



Risk
ASSESSMENT

The logo features the word "Risk" in a large, bold, blue font with a 3D effect. The letter "i" has a red teardrop shape above it. To the left of the "R", there is a stylized graphic of a hand holding a pen, rendered in a metallic silver color. Below "Risk", the word "ASSESSMENT" is written in a smaller, bold, silver font with a 3D effect.

REGULATORY REFORM (FIRE SAFETY) ORDER 2005 FIRE RISK ASSESSMENT



109 Tennyson Road, King's Lynn, PE30 5PA

Assessment carried out by Risk Assessment Limited

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. If you have any questions about this Fire Risk Assessment please contact:

Risk Assessment Limited

enquiries@firerisk.io

This fire risk assessment should be reviewed by a competent person if it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs.

This report has been prepared as a written record of the Fire Risk Assessment carried out at **109 Tennyson Road, King's Lynn, PE30 5PA** under the requirements of the Regulatory Reform (Fire Safety) Order 2005.

The objectives for this Fire Risk Assessment are:

- To identify all current significant fire hazards to which relevant persons on the premises, or in the vicinity of the premises, will be exposed.
- To reasonably quantify the level of residual fire risk that is attributed to the premises and its use, with regards to existing (preventive and protective) controlling measure.
- To advise on the nature and extent of any additional (preventive and protective) controlling measures which should be implemented in order to counteract this residual risk, in accordance with the 'Principles of Prevention' as designed in Article 10 of The Regulatory Reform (Fire Safety) Order 2005.

It is a requirement under Article 9(3) of The Regulatory Reform (Fire Safety) Order 2005 to review and modify the risk assessment when either:

- There is reason to suspect that it is no longer valid i.e. perhaps due to a gradual change in the nature of the tenancy numbers or type, wear & tear on facilities, a large number of small changes, an appreciation of a hazard, or
- The occurrence of an incident (e.g. fire or near miss), which triggers a need to review, OR there is a significant change in the matters to which it relates (i.e. a major organisational change or any refurbishment, alterations or extension) .

This risk assessment should be used as a guide to planning future actions aimed at improving the Health & Safety of tenants and staff who may be affected by a potential fire at the premise. It is recommended (and sometimes a requirement), that the Fire Risk Assessment is reviewed annually unless specified otherwise in the report.

Article 9 of The Regulatory Reform (Fire Safety) Order 2005 requires every responsible person to make a suitable and sufficient assessment of the fire risks to which relevant persons are exposed, with respect to premises within their control. This is for the purpose of identifying the general fire precautions that are needed to comply with the requirements and prohibitions imposed by the Order. The responsible person, or any other person who has to any extent control the premises, must ensure that the duties imposed by the relevant articles of The Regulatory Reform (Fire Safety) Order 2005 are complied with in respect of those premises, so far as the requirements relate to matters within their control. Where the premises are licenses, an alterations notice is in force, or the responsible person has five or more employees, it is a requirement to record the significant findings of the fire risk assessment including the measures which have been or will be taken as a result of the assessment and details of any group of persons identified by the assessment as being especially at risk. This report therefore incorporates such relevant information, significant findings and recommended actions that are considered necessary to demonstrate compliance with The Regulatory Reform (Fire Safety) Order 2005.

In order to identify the significant fire hazards within the premises, a checklist is used which considers the particular fire hazards associated with this type of building and the nature of the occupancy. The hazard identification process will consider each item with due regard to the existing 'control measures', which are either already inherent within the building fabric design or are implemented thorough the management policy procedures for the premise. The answers to all questions should be **YES, NO or NOT APPLICABLE (N/A)**

Each identified hazard is assessed in accordance with the fire risk-rating matrix detailed within this report. This matrix has due regard to the person or group of persons who are likely to be affected by each hazard, by considering the hazards in terms of their potential to harm (severity) and their likelihood of actually occurring. This matrix allows the assignment of a specific risk rating for each perceived hazard, which subsequently assists in determining the nature and extent of any necessary additional controlling measures (both physical and procedural deficiencies), as well as the timescale in which these measures should be reasonably implemented.

Information for the completion of the assessment was obtained by a physical inspection of the premise, inspection of records and drawings (where available). For accurate identification of hazard location, digital photographs are enclosed to pin-point the specified hazard.

PAS 79-2:2020 FIRE RISK ASSESSMENT**FIRE RISK ASSESSMENT**

Responsible person (e.g. employer) or person having control of premises:	Pulkit Gupta
Address of premises:	109 Tennyson Road, King's Lynn, PE30 5PA
Person(s) consulted:	Pulkit Gupta
Assessor:	Nadeem Master Khankhara Reviewed by: Talha Patel
Assessors statement:	The purpose of this PAS 79-2:2020 (Annex A) Housing risk report is to provide a non-invasive assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. This report does not address the risk to property or business continuity from fire. I certify that to the best of my knowledge, the information contained in this fire risk assessment is correct, based on information provided at the time the assessment was undertaken.
Report validated by:	N/A
Date of fire risk assessment:	06/06/2022
Date of previous fire risk assessment:	N/A
Suggested date for review:	06/06/2023
Fire Risk Assessment Review:	This fire risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or there has been significant change in the matters to which it relates, or if a fire occurs.
Report compliance:	This report is intended to assist you in compliance with Article 9 of the Regulatory Reform (Fire Safety) Order 2005 which requires that a fire risk assessment be carried out.

1.00	THE PREMISES (Clause 12)	
1.01	Number of floors at ground level and above:	2
	Number of floors entirely below ground level:	0
	Floors on which car parking is provided:	0 (Street- Parking as well as a driveway)
1.02	Number of rooms:	9
	Approximate gross floor area:	180m ² .
1.03	Brief details of construction and approximate age of building:	This is a brick and mortar build property consisting of 2 floors. There are two separate access points for the premise. Upon entrance into the premise there is a small common hallway with 1no room, a kitchen and a living room. Towards the rear of the kitchen there is another hallway leading to a further 3no rooms and a shared bathroom as well as a door leading out onto a small pathway to the front of the premise. Through the living room there is another small common hallway with a further 2no rooms. On the first floor there are 3no bedrooms.
1.04	Occupancy: <i>e.g. blocks of flats, sheltered housing, extra care housing, supported housing or HMOs.</i>	HMO
2.00	THE OCCUPANTS (Clause 12)	
2.01	Approximate maximum number of employees at any one time:	N/A
2.02	Approximate maximum number of residents and visitors at any one time:	N/A
3.00	OCCUPANTS ESPECIALLY AT RISK FROM FIRE (Clause 12)	
3.01	Sleeping occupants	9
3.02	Occupants in remote areas and lone workers:	0

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GENERAL INFORMATION

3.03	Others:	N/A
3.04	Disabled occupants (if known):	Unknown
4.00	FIRE LOSS EXPERIENCE	
4.01	Fires in the past:	0
4.02	Cost of past fire losses:	N/A
5.00	OTHER RELEVANT INFORMATION	
5.01	Details:	N/A
6.00	RELEVANT FIRE SAFETY LEGISLATION	
6.01	The following fire safety legislation applies to these premises	Regulatory Reform (Fire Safety) Order 2005 / Fire (Scotland) Act 2005
6.02	The above legislation is enforced by:	Local Fire Authority
6.03	Other legislation that makes significant requirements for fire precautions in these premises	Housing Act 1996
6.04	The other legislation referred to above is enforced by:	Local Council
6.05	Is there an alterations notice in force?	N/A
6.06	Relevant information and deficiencies observed:	N/A
6.07	<i>Other information if required:</i>	N/A

FIRE HAZARDS

FIRE RISK ASSESSMENT

INDEX	DETAIL	YES	NO	N/A	CONTROL MEASURES
7.00	ELECTRONIC SOURCES OF IGNITION <i>(Clause 13 and Annex B)</i>				
7.01	Are reasonable measures taken to prevent fires of electrical origin?	✓			Maintain safe separation distance of ½ metre between appliance and combustible materials. Ensure that sources of heat do not arise from faulty or overloaded electrical equipment. Ensure that all electrical fuses and circuit breakers etc. of the correct rating and suitable for the purpose.
7.02	More specifically:				
7.02 a)	Are fixed installations periodically inspected and tested?		✓		Introduce a programme of inspection and tests by a competent electrician to the current EICR certificate.
7.02 b)	Is portable appliance testing carried out?		✓		Provide portable appliance testing certification for all appliances provided within the premises
	Observations:				<i>Electrical circuits require testing and certification provided. The electrical circuits appear to be in good condition Portable appliance testing to be carried out for all appliances provided within the premises. All inspections/tests are to be undertaken by competent/approved external contractors with asset register made available on site</i>
8.00	SMOKING <i>(Clause 13 and Annex B)</i>				
8.01	Are reasonable measures taken to prevent fires as a result of smoking?		✓		Provide 'No Smoking' signage within the common area of the premises
8.02	More specifically:				
8.02 a)	Is smoking prohibited in appropriate areas?	✓			
8.02 b)	Are there suitable arrangements for those who wish to smoke?	✓			
8.02 c)	Did the smoking policy appear to be observed at the time of inspection?	✓			
8.02 d)	Are "No smoking" signs provided in the common areas?		✓		As per 8.01
	Observations:				<i>A strict no smoking policy is enforced. No smoking will be permitted in any parts of the building and guests/visitors will be made aware of the policy. No smoking signage to be made present throughout the premises.</i>

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9.00	ARSON <i>(Clause 13 and Annex B)</i>				
9.01	Does basic security against arson by outsiders appear reasonable?	✓			
9.02	Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders?		✓		Remove fire load in close proximity to the premises and control access for ignition by outsiders/general public upon completion of works (See Photo 1) .
	Observations:				<i>Doorbell provided for the premises with key access for occupants within. CCTV also present within the common areas and external areas of the premise available for 24 hour monitoring.</i>
10.00	PORTABLE HEATERS, HEATING AND VENTILATION SYSTEMS <i>(Clause 13 and Annex B)</i>				
10.01	Is there satisfactory control over the use of portable heaters?			✓	
10.02	Are fixed heating and ventilation installations subject to regular maintenance?		✓		Arrange for heating system to be maintained by a competent contractor and provide Gas Safety Certification for the premises
	Observations:				<i>Central heating provided within the premises (boiler system)</i>
11.00	COOKING <i>(Clause 13 and Annex B)</i>				
11.01	Are reasonable measures taken to prevent fires as a result of cooking?	✓			
	Observations:				<i>Communal kitchen available within the premises and was in a good condition at the time of the inspection. Domestic cooking appliances provided.</i>
12.00	LIGHTNING <i>(Clause 13 and Annex B)</i>				
12.01	Does the building have a lightning protection system?			✓	
	Observations:				<i>Lightning protection is not considered to be necessary for life safety purposes for this premise.</i>
13.00	HOUSEKEEPING <i>(Clause 13 and Annex B)</i>				
13.01	Is the overall standard of housekeeping adequate?		✓		Remove fire load in close proximity to the premises and control access for ignition by outsiders/general public upon completion of works (See Photo 1) .

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13.02	More specifically:				
13.02 a)	Do combustible materials appear to be separated from ignition sources?	✓			
13.02 b)	Is unnecessary accumulation or inappropriate storage of combustible materials or waste avoided?		✓		As per 13.01
13.02 c)	Are gas and electricity intake/meter cupboards adequately secured and kept clear of combustible materials?	✓			
	Observations:				Standard of housekeeping within the communal area internally is to an acceptable standard. Maintain adequate housekeeping at all times. A skip was present in the garden area - this is to be removed upon completion of works within the premises. Ensure a regime for waste disposal is in place and do not allow build-up of combustibles in the common areas and escape route
14.00	HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS <i>(Clause 13 and Annex B)</i>				
14.01	Is there satisfactory control over works carried out in the building?		✓		Provide details on the control of works within the premises i.e. hot works permit, method statements and safe systems of works as well as considering fire safety by outside contractors
	Observations:				There were ongoing works taking place within the premises at the time of the inspection
15.00	DANGEROUS SUBSTANCES <i>(Clause 13)</i>				
15.01	Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises?			✓	
	Observations:				None identified
16.00	OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION				
16.01	Hazards:			✓	

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	<p>Observations:</p>				<p><i>Avoid overloading power sockets and minimise the use of extension cables.</i></p> <p><i>Ensure all areas are kept tidy at all times and do not allow the build of combustibles in these spaces.</i></p> <p><i>Allow adequate ventilation in all areas where possible. Keep all hardware free from build-up of dust.</i></p> <p><i>Cable entanglements can be trip hazards. Ensure these are logically placed and cable tidies are used where possible.</i></p> <p><i>Ensure combustible items are not stacked too close to heat sources such as lighting or heaters.</i></p> <p><i>Try to limit the usage of light fittings within the premises. Overloading can lead to overheating and in turn ignition.</i></p> <p><i>Light bulbs and lighting to be kept away from curtains/furniture where possible and or to minimise.</i></p> <p><i>Use correct wattage of bulbs in accordance with manufacturer guidelines.</i></p>

FIRE PROTECTION

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INDEX	DETAIL	YES	NO	N/A	CONTROL MEASURES
17.00	MEANS OF ESCAPE <i>(Clause 15c) and Annex C)</i>				
17.01	Is the design and maintenance of the means of escape considered adequate?	✓			
17.02	More Specifically:				
17.02 a)	Are there reasonable distances of travel:				
17.02 a1)	Where there is escape in a single direction?	✓			
17.02 a2)	Where there are alternative means of escape?	✓			
17.02 b)	Is there adequate provision of exits?	✓			
17.02 c)	Do fire exits open in the direction of escape, where necessary?	✓			
17.02 d)	Are the arrangements provided for securing exits satisfactory?			✓	
17.02 e)	Is the fire-resisting construction (including any glazing) protecting escape routes and staircases of a suitable standard and maintained in sound condition?			✓	
17.02 f)	Is the fire resistance of doors to staircases and the common areas considered adequate, and are the doors maintained in sound condition?		✓		Door leading into the kitchen requires 3no fire rated hinges to be installed (See Photo 2). An FD30 door leading from the kitchen to the rear common hallway is required to ensure there is adequate protection to the common area at the rear - this door is to be FD30 inclusive of fire intumescent strips, 3no fire-rated hinges and ironmongery.
17.02 g)	Are suitable self closing devices fitted to fire doors in the common areas?		✓		Install a self-closing device to the new FD30 door via the kitchen to the rear common area once installed
17.02 h)	Is the fire resistance of doors to meter cupboards/store rooms/plant rooms in common areas considered adequate, and are they adequately secured and/or fitted with suitable self-closing devices?	✓			

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17.02 i)	Is the fire resistance of fire doors considered adequate, and are the doors maintained in sound condition?		✓		Doors leading into rooms 2, 3, 4 and 5 require 3no fire rated hinges to be installed (See Photos 3 to 6). Fire door maintenance or installations should be actioned by a 3rd party accredited and competent contractor and must comply to the manufacturer recommendations or BS 8214:2016.
17.02 j)	Are suitable self closing devices fitted to fire doors and, where fitted, maintained in good working order?	✓			All bedroom doors were fitted with a suitable self closing device. Installations and maintenance should be actioned by a 3rd party accredited and competent contractor and must comply to the manufacturer recommendations or BS 8214:2016.
17.02 k)	Are there adequate smoke control provisions to protect the common escape routes, where necessary?			✓	
17.02 l)	Are all escape routes clear of obstructions?	✓			
17.02 m)	Are all fire exits easily and immediately openable?	✓			
17.02 n)	Are there reasonable arrangements for means of escape for disabled people?			✓	

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	Observations:				<p><i>The means of escape distances from all areas are within limitations (3no escape routes in total within the premise, 2 are at the front of the premises utilised as main entrance doors with a third escape route available at the rear which leads back out to the front of the property).</i></p> <p><i>The main entrance door is to be utilised for fire escape.</i></p> <p><i>Travel distances from all points are within limitations and acceptable.</i></p> <p><i>It is deemed that layout is acceptable providing detection and warning system is maintained and all occupants are aware of evacuation procedures.</i></p> <p><i>All Final exit doors are easily and immediately available (Thumb-turn lock provided on main entrance door)</i></p> <p><i>All final exit doors should be easily and immediately accessible without the use of a key - all bedroom doors were also provided with a suitable thumb-turn lock for immediate escape in case of an emergency.</i></p> <p><i>All bedroom doors bar rooms 2, 3, 4 and 5 were FD-30 inclusive of fire intumescent strips/smoke seals, 3no fire rated hinges, ironmongery and a self closing device.</i></p> <p><i>Rooms 2, 3, 4 and 5 were FD-30 inclusive of fire intumescent strips, ironmongery and a self closing device however require 3no fire rated hinges to be installed until door is completely compliant.</i></p> <p><i>Living room doors as well as the kitchen doors were FD-30 inclusive of fire intumescent strips, 3no fire rated hinges, ironmongery and a self closing device.</i></p> <p><i>An FD30 door leading from the kitchen to the rear common hallway is required to ensure there is adequate protection to the common area at the rear - this door is to be FD30 inclusive of fire intumescent strips, self-closing device, 3no fire-rated hinges and ironmongery.</i></p>
18.00	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT <i>(Clause 15g)</i>				
18.01	Is it considered that there is/are:				
18.01 a)	Adequate levels of compartmentation between floors and between flats and the common escape routes?		✓		It was not possible to assess the full compartmentation of the premises
18.01 b)	Reasonable limitation of linings that may promote fire spread?	✓			
18.01 c)	As far as can be reasonably be ascertained, reasonable fire separation within any roof space?			✓	

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18.01 d)	Adequately fire protected service risers and/or ducts in common areas, that will restrict the spread of fire and smoke?			✓	
18.02	As far as can be reasonably be ascertained, are fire dampers provided necessary to protect critical means of escape against passage of fire, smoke and products of combustion in the early stages of a fire?			✓	
	Observations:				<i>It is often not possible in a non-intrusive type fire risk assessment to determine the exact details of the external wall construction or the nature of all the materials used and whether suitable cavity barriers have been fitted. Accordingly, for the purpose of this fire risk assessment, we have assumed that the recommendations in the guidance to building regulations on these matters were complied with when the premises were constructed and or during any material implementation change of use. Ensure all partitions/service penetrations separation from all other occupancy with 60mins fire resistant construction.</i>
19.00	EMERGENCY ESCAPE LIGHTING <i>(Clause 15e)</i>				
19.01	Has a reasonable standard of emergency escape lighting system been provided?	✓			
	Observations:				<i>Emergency lighting is available within the premises illuminating the common area</i>
20.00	FIRE SAFETY SIGNS AND NOTICES <i>(Clause 15d)</i>				
20.01	Is there a reasonable standard of fire safety signs and notices?		✓		Provide green moving person signs with appropriate directional arrows to indicate the escape route. Provide 'Fire Exit' signage above each entrance as well as the exit at the rear of the premise. Provide fire action notices for the common areas of the premise detailing the assembly point in the event of an emergency.
	Observations:				<i>Escape route signage has not been provided within the premises.</i>
21.00	MEANS OF GIVING WARNING IN CASE OF FIRE <i>(Clause 15b)</i>				

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21.01	Is a reasonable fire detection and fire alarm system provided in common areas, where necessary?	✓			
21.02	If there is a communal fire detection and fire alarm system, does it extend into the dwellings?	✓			
21.03	Where appropriate, has a fire alarm zone plan been provided?		✓		Provide a fire alarm zone plan of the system adjacent to the main fire control panel
21.04	Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition?	✓			
	Observations:				<i>Grade A alarm system is present within the common area and extends into each individual bedrooms. Smoke detectors provided in all common areas as well as within the bedrooms and the living room space and a heat detector situated in the kitchen. No audibility test carried out during the assessment.</i>
22.00	MANUAL FIRE EXTINGUISHING APPLIANCES <i>(Clause 15f)</i>				
22.01	Is there reasonable provision of manual fire extinguishing appliances?		✓		Provide a fire blanket within the kitchen space
22.02	Are all fire extinguishing appliances readily accessible?			✓	
	Observations:				<i>Fire blanket is to be provided as a minimum in the kitchen space of the premise for use by tenants</i>
23.00	RELEVANT AUTOMATIC FIRE EXTINGUISHING SYSTEMS <i>(Clause 15h)</i>				
23.01	Type of fixed system(s):				
23.01 a)	Sprinkler system?			✓	
23.01 b)	Misting system?			✓	
	Observations: <i>(List fixed systems)</i>				<i>N/A</i>

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24.00	OTHER RELEVANT FIXED SYSTEMS AND EQUIPMENT <i>(Clause 15i)</i>				
24.01	Type of other fixed system(s) installed:			✓	
24.02	Are there appropriately sited facilities for electrical isolation of any photovoltaic (PV) cells, with appropriate signage, to assist the fire and rescue service?			✓	
	Observations:				N/A

MANAGING FIRE SAFETY

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INDEX	DETAIL	YES	NO	N/A	CONTROL MEASURES
25.00	PROCEDURES AND ARRANGEMENTS <i>(Clause 16)</i>				
25.01	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 protection measures (i.e. relevant general fire precautions) is The Landlord
25.02	Fire safety at the premises is managed by:			✓	The fire safety at the premises is managed by The Landlord
25.03	Is there a suitable record of the fire safety arrangements?		✓		Provide an emergency plan and fire action notice for the premises
25.04	Evacuation strategy:			✓	The evacuation strategy for this sleeping risk premises is: Simultaneous evacuation
25.05	Are procedures in the event of a fire appropriate and properly documented, where appropriate?		✓		As per 25.03
25.06	Are routine in-house inspections of fire precautions undertaken (e.g. in the course of health and safety inspections)?		✓		Ensure that all required routine fire inspections are carried out and check sheets are logged appropriately and placed in a fire safety folder
	Observations:				<i>Provide an emergency plan for the premises as well as a fire action notice. Any routine inspections carried out by the landlord or managing agents are to be recorded.</i>
26.00	TRAINING AND DRILLS <i>(Clause 16h)</i>				
26.01	Are all staff given adequate fire safety instruction and training on induction?			✓	
26.02	When the employees of another employer work in the premises, is appropriate information on the fire risks and fire safety measures provided?			✓	
	Observations:				<i>N/A - no staff are based on site</i>
27.00	TESTING AND MAINTENANCE <i>(Clause 16j)</i>				
27.01	Is there adequate maintenance of the premises?		✓		Ensure that checks, inspections and maintenance are carried out at appropriate intervals.
27.02	Is weekly testing and periodic servicing of fire detection and alarm system undertaken?		✓		Ensure that weekly fire alarm test and periodic servicing are carried out and recorded by competent persons.

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27.03	Is monthly and annual testing routines for emergency lighting?		✓		Ensure that monthly, six monthly and annual emergency lighting carried out and recorded by competent persons.
27.04	Is annual maintenance of fire extinguishing appliances undertaken?			✓	
27.05	Are six-monthly inspection and annual testing of rising mains undertaken?			✓	
27.06	Are weekly and monthly testing, six monthly inspection and annual testing of fire-fighting lift(s) provided for the use by firefighters or evacuation of disabled people (evacuation lifts)?			✓	
27.07	Other relevant inspections or tests?		✓		Ensure that periodic inspections of all fire doors within the premises is carried out and recorded (6-monthly inspections are recommended).
	Observations:				<i>Periodic certification of the premises for the systems provided within the premises is to be provided. This is also to be placed in a fire safety folder and made available upon request. Fire alarm systems are to be serviced bi-annually by a competent engineer with emergency lighting systems serviced every 12 months by a competent engineer (3-hour discharge test). Weekly fire alarm tests are to be carried out and monthly 1-hour flick tests on the emergency lighting systems are to be carried out.</i>
28.00	RECORDS <i>(Clause 16k)</i>				
28.01	Are there appropriate records of:				
28.01 a)	Fire alarm tests (where relevant)?		✓		Provide and maintain a register of records for fire alarm tests.
28.01 b)	Emergency escape lighting tests?		✓		Provide and maintain a register of records for emergency lighting tests.
28.01 c)	Maintenance and testing of other fire protection equipment?			✓	
28.02	Is the fire emergency plan available to the enforcing authority?		✓		Ensure that fire emergency plan is readily available for enforcing authority inspection.
28.03	Are Personal Emergency Evacuation Plans (PEEPS) required and in place?			✓	
	Observations:				<i>Logbook to be provided and placed on site recording all tests carried out on systems on site. Fire meergency plan to be disseminated to all residents as well as made available in the common area and for inspection by local authority or from any other enforcing authorities.</i>
29.00	PREMISES INFORMATION BOX <i>(Clause 15c)</i>				

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29.01	Is there a suitably located premises information box for the fire and rescue service?		✓		Provide premises information box with details to assist the fire and rescue service.
29.02	Are there arrangements to keep the premises information box up to date?		✓		Regularly check and update the premises information box upon installation of the fire safety document box
30.00	ENGAGEMENT WITH RESIDENTS <i>(Clause 16I)</i>				
30.01	Has information on fire procedures been disseminated to residents?		✓		Provide a clear fire safety information for all residents i.e. fire emergency plan
30.02	Is fire safety information disseminated to residents?		✓		As per 30.01

Risk Value Matrix

Likelihood	Value	Severity of Outcome(s)
Negligible	1	Negligible
Low	2	Minor injury to occupants, fire aid required
Moderate	3	Moderate Injury to occupants, medical attention required.
High	4	Occupants required hospitalisation.
Extreme	5	Major loss of life.

		Likelihood				
Severity	1	2	3	4	5	
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25
	Likelihood					
	2		3		6	

Risk Rating	Action PAS 79-1:2020
Trivial	Record findings and review in 12 months
Tolerable	No major additional controls required. However, There might be a need for improvements that involve minor or limited costs.
Moderate	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	Considerable resources might 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.

Fire Risk Assessment Review

Assessments should be kept under constant review, and in any case reviewed whenever circumstance change which affect the validity of the current assessment. Whilst there is no maximum period between assessments, it is recommended that the review period should not exceed 12 months.

QUESTION	SIGNIFICANT HAZARDS	RESPONSIBLE PERSON	TARGET DATE	DATE COMPLETED & INITIAL
7.00	ELECTRONIC SOURCES OF IGNITION <i>(Clause 13 and Annex B)</i>			
7.01	Maintain safe separation distance of ½ metre between appliance and combustible materials. Ensure that sources of heat do not arise from faulty or overloaded electrical equipment. Ensure that all electrical fuses and circuit breakers etc. of the correct rating and suitable for the purpose.	Landlord	Continuous	
7.02 a)	Introduce a programme of inspection and tests by a competent electrician to the current EICR certificate.	Landlord	2 weeks	
7.02 b)	Provide portable appliance testing certification for all appliances provided within the premises	Landlord	2 weeks	
8.00	SMOKING <i>(Clause 13 and Annex B)</i>			
8.01	Provide 'No Smoking' signage within the common area of the premises	Landlord	2 weeks	
9.00	ARSON <i>(Clause 13 and Annex B)</i>			
9.02	Remove fire load in close proximity to the premises and control access for ignition by outsiders/general public upon completion of works (See Photo 1).	Landlord	1 week	
10.00	PORTABLE HEATERS, HEATING AND VENTILATION SYSTEMS <i>(Clause 13 and Annex B)</i>			
10.02	Arrange for heating system to be maintained by a competent contractor and provide Gas Safety Certification for the premises	Landlord	2 weeks	
11.00	COOKING <i>(Clause 13 and Annex B)</i>			
12.00	LIGHTNING <i>(Clause 13 and Annex B)</i>			
13.00	HOUSEKEEPING <i>(Clause 13 and Annex B)</i>			
14.00	HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS <i>(Clause 13 and Annex B)</i>			

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FIRE RISK ASSESSMENT

14.01	Provide details on the control of works within the premises i.e. hot works permit, method statements and safe systems of works as well as considering fire safety by outside contractors	Landlord	1 week	
15.00	DANGEROUS SUBSTANCES <i>(Clause 13)</i>			
16.00	OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION			
17.00	MEANS OF ESCAPE <i>(Clause 15c) and Annex C)</i>			
17.02 f)	Door leading into the kitchen requires 3no fire rated hinges to be installed (See Photo 2). An FD30 door leading from the kitchen to the rear common hallway is required to ensure there is adequate protection to the common area at the rear - this door is to be FD30 inclusive of fire intumescent strips, 3no fire-rated hinges and ironmongery.	Landlord	4 weeks	
17.02 g)	Install a self-closing device to the new FD30 door via the kitchen to the rear common area once installed	Landlord	4 weeks	
17.02 i)	Doors leading into rooms 2, 3, 4 and 5 require 3no fire rated hinges to be installed (See Photos 3 to 6). Fire door maintenance or installations should be actioned by a 3rd party accredited and competent contractor and must comply to the manufacturer recommendations or BS 8214:2016.	Landlord	4 weeks	
18.00	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT <i>(Clause 15g)</i>			
19.00	EMERGENCY ESCAPE LIGHTING <i>(Clause 15e)</i>			
20.00	FIRE SAFETY SIGNS AND NOTICES <i>(Clause 15d)</i>			
20.01	Provide green moving person signs with appropriate directional arrows to indicate the escape route. Provide 'Fire Exit' signage above each entrance as well as the exit at the rear of the premise. Provide fire action notices for the common areas of the premise detailing the assembly point in the event of an emergency.	Landlord	2 weeks	
21.00	MEANS OF GIVING WARNING IN CASE OF FIRE <i>(Clause 15b)</i>			
21.03	Provide a fire alarm zone plan of the system adjacent to the main fire control panel	Landlord	2 weeks	
22.00	MANUAL FIRE EXTINGUISHING APPLIANCES <i>(Clause 15f)</i>			

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FIRE RISK ASSESSMENT

22.01	Provide a fire blanket within the kitchen space	Landlord	2 weeks	
23.00	RELEVANT AUTOMATIC FIRE EXTINGUISHING SYSTEMS (Clause 15h)			
24.00	OTHER RELEVANT FIXED SYSTEMS AND EQUIPMENT (Clause 15i)			
25.00	PROCEDURES AND ARRANGEMENTS (Clause 16)			
25.03	Provide an emergency plan and fire action notice for the premises	Landlord	1 week	
25.06	Ensure that all required routine fire inspections are carried out and check sheets are logged appropriately and placed in a fire safety folder	Landlord	Continuous	
26.00	TRAINING AND DRILLS (Clause 16h)			
27.00	TESTING AND MAINTENANCE (Clause 16j)			
27.01	Ensure that checks, inspections and maintenance are carried out at appropriate intervals.	Landlord	Continuous	
27.02	Ensure that weekly fire alarm test and periodic servicing are carried out and recorded by competent persons.	Landlord	Continuous	
27.03	Ensure that monthly, six monthly and annual emergency lighting carried out and recorded by competent persons.	Landlord	Continuous	
27.07	Ensure that periodic inspections of all fire doors within the premises is carried out and recorded (6-monthly inspections are recommended).	Landlord	Continuous	
28.00	RECORDS (Clause 16k)			
28.01 a)	Provide and maintain a register of records for fire alarm tests.	Landlord	2 weeks	
28.01 b)	Provide and maintain a register of records for emergency lighting tests.	Landlord	2 weeks	
28.02	Ensure that fire emergency plan is readily available for enforcing authority inspection.	Landlord	1 week	
29.00	PREMISES INFORMATION BOX (Clause 15c)			
29.01	Provide premises information box with details to assist the fire and rescue service.	Landlord	2 weeks	
29.02	Regularly check and update the premises information box upon installation of the fire safety document box	Landlord	Continuous	
30.00	ENGAGEMENT WITH RESIDENTS (Clause 16l)			
30.01	Provide a clear fire safety information for all residents i.e. fire emergency plan	Landlord	1 week	

PHOTOGRAPHS



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6

END OF REPORT