

# Fire risk assessment form

## Details of organisation

**1** Name of organisation

Assessment undertaken by

**2** Address

Postcode

**3** Date

Review date

**4** Area assessed

Under Additional controls you should note the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented.

## Fire risk details

### Hazards/risks/persons

*Note existing situation*

### Additional controls

*Note here the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented*

**1** What are the fire risks?

*Note details of any flammable liquids, combustible materials, ignition sources and persons at risk*

## Fire risk details (continued)

### Hazards/risks/persons

*Note existing situation*

### Additional controls

*Note here the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented*

**2**

### **Can a fire be detected in a reasonable time and people be warned?**

*Note details of any automatic fire detection system or other means by which fire can be detected*

**3**

### **Can people in the building get out safely?**

*Note details of fire exit doors, escape routes, emergency lighting and signage*

## Fire risk details (continued)

### Hazards/risks/persons

*Note existing situation*

### Additional controls

*Note here the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented*

**4**

#### **Is there adequate firefighting equipment?**

*Note details of existing fire extinguishers, hose reels, etc.*

**5**

#### **Do people know what to do if there is a fire?**

*Note details of any written evacuation procedures*

## Fire risk details (continued)

### Hazards/risks/persons

*Note existing situation*

### Additional controls

*Note here the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented*

6

**Is a regular check made that firefighting equipment is in place, are people trained in its use, is it regularly maintained?**

*Note details of existing procedures for checking and maintaining firefighting equipment and training*

7

**What effect would a fire have on our neighbours?**

*Note risks of spreading fire and evacuation on neighbouring premises*



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