

S
A
M
P
L
E

| | |
|---|--|
| <<Business Name>> Residential Fire Risk Assessment | |
|---|--|

| | | | |
|-------------------|--|------------------|--|
| Duty Holder Name: | | Assessment: | |
| Job Title: | | Next review: | |
| Assessed by: | | Recommendations: | |

| Priority Key | | A - Immediate | | B- One month | | Two months | | R - Recommended | | |
|--------------|------|---------------|--|--------------|--|------------|----------|------------------|-----------|---------------|
| RA No. | Page | Issue | | Action | | | Priority | Person to action | Date done | Signed off by |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

S

A

M

P

L

E

Property Details**Comments**

| | | |
|--|--|--|
| Address assessed. | | |
| Responsible Person. | | |
| Building construction, how many storeys. | | |
| Are there balconies – what is their construction? | | |
| What is the window material – uPVC/timber/metal etc.? Is there double glazing? | | |
| What is the external finish – brick/tiles/render/cladding? | | |
| General condition - holes in walls, floors or ceilings; wall coverings, etc. | | |
| Flights of stairs – internal /external. | | |
| Fire engine access - narrow drive or roads, access to whole building. | | |
| Emergency Action Plan? Is it on display for all to see? | | |
| Does it clearly show escape routes and assembly points? | | |

SAMPLE

1. Assessment

| | | | |
|-------|---|-----|--|
| 1.1 | Relevant persons | Y/N | |
| 1.1.1 | How many flats are there, how many bedrooms? | | |
| 1.1.2 | How many people would normally be on the premises? | | |
| 1.1.3 | Are there any disabled residents? | | |
| 1.1.4 | Are there any elderly/very young residents – anyone needing assistance? | | |
| 1.1.5 | | | |
| 1.1.6 | | | |
| 1.2 | Sources of ignition | Y/N | |
| 1.2.1 | Smoking: are there shelters? Are all butts cleared away from the building? Empty bins or accumulated rubbish, waste near boundaries? | | |
| 1.2.2 | Any signs of overheated sockets? | | |
| 1.2.3 | EICR – date of test? | | |
| 1.2.4 | Consumer Unit – new style? | | |
| 1.2.5 | Is there a history of fires at the property, accidental or intentional? | | |
| 1.2.6 | | | |

SAMPLE

[illegible]

SAMPLE

| |
|--|
| |
| |
| |
| |

[illegible]

| | | |
|--------|--|--|
| 1.4.13 | | |
| 1.4.14 | | |

| | | |
|--------|---|-----|
| 1.5 | Detection and warning systems | Y/N |
| 1.5.1 | Alarm fitted, grade known? | |
| 1.5.2 | Single or multi zone. Are the zones shown? | |
| 1.5.3 | Maintained by? | |
| 1.5.4 | Last service? | |
| 1.5.5 | Log book available? | |
| 1.5.6 | Type of warning devices - audio or optical? | |
| 1.5.7 | Has the system been tested, can the alarm be heard? | |
| 1.5.8 | Are there call points? | |
| 1.5.9 | Is there any surface mounted conduit or trunking? | |
| 1.5.10 | Is it screwed to the wall/ceiling? | |
| 1.5.11 | Is there an automatic smoke vent? | |
| 1.5.12 | Has it been tested/maintained, who by/date? | |
| 1.5.13 | | |
| 1.5.14 | | |

S
A
M
P
L
E

S A M P L E

| 1.6 | Structure/Compartmentation | Y/N |
|--------|--|-----|
| 1.6.1 | What is the primary building construction – timber frame, traditional brick/block? | |
| 1.6.2 | How many storeys? | |
| 1.6.3 | Are there balconies – what is their construction? | |
| 1.6.4 | What is the window material – uPVC/timber/metal etc.? Are they double glazed? | |
| 1.6.5 | What is the external finish – brick/tiles/render/cladding? | |
| 1.6.6 | What is the construction of the internal walls – solid or stud? | |
| 1.6.7 | Are there suspended ceilings – what is above? | |
| 1.6.8 | Are there any holes in walls, floors or ceilings? | |
| 1.6.9 | Are there service vents in risers, are they sealed? | |
| 1.6.10 | | |
| 1.6.11 | | |

| |
|--|
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |

S

A

M

P

L

E

| 1.7 | Fire doors | Y/N | |
|--------|--|-----|--|
| 1.7.1 | Do the doors opening onto communal areas, separating communal areas have fire rating labels? | | |
| 1.7.2 | Do they close properly/ do they slam? | | |
| 1.7.3 | Do they close in a timely manner? | | |
| 1.7.4 | Are there overhead or chain closers, can they be adjusted? | | |
| 1.7.5 | Smoke and intumescent seals in place, 3 steel hinges? | | |
| 1.7.6 | Is there an even gap around the door? | | |
| 1.7.7 | Double doors- close properly, in sequence, meet in centre? | | |
| 1.7.8 | Vision panels,are they clean/painted/ wired? | | |
| 1.7.9 | Are doors in a thoroughfare – used multiple times/daily? Are they wedged open? | | |
| 1.7.10 | | | |
| 1.7.11 | | | |