

FIRE SAFETY RISK ASSESSMENT FOR SMALL PREMISES

Address	
Used As	
Guidance Used	
Date of assessment	
Name of assessor	
Review Date	

Property Description

Consider number of floors, construction type (bricks, timber frame, steel frame, purpose built or converted)

How a Fire could start and how to reduce chances of one

Consider Cooking, Electricity, Smoking, Other accidental, Arson

People affected by fire

Consider people sleeping, children, disabled, employees, visitors, other people

Note: Use of this template does not automatically imply compliance with the law. It is the quality and accuracy of the information that is important.

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Escape Routes

Brief description eg. Front door, back door leads to small yard, doors are secure from outside but can be opened from inside without a key. All doors on to corridors are fire resisting.

Fire Alarm and Escape Lighting

Brief description of location of detectors, call points and escape lights if present.

Fire Action

Brief description eg. Raise alarm, meet in car park, duty manager to call fire service.

Fire Extinguishers

Brief description of type and location of extinguishers.

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Testing and Maintenance
<i>Brief description of testing and maintenance of alarms, escape lighting and extinguishers</i>
Training
<i>Brief description of training for employees</i>
Summary of Significant Findings
<i>Brief description of main points eg. Alarm needs extending, doors need repair</i>
Action Plan
<i>Brief description of work to do and completion date eg. Fit more smoke detectors.</i>

Review Date	Comments

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