**Construction Site Fire Risk Assessment**

**Regulatory Reform (Fire Safety) Order 2005.** This template has been provided to assist the Responsible Person (usually the Site Manager) with the preparation of a Construction Site Fire Risk Assessment. The Responsible Person must determine if this template is adequate and must amend/edit as necessary to match the site conditions.

Whilst every care has been taken to ensure the adequacy and suitability of this template, HS Direct Limited accepts no responsibility for any content added, edited or deleted by the user. Use of this template will not automatically guarantee the completed risk assessment will be regarded as “suitable and sufficient”.

For further information, please refer to your local Fire Prevention Officer.

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| Responsible Person  (employer or site manager) | |  | |
| Address of premises | |  | |
| Postcode | |  | |
| Assessor name and position  (i.e. site manager) | |  | |
| Date of fire risk assessment | |  | |
| *This risk assessment should be reviewed annually or at such earlier time as there is reason to suspect that it is no longer valid or there has been a significant change in the site as construction progresses* | | | |
| Subsequent review dates | | | |
| Reviewed by |  | Date |  |
| Reviewed by |  | Date |  |
| Reviewed by |  | Date |  |
| Reviewed by |  | Date |  |

**General Information**

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| **The Premises** | | | | | | | | | |
| Number of floors in building  (include basements) | | | |  | | | | | |
| Number of buildings being constructed or refurbished | | | |  | | | | | |
| Brief details of construction  (date started, wood, brick etc) | | | |  | | | | | |
| Primary use (i.e. residence) | | | |  | | | | | |
| **Occupancy Profile** | | | | | | | | | |
| **Maximum number of persons on site at any given time** | | Weekdays | | | | Weekends | | | |
| 0000 to 0400 | |  | | 0000 to 0400 | |  | |
| 0400 to 0800 | |  | | 0400 to 0800 | |  | |
| 0800 to 1200 | |  | | 0800 to 1200 | |  | |
| 1200 to 1600 | |  | | 1200 to 1600 | |  | |
| 1600 to 2000 | |  | | 1600 to 2000 | |  | |
| 2000 to 2400 | |  | | 2000 to 2400 | |  | |
| Enter range – A= <10, B=10-19, C=20-30, D=31+, X= None | | | | | | | | | |
| Description of occupants | Adults |  | Young persons  (under 18) | |  | | Visitors | |  |

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| **Occupants especially at risk from fire (numbers)** | |
| **Site Workers** |  |
| **Young persons** |  |
| **Lone workers** |  |
| **Visitors** |  |
| **Others** |  |
| **Workers whose first language is not English** |  |
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**Identified Fire Hazards**

**and Primary Control Measures**

**Note: On the following pages, where the answer is ‘Yes’, please describe in the identified Hazards boxes below.**

**Where the answer is ‘No’, please complete the Deficiencies box below.**

**Where the answer is ‘NA’, please describe why in the final box below.**

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| **Electrical Sources of Ignition (measures taken to prevent fires of electrical origin)** | | |
| Fixed installation periodically inspected and tested (site cabins and refurb sites where power is used) | | Yes/No/NA |
| Portable appliance testing every 3 months for site eqpt. | | Yes/No/NA |
| Suitable policy in place covering personal electrical appliances? | | Yes/No/NA |
| Suitable limitation and management of trailing leads etc. | | Yes/No/NA |
| **Identified Hazards** | **Deficiencies** | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** |
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| **Smoking (measures taken to prevent fires as a result of smoking)** | | | |
| Smoking prohibited throughout the site except for a defined smoking area? | | | Yes/No |
| **Identified Hazards** | **Deficiencies** | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Arson/Deliberate Ignition** | | | |
| Basic security against arson by outsiders or others appears reasonable. | | | Yes/No |
| Is there potential for a load or consumables to be in close proximity to access point by outsiders for ignition? | | | Yes/No |
| **Identified Hazards** | **Deficiencies** | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Portable Heaters** | | | | |
| Portable heaters are used within the premises. | | | | YES / NO |
| Is the use of the more hazardous type (ie radiant bar fires or LPG appliances) avoided? | | | | YES / NO |
| Are suitable measures taken to minimise the hazard of ignition of combustible materials as a result of these heaters? | | | | N/A / YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendations for the remedy action plan (section 2)** | |
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| **Dangerous Substances** | | | | |
| Dangerous substances are, or could be used or stored, within the site?  ***(i.e. fuels, propane, white spirits, varnishes or other flammable liquids or materials)*** | | | | N/A / YES / NO |
| Stored in suitable areas and containers away from potential sources of ignition, to include issues of chemical reactivity and compatibility. | | | | N/A / YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Housekeeping (Standards of housekeeping)** | | | | |
| Combustible materials appear to be separated from ignition sources? | | | | YES / NO |
| Appropriate storage of hazardous materials? | | | | N/A / YES / NO |
| Escape routes kept clear of any combustibles? (fuels, propane etc) | | | | YES / NO |
| Appropriate measures for the safe storage and disposal of waste? | | | | YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Hazards Introduced by Contractors and Building Works** | | | | |
| Have fire safety conditions have been imposed on all contractors during site induction? | | | | YES / NO |
| Is there satisfactory control over works including use of hot work permits, where appropriate, carried out by all contractors?  Give details: | | | | YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Other Significant Fire Hazards That Warrant Consideration** | | | | |
| Are there any other fire hazards that warrant consideration within the premises?  *(This to include any fire hazards from any process; heat producing, spark or friction generating, chemical or other process which has the capacity to ignite, create excessive or rapid heat or generate oxidising or flammable gas)* | | | | YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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**Arrangements for Evacuation**

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| **Evacuation Strategy** | |
| It is reasonably expected that all relevant persons in the premises are able to (and will) evacuate immediately to a place of total safety. | YES / NO |

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| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** |
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**Provision of Elements of Fire Safety as Secondary Control Measures**

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| **Means of Escape** | | | | |
| It is considered that the site is provided with reasonable means of escape in case of fire. Identify the means of evacuation and attach a plan. (This can be a hand drawn plan which must be published on the H&S Noticeboard). | | | | YES / NO |
| Adequate design of escape routes? | | | | YES / NO |
| **Reasonable distances of travel when:** | | | | |
| there is escape in a single direction? State the distance of maximum travel. | | | | YES / NO |
| there are alternative means of escape? State the distance of maximum travel. | | | | YES / NO |
| there is suitable protection of escape routes? (Fire resisting construction) | | | | YES / NO |
| there is adequate provision of exits? State the capacity of each exit. | | | | YES / NO |
| There are exits easily and immediately open-able where necessary without the use of a key? | | | | YES / NO |
| Escape routes unobstructed? | | | | YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Emergency Escape Lighting** | | | | |
| Is it considered that there is a reasonable standard of emergency escape lighting as construction work ceases before twilight hours? | | | | YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Fire Safety Signs And Notices** | | | | |
| Is it considered that there is a reasonable standard of fire safety signs and notices? This to include fire exit, escape routes, fire points. The signage should comply to Health & Safety (Signs and Signals) Regulations BS1996 | | | | YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Means Of Giving Warning In Case Of Fire** | | | | |
| Reasonable manually operated fire warning system provided? | | | | YES / NO |
| If yes give details: (e.g. fire bell, air horn, klaxon etc) | | | | |
| Automatic fire detection provided in incomplete wood frame constructions? | | | | N/A / YES / NO |
| Remote transmission of alarm signals to a site office during working hours, monitoring station or other? | | | | YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Manual Fire Extinguishing Appliances** | | | | |
| Reasonable provision of portable fire extinguishers? | | | | YES / NO |
| Are all fire extinguishing appliances readily accessible and unobstructed?  (i.e. mounted on walls or on appropriate bases) | | | | YES / NO |
| Is suitable signage provided relevant to extinguisher? | | | | YES / NO |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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**Management of Fire Safety**

**(The Fire Safety Plan)**

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| **Procedures and Arrangements** | | | | | |
| Fire safety is managed by:  (Site Manager) | |  | | | |
| Deputy or assistant: | |  | | | |
| Are competent person(s) appointed to assist in undertaking the preventative and protective measures (i.e. relevant general fire precautions)?  State name and responsible element of fire safety  ............................................ ......................................................................  ............................................ ......................................................................  ............................................ ...................................................................... | | | | | YES / NO |
| Is there a suitable record of the fire safety arrangements? | | | | | YES / NO |
| Appropriate fire procedures displayed? (what to do in case of fire) | | | | | YES / NO |
| Are there suitable arrangements for summoning the Fire and Rescue Service? | | | | | YES / NO |
| Are there suitable arrangements to meet the F&RS on arrival and provide relevant information, including that relating to hazards to fire fighters? | | | | | YES / NO |
| Is there a plan of the construction site available indicating basic layout and any areas of significant risk? | | | | | YES / NO |
| Are there suitable arrangements for ensuring that the premises have been evacuated? (site attendance log) | | | | | YES / NO |
| Is there a suitable fire assembly point(s)? | | | | | YES / NO |
| Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)? | | | | | YES / NO |
| **Identified Hazards** | **Existing Control Measures** | | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Training and Drills** | | | | | |
| Fire safety training is managed by:  (Site Manager) | |  | | | |
| Deputy or assistant: | |  | | | |
| Are all site attendees given adequate fire safety instruction and training on induction? | | | | | YES / NO |
| Are all site attendees given adequate periodic ‘refresher’ training at suitable intervals?  If yes, at what intervals? | | | | | YES / NO |
| Are all staff with special responsibilities (e.g. fire wardens) given additional training? | | | | | YES / NO |
| Does all training for all site attendees provide information, instruction or training on the all the following (If no, indicate which one/s in the deficiencies boxes below): | | | | | |
| Fire risks in the premises?  The general fire precautions in the building?  Action in the event of a fire?  Action on hearing the fire alarm signal?  Method of operation of manual call points?  Location and use of fire extinguishers?  Means for summoning the fire and rescue service?  Identity of persons nominated to assist with evacuation? | | | | | YES / NO |
| Are fire drills carried out at appropriate intervals and a record of such drills maintained? | | | | | YES / NO |
| Is there sufficient and adequate channels of communication of fire safety information between employer and employee (e.g. Health & Safety meetings, notice boards etc) | | | | | YES / NO |
| When the employees of another employer work on the site, are they provided with adequate instructions and given appropriate information  (e.g. on fire risks and fire safety measures)? | | | | | YES / NO |
| Is there adequate co-operation and co-ordination between different contractors to ensure compliance with this plan? | | | | | N/A / YES / NO |
| **Identified Hazards** | **Deficiencies** | | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Testing and Maintenance** | | | | | |
| Testing and Maintenance is managed by: | |  | | | |
| Deputy or assistant: | |  | | | |
| Weekly testing and periodic servicing of fire detection and alarm system | | | | | YES / NO |
| Monthly and annual testing routines for emergency escape lighting if applicable? | | | | | N/A / YES / NO |
| Annual maintenance of fire extinguishing appliances? | | | | | YES / NO |
| Periodic inspection of staircases and gangways? | | | | | N/A / YES / NO |
| Other relevant inspections or tests: | | | | |  |
| **Identified Hazards** | **Deficiencies** | | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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| **Recording -** Appropriate records are held for: | | | | |
| Fire drills? | | | | YES / NO |
| Fire training? | | | | YES / NO |
| Fire alarm tests? | | | | N/A / YES / NO |
| Emergency escape lighting tests? | | | | N/A / YES / NO |
| Maintenance and testing of other fire precaution systems? | | | | N/A / YES / NO |
| Location details of Records: (Available for inspection by Fire Authority if required): | | | | |
| **Identified Hazards** | **Deficiencies** | | **Are there any improvement or recommendation? Record in Remedy action plan in Fire Safety Plan.** | |
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**PRIORITIES**

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| --- | --- |
| **High** | **Immediate priority to be actioned within 24 hours.**  *Breaches of legal requirements, which require immediate short term action.* |
| **Medium** | **Medium priority to be actioned within 48 hours.**  *Breaches in legislation that may require medium term action to resolve* |
| **Low** | **Low priority to be actioned within 7 days.**  *Items of non urgent priority or for future consideration* |

**Deficiencies and recommendations identified earlier within this risk assessment should be copied into the following Remedy Action Plan and appropriate action taken.**

| **Significant Findings – Remedy Action Plan** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **No** | **Action to be Taken** | **Priority** | **Target Completion Date** | **Action by** | **Date Action Completed** |
| 1 |  |  |  |  |  |
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### **Plan Drawing**

Complete a simple line drawing of the construction site and identify your fire safety provisions including escape routes, portable fire extinguishers, smoke and / or heat detectors, emergency lighting and fire alarm call points.

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| Key | | | |
| Escape Routes | Fire Extinguishers | Smoke Detectors | Heat Detectors |
| Fire Alarm Sounders | Emergency Lighting | Manual Break Glass Point | |

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