated)
Identify any people who are especially at risk -sleeping occupants

Managed Building - Manager or Senior Staff onsite regularly
Caretaker on site Monday - Friday 8.00am - 5.00pm (on annual leave at time of assessment).
Appointed by Andy Wood (Head of Responsive Repairs and Servicing)
No one.
142, presumed 2 per flat.
Caretaker on site Monday - Friday 8.00 - 4.00pm. Occasional attendance assumed by maintenance staff, employees and contractors
General Needs premises - low number of visitors expected at any one time
No information available however this is a 'General Needs' premises so occupants are assumed to be typical of the general population

Other Information
Fire loss experience (since last FRA)
Any other relevant information

None reported.
None reported.

Fire Safety Legislation
The following fire safety legislation applies to these premises:
Other key fire safety legislation (other than Building Regs 2000):

Regulatory Reform (Fire Safety) Order 2005
The Housing Act 2004

Elimination or Reduction of Fire Hazards

Electrical Ignition Sources			Response	Quantity	Photo Ref:
A1	Is fixed installation periodically inspected and tested ?	N/K			
	Comment: <i>Date of last fixed electrical installation inspection</i>		No information available		
	Recommendation:		Recommend management confirm that the common area fixed electrical system has been inspected and tested within the last five years in accordance with BS 7671:2008 (as amended)	1	Man2
A2	Is PAT testing in common areas carried out (annually)?	N/K			
	Comment:		No electrical appliances expected or observed in the communal areas but may be present in caretakers store/office.		
	Recommendation:		Recommend management confirm that all portable electrical appliances in common areas are inspected and tested annually	1	Man2
A3	Is there a policy for personal electrical appliances?	N/K			
	Comment:		No such items noted		
	Recommendation:			1	N/A
A4	Is the use of adapters and leads limited?	N/A			
	Comment:		No such items noted.		
	Recommendation:				N/A

Smoking Policies

Smoking Policies			Response	Quantity	Photo Ref:
B1	Are there suitable arrangements for those who wish to smoke? (state what the arrangements are)	Y			
	Comment:		Smoking is not permitted in the communal area in line with the "Smoke-free (Premises and Enforcement) Regulations 2006". Residents are permitted to smoke in their own flats.		

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Recommendation:					N/A
B2	Does the policy in relation to smoking appear to be observed?	Y			
	Comment:	No evidence of smoking within the communal area.			
	Recommendation:				N/A

Arson		Response	Quantity	Photo Ref:	
C1	Are premises secure against arson by outsiders? (Please state how)	Y			
	Comment:	The main entrance is secured by an electronic door entry system controlled by the staff and residents with an emergency drop key override switch provided.			
	Recommendation:			7189	N/A
C2	Are bins secured / stored in a suitable location? (Please state bin type, location, if and how it is secured)	Y			
	Comment:	Bins are stored in the secure bin chute store built into the building or outside to the front of the building.			
	Recommendation:			7167	N/A
C3	Is fire load close to the premises minimised?	Y			
	Comment:	Appears satisfactory at time of assessment.			
	Recommendation:				N/A

Portable Heaters and Heating Installations		Response	Quantity	Photo Ref:	
D1	If used, is the use of portable heaters regarded as safe?	N/A			
	Comment:	No such items noted at time of assessment			
	Recommendation:				N/A
D2	Are fixed heating systems maintained (annually)?	N/K			
	Comment: <i>Date of last fixed heating system inspection</i>	Informed district heating is provided, no information available.			
	Recommendation:	Recommend management confirm that the gas fixed heating system is inspected and serviced annually and records kept on site.		1	Man2

Cooking		Response	Quantity	Photo Ref:	
E1	Are reasonable measures in place to prevent fires as a result of cooking?	Y			
	Comment:	No communal kitchen noted, general needs block.			
	Recommendation:				N/A
E2	Are filters changed and ductwork cleaned?	N/A			
	Comment:				
	Recommendation:				N/A
E3	Are suitable extinguishing appliances available?	N/A			
	Comment:				
	Recommendation:				N/A

Lightning	Response	Quantity	Photo Ref:
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F1	Does the building have a lightning protection system?	Y			
	Comment:	Lightning protection system noted.			
	Recommendation:	Recommend management confirm that the lightning protection system is tested annually in accordance with BS EN 62305 and records kept on site.		1	7495

House-Keeping			Response	Quantity	Photo Ref:
G1	Is the property regularly cleaned to prevent the build up of combustibles?	Y			
	Comment:	Caretaker undertakes cleaning duties.			
	Recommendation:				
G2	Combustible materials not kept near sources of ignition?	N/K			N/A
	Comment:	No service cupboards inspected.			
	Recommendation:	Recommend a check be made to ensure combustible items are not stored within the electrical intake cupboard		1	
G3	Escape routes kept clear of items combustible materials or waste?	N			
	Comment:	Chairs noted on the 2nd and 3rd floors.			
	Recommendation:	Recommend combustible items noted are removed from the common area and the area kept clear.		1	7413, 7430
G4	Escape routes kept clear of any trip hazards?	Y			
	Comment:	No significant trip hazards noted on escape routes.			
	Recommendation:				
G5	Any hazardous materials are stored correctly?	Y			N/A
	Comment:	No hazardous items noted at time of assessment.			
	Recommendation:				
G6	Are all other house-keeping issues satisfactory?	N/K			
	Comment:	No access to the lift plant room on the roof as roof hatch was fitted with 3 non standard locks.			
	Recommendation:	Recommend management check the lift plant room for any unnecessary stored combustible items.		1	7221, 7222, 7223

Hazards introduced by Outside Contractors			Response	Quantity	Photo Ref:
H1	Are fire safety conditions imposed on outside contractors?	N/K			
	Comment:				
	Recommendation:				
H2	Is there satisfactory control over works carried out in the building by outside contractors (e.g. hot work permits)?	N/K			N/A
	Comment:				
	Recommendation:				
H3	Is there satisfactory control over works carried out in the building by in-house contractors (e.g. hot work permits)?	N/K			N/A
	Comment:	No information available.			

Recommendation:	Recommend management confirm that fire safety conditions are imposed on contractors - and that there is satisfactory control over work by both outside and in-house contractors including hot working permits	1		Man2
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Dangerous Substances		Response	Quantity	Photo Ref:
I1	If dangerous substances are used, has a risk assessment been carried out as required by the Dangerous Substances and Explosives Atmospheres Regulations 2002?	N/K		
Comment:		See G5		
Recommendation:				N/A

Other Significant Hazards		Response	Quantity	Photo Ref:
J1	Are all issues deemed satisfactory? [1]	Y		
Comment:		As far as can be seen from visual inspection and that recommendations outlined in this report are followed up it would appear satisfactory.		
Recommendation:				N/A
J2	Are all issues deemed satisfactory? [2]	N/A		
Comment:				
Recommendation:				N/A
J3	Are all issues deemed satisfactory? [3]	N/A		
Comment:				
Recommendation:				N/A

General Fire Protection Measures		Response	Quantity	Photo Ref:
Means of Escape				
K1	Is escape route design deemed satisfactory? (Consider current design codes)	Y		
Comment:		Flats discharge onto the communal open deck approach leading to a protected stair lobby to a common stairway descending to the ground floor exiting from the main entrance.		
Recommendation:				N/A
K2	Are the escape routes adequately protected? (Consider lobby protection to staircase, if needed)	Y		
Comment:		Open deck approach, windows are 91cm from the deck, single direction of travel, bin chutes enclosed, protected stairs, deemed satisfactory.		
Recommendation:				N/A
K3	Is there adequate provision of exits, for the numbers who may be present?	Y		
Comment:		Exit from the main entrance/egress deemed satisfactory considering the stay put policy, alternative exit to the rear of the property.		
Recommendation:				N/A
K4	Is there adequate exit width, for the numbers who may be present?	Y		
Comment:		Ground floor exits are satisfactory for expected numbers considering a stay put policy building.		
Recommendation:				N/A

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K5	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	Y			
	Comment:	Electronic push button with emergency override green break glass to main entrance/egress, push bar to rear alternative exit.			
	Recommendation:			7213, 7492	N/A
K6	Do final exits open in the direction of escape where necessary?	Y			
	Comment:	Main entrance/egress door and rear alternative exit opens outwards.			
	Recommendation:				N/A
K7	Are travels distances satisfactory? (consider single direction and more than one direction)	Y			
	Comment:	No limitations on flats with open deck approach.			
	Recommendation:				N/A
K8	Are there suitable precautions for all inner rooms?	Y			
	Comment:	No inner rooms noted.			
	Recommendation:				N/A
K9	Are escape routes separated where appropriate?	Y			
	Comment:	The stairs are separated from the open deck and flat entrance doors by a protected lobby. The bin chute room is separated from the escape route on upper floors.			
	Recommendation:				N/A
K10	Are corridors sub-divided where appropriate?	N/A			
	Comment:	Not necessary.			
	Recommendation:				N/A
K11	Do escape routes lead to a place of safety?	Y			
	Comment:	To the outside and away from the building.			
	Recommendation:				N/A
K12	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	Y			
	Comment:	The stairs appears to have been enclosed or upgraded with UPVC windows and panels with restricted ventilation (windows are locked). Openable doors provided to all levels of the stairs.			
	Recommendation:	1		7258	N/A
K13	Are there suitable arrangements in the building for means of escape for disabled persons?	N/K			
	Comment:	No information available.			
	Recommendation:	Recommend residents are encouraged to contact building management if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. Recommend that a contact reference for this assistance is added to the fire action notices for the block.			1
K14	Are all other means of escape issues satisfactory?	Y			
	Comment:	As far as can be seen from visual inspection at time of assessment.			
	Recommendation:				N/A
K15	Are all other means of escape issues satisfactory?	N/A			
	Comment:				
	Recommendation:				N/A

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K16	Are all other means of escape issues satisfactory?	N/A			
	Comment:				
	Recommendation:				N/A
K17	Recommended evacuation strategy for this building is:	Stay Put.			

Flat Entrance Doors			Response	Quantity	Photo Ref:
L1	Are flat entrance doors or doors / frames appropriately fire rated?	Y			
	Comment:		Flat entrance doors appear to be either original notional fire rated doors or retrofitted replacement fire doors. Doors in the dead ends are not required to be self-closing fire doors.		
	Recommendation:				N/A
L2	Are fire rated flat entrance doors in good condition - not in need of repair?	N			
	Comment:		Entrance door to flat 14 appears damaged, flat 16 has a damaged frame but in in the dead end, therefore satisfactory.		
	Recommendation:		Recommend flat entrance door as noted to flat 14 is replaced with FD30S self-closing fire door.	1	7477, 7478 A
L3	Is all glazing to flat entrance doors appropriately fire rated?	N/K			
	Comment:		Georgian wired glass where fitted.		
	Recommendation:				N/A
L4	Are fan lights above flat entrance doors appropriately fire rated?	N/A			
	Comment:		None fitted		
	Recommendation:				N/A
L5	Are side panels to flat entrance doors appropriately fire rated?	N/A			
	Comment:		None fitted		
	Recommendation:				N/A
L6	Are flat entrance doors fitted with adequate self-closing devices? (From sample inspection)	N/K			
	Comment:		No sample flat inspected.		
	Recommendation:		Recommend management establish a rolling programme of checks to all flat entrance doors to confirm that self-closers are fitted and remain effective.	0 (71)	Man2
L7	Are flat entrance doors fitted with intumescent strips and cold smoke seals? (From sample inspection)	N/A			
	Comment:		The benchmark standard for open deck balcony flats with a single direction of escape is FD30 doors.		
	Recommendation:				N/A
L8	Are letterboxes satisfactory? (State only if missing, damaged or uPVC)	Y			
	Comment:		Appears satisfactory from visual inspection at time of assessment.		
	Recommendation:				N/A
L9	Are all other flat entrance door issues satisfactory?	Y			
	Comment:		As far as can be seen from visual inspection at time of assessment.		
	Recommendation:				N/A

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L10	Are all other flat entrance door issues satisfactory?	N/A						
	Comment:							
	Recommendation:							N/A

Common Area Fire Doors			Response	Quantity	Photo Ref:
M1	Are all common area fire doors and/or frames appropriately fire rated?	Y			
	Comment:		As far as can be seen from visual inspection at time of assessment.		
	Recommendation:				N/A
M2	Are all common area fire rated fire doors in good condition - and not in need of repair?	Y			
	Comment:		Appears satisfactory from visual inspection at time of assessment.		
	Recommendation:				N/A
M3	Is all glazing to common area fire doors appropriately fire rated?	Y			
	Comment:		Georgian wired glass, where fitted, appears satisfactory from visual inspection.		
	Recommendation:				N/A
M4	Are fan lights/side panels to common area fire doors appropriately fire rated?	Y			
	Comment:		Georgian wired glass where fitted to stairs and stair lobby. Service risers on open deck satisfactory as over 1.1m off the deck.		
	Recommendation:				N/A
M5	Are self-closing devices on common area fire doors adequate? (Where appropriate)	N/K			
	Comment:		Self closing devices to stairs and lobbies appear satisfactory at time of assessment.		
	Recommendation:				N/A
M6	Are intumescent strips and smoke seals provided to common area fire doors?	Y			
	Comment:		Intumescent strips and smoke seals appear to be fitted to stairs and lobby doors.		
	Recommendation:				N/A
M7	Are common area fire doors adequate otherwise? (Ironmongery, hold open hooks etc.)	Y			
	Comment:		As far as can be seen from visual inspection at time of assessment.		
	Recommendation:				N/A
M8	Are all other fire door issues satisfactory?	N/A			
	Comment:				
	Recommendation:				N/A

Emergency Lighting			Response	Quantity	Photo Ref:
N1	If emergency lighting is provided, is it in good working order?	N/K			
	Comment:		No information available for servicing.		
	Recommendation:		Recommend that management confirm that the emergency lighting system is tested and maintained in accordance with BS 5266-1:2016	1	Man2
N2	If emergency lighting is provided, is coverage sufficient? (Internal and external)	Y			
	Comment:		Emergency lighting appears to cover escape routes.		

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	Recommendation:				N/A
N3	If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)	N/A			
	Comment:				
	Recommendation:				N/A

Fire Safety Signs and Notices		Response	Quantity	Photo Ref:
O1	Is there adequate provision of fire safety signs and notices? (Consider directional, exits, stairs, fire action notices, fire equipment and 'do not use lift' signage)	Y		
	Comment:	Fire action notices were noted for a stay put policy		
	Recommendation:			7207
O2	Is fire door signage adequate? (Consider 'Fire door keep shut' and 'Fire door keep locked shut' signage)	Y		
	Comment:	Fire door signs appear satisfactory		
	Recommendation:			N/A
O3	Are other fire safety signs adequate and clearly visible?	Y		
	Comment:	No smoking signs noted, do not use the lift signs incorporated in the fire action notice located by the lift access doors.		
	Recommendation:			7206

Means of Giving Warning in Case of Fire		Response	Quantity	Photo Ref:
P1	Has the building got a manually operated electrical fire alarm system?	N		
	Comment:			
	Recommendation:			N/A
P2	If common area AFD and/or alarm system is installed, is it in good working order?	N/A		
	Comment:	None noted.		
	Recommendation:			N/A
P3	If installed, is the common area AFD adequate for the occupancy and fire risk?	N/A		
	Comment:	No alarm system in the communal area.		
	Recommendation:			N/A
P4	If not installed, are the premises deemed safe without a common area AFD system?	Y		
	Comment:	Purpose built block designed for stay put.		
	Recommendation:			N/A
P5	If applicable, is separate domestic hard-wired smoke/heat alarm within the flats installed to a suitable standard?	N/K		
	Comment:	No sample flat inspected.		
	Recommendation:	Recommend that all flats be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS5839-6:2013	0 (71)	Man2

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P6	Are all other AFD and alarm system issues satisfactory?	Y			
	Comment:	As far as can be seen from visual inspection			
	Recommendation:				N/A
P7	Are all other AFD and alarm system issues satisfactory?	N/A			
	Comment:				
	Recommendation:				N/A

Limiting Fire Spread		Response	Quantity	Photo Ref:
Q1	Is the level of compartmentation adequate? (Special consideration should be given to converted or non 'purpose built' premises)	Y		
	Comment:	Appears satisfactory drop visual inspection at time of assessment.		
	Recommendation:			N/A
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)	N/A		
	Comment:	No voids noted.		
	Recommendation:			N/A
Q3	Are risers (shafts, ducts and cupboards) in the common area appropriately enclosed and/or fire-stopped?	N/K		
	Comment:	No access to service risers at time of assessment.		
	Recommendation:	Recommend management check that service risers do not contain any combustible material and they are sufficiently fire stopped.	1	Man1
Q4	Is compartmentation maintained in the roof space?	N/A		
	Comment:	No access to the roof as fitted with 3 non standard locks. The roof is a flat roof but does have the lift plant room located and accessed from the roof.		
	Recommendation:			N/A
Q5	Are electrics enclosed in fire rated construction? (Where necessary)	N/K		
	Comment:	Electrical intake on the ground floor was not accessed, see Q3.		
	Recommendation:			N/A
Q6	Is compartmentation maintained at electrical meter cupboards in flat walls?	N/A		
	Comment:			
	Recommendation:			N/A
Q7	If required, are dampers provided? (Base of refuse chute, ductwork etc.)	N/K		
	Comment:	Bin chutes are located in a bin chute room off the open deck balcony on the upper floors. No access to the bin chute that runs the height of the building.		
	Recommendation:	Recommend management confirm that the refuse chute is fitted with a working fusible link fire damper	1	Man2
Q8	Are wall and ceiling linings appropriate to limit fire spread?	Y		
	Comment:	Painted plastered walls to stairs and lobbies, rendered walls to open deck balconies.		
	Recommendation:			N/A
Q9	Are soft furnishings in common areas appropriate to limit fire spread/growth?	N/A		
	Comment:			
	Recommendation:			N/A

	Comment:					
	Recommendation:					N/A
Q10	Are the external walls of the building satisfactory with regard to fire spread? (For buildings over 18m consider flammability of cladding/external insulation system if provided)	N/K				
	Comment:		The building appears to be coated in a EWI cladding. Windows have been upgraded and the balconies have been enclosed with glazing and UPVC window panels. No other information available.			
	Recommendation:		Recommend further investigation is undertaken by a specialist to confirm condition of the external cladding and window panels and that they comply with current Building Regs			
			1			Man1
Q11	Are all other fire spread/compartmentation issues satisfactory?	Y				
	Comment:		As far as can be seen from visual inspection.			
	Recommendation:					N/A
Q12	Are all other fire spread/compartmentation issues satisfactory?	Y				
	Comment:					
	Recommendation:					N/A
Q13	Are all other fire spread/compartmentation issues satisfactory?	N/A				
	Comment:					
	Recommendation:					N/A

Fire Extinguishing Appliances		Response	Quantity	Photo Ref:	
R1	If required, is there reasonable provision of portable fire extinguishers?	N/K			
	Comment:	No extinguishers noted in the communal areas, caretakers store/office and plant rooms not inspected.			
	Recommendation:			N/A	
R2	Are all fire extinguishing appliances readily accessible?	N/A			
	Comment:				
	Recommendation:			N/A	

Other relevant systems and equipment		Response	Quantity	Photo Ref:	
S1	Are any other relevant systems / equipment installed or required? (State type of system and comment as necessary. Consider fire fighting lifts, fire mains, sprinkler systems etc.)	N/K			
	Comment:	Passenger lifts provided with fireman's override switch.			
	Recommendation:	Recommend management confirm that the passenger lifts are regularly maintained and serviced in accordance to the Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) and records kept on site for inspection.			
			1	5691	Man2
S2	Are any other relevant systems / equipment installed or required? (State type of system and comment as necessary. Consider fire fighting lifts, fire mains, sprinkler systems etc.)	Y			
	Comment:	Fire fighting mains provided with inlet at ground floor level and outlets on all floor levels in the flat entrance lobbies. No service information noted.			

	Recommendation:		Recommend management confirm six monthly and annual testing of the dry-riser in accordance to BS9990 is undertaken.	1		Man2
S3	Are any other relevant systems / equipment installed or required? (State type of system and comment as necessary. Consider fire fighting lifts, fire mains, sprinkler systems etc.)	N/A				
	Comment:					
	Recommendation:					N/A

Fire Safety Management

Procedures and Arrangements		Response	Quantity	Photo Ref:
T1	Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures?	N/K		
	Comment:	Presumed representative from Northwards. Savills appointed to undertake Fire Risk Assessment.		
	Recommendation:	Recommend a named person who has responsibility for fire safety is made known as required by the duty holder under legislation.	1	
T2	Is there a suitable record of the fire safety arrangements?	N/K		
	Comment:	No information was available at time of assessment.		
	Recommendation:	Recommend management confirm that appropriate fire safety records are kept on site.	1	
T3	Are there appropriate procedures in place in the event of fire and are these documented?	N/K		
	Comment:	No information was available at time of assessment.		
	Recommendation:	Recommend management confirm that appropriate fire safety procedures are in place and that records are kept on site.	1	
T4	Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?	Y		
	Comment:	Presumed residents would call the fire & rescue services		
	Recommendation:			N/A
T5	Are there suitable fire assembly points away from any risk?	N/A		
	Comment:	Stay put policy building.		
	Recommendation:			N/A
T6	Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?	N/K		
	Comment:	See K13		
	Recommendation:			N/A
T7	Are staff nominated and trained on the use of fire extinguishing appliances?	N/K		
	Comment:	No information available.		
	Recommendation:	Recommend management confirm that staff are nominated and trained in the use of fire extinguishing appliances equipment and training records are kept on site.	1	
T8	Are staff nominated and trained to assist in evacuation?	N/A		
	Comment:	Stay put policy building, also see K13.		

	Recommendation:				N/A
T9	Is there appropriate liaison with the local Fire and Rescue Service?	N			
	Comment:		No information available.		
	Recommendation:		Recommend that local Fire Service personnel are invited to visit the premises periodically for the purpose of gaining familiarisation with the fire safety measures in place.		
			1		Man2
T10	Are routine in-house checks carried out? (control and indicating equipment normal, extinguishers in place and visible, lighting working, fire doors (frames/seals/closing), fastenings, final exits and escape routes clear)	Y			
	Comment:		From assessments in similar blocks it was noted that caretakers undertake daily checks.		
	Recommendation:				N/A
T11	Are all other fire safety management issues satisfactory?	Y			
	Comment:				
	Recommendation:				N/A

Training and Drills		Response	Quantity	Photo Ref:
U1	Do staff receive adequate induction and annual refresher fire safety training? To include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm, location and use of fire extinguishers, calling the fire service.	N/K		
	Comment:	No information available.		
	Recommendation:	Recommend management confirm regular fire safety training is undertaken with induction training for new staff and regular refresher training for existing staff appropriate to their roles.		
			1	Man2
U2	Are employees nominated to assist in the event of fire given additional training?	N/K		
	Comment:	See U1		
	Recommendation:			N/A
U3	Are staff nominated and trained to use fire extinguishing appliances?	N/K		
	Comment:	See T7		
	Recommendation:			N/A
U4	Are fire drills carried out at appropriate intervals?	N/A		
	Comment:	Stay put policy building.		
	Recommendation:			N/A

Testing and Maintenance		Response	Quantity	Photo Ref:
V1	Is the fire alarm system tested weekly and periodically serviced?	N/A		

	Comment:					
	Recommendation:					N/A
V2	Is the emergency lighting system tested monthly and annually?	N/K				
	Comment:		See N1			
	Recommendation:					N/A
V3	Are fire extinguishers serviced annually?	N/A				
	Comment:		No extinguishers noted in the communal areas, caretakers store/office and plant rooms not inspected.			
	Recommendation:					N/A
V4	Are rising mains inspected six-monthly and tested annually?	N/K				
	Comment:		See S2			
	Recommendation:					N/A
V5	Is the lightning protection system annually inspected and tested?	N/K				
	Comment:		See F1			
	Recommendation:					N/A
V6	Are all other systems serviced? (Consider fire-fighting lifts, sprinkler systems)	N/K				
	Comment:		See S1			
	Recommendation:					N/A

Records		Response	Quantity	Photo Ref:
W1	Is there a log book on the premises?	N/K		
	Comment:	Not observed during assessment, no person consulted, caretaker was on annual leave.		
	Recommendation:	Recommend management confirm a fire log book is on site and maintained.	1	Man2
W2	Are fire drills recorded?	N/A		
	Comment:			
	Recommendation:			N/A
W3	Is fire training recorded?	N/K		
	Comment:	See U1		
	Recommendation:			N/A
W4	Are fire alarm tests recorded?	N/A		
	Comment:			
	Recommendation:			N/A
W5	Are emergency lighting tests recorded?	N/K		
	Comment:	See N1		
	Recommendation:			N/A
W6	Is testing/maintenance of any other fire protection systems recorded?	N/K		
	Comment:	See S1 & S2		
	Recommendation:			N/A

Any Other Information		Response	Quantity	Photo Ref:
X1	Are all issues deemed satisfactory? [1]	Y		
	Comment:	As far as can be seen from visual inspection.		
	Recommendation:			N/A

Fire Risk Assessment

X2	Are all issues deemed satisfactory? [2]	N/A			
	Comment:				
	Recommendation:				N/A
X3	Are all issues deemed satisfactory? [3]	N/A			
	Comment:				
	Recommendation:				N/A

Assessment Risk Ratings	
Y1	Likelihood of Fire:
Y2	Potential Consequences of Fire:
Y3	Premises Risk Rating
Y4	On satisfactory completion of all remedial works the risk rating of this building may be reduced to:

Medium
Moderate Harm
Moderate
Tolerable