

FIRE RISK ASSESSMENT



Queens House

**Queens House, 50 Queens Road, Barnsley,
S71 1AR**

VALID BETWEEN 18/01/2022 - 18/01/2023

APPROVED BY Richard Lawson
APPROVED ON 09/02/2022

ASSESSMENT REF. RB-R5WUV8

VERSION 1

0330 660 0460
totalfiresafety.com

Total 
Fire Safety

1 INTRODUCTION

Overview

The Regulatory Reform (Fire Safety) Order 2005, which came into effect on 1st October 2006, applies to the majority of non-domestic premises. The legislation places certain obligations on the 'Responsible Person or Duty Holder' for the premises, that includes carrying out a suitable and sufficient fire risk assessment by a competent person. The assessment set out in this document is intended to satisfy this requirement. This assessment comes complete with a Certificate of Conformity to the BAFE SP205 Life Safety Fire Risk Assessment scheme.

Enforcement

Your local fire and rescue authority enforces this legislation. They have the power to inspect your premises to check that you are complying with your duties under the Order. They will look for evidence that you have carried out a suitable fire risk assessment and acted upon the significant findings of that assessment.

Assessment Reviews

The fire risk in any building may be subject to change. Under the Order, part of the duties of the 'responsible person' is to review this assessment periodically and in the event of:

- A fire or near miss occurs
- Failure of fire safety systems (Eg, fire detection or emergency lighting)
- Changes to work processes undertaken in the building
- Alterations to the internal layout of the building
- Introduction, change of use or increase in the storage of hazardous substances
- Significant changes to the type and quantity and / or method of storage of combustible materials
- Significant changes in the number or type of people (Eg, young persons, those with disability)

Managing Fire Safety

Good management of fire safety is essential to ensure that fires are unlikely to occur; that if they do occur they are likely to be controlled quickly, effectively and safely or that if a fire does occur and grow, to ensure that everyone in your premises are able to escape to a place of total safety easily and quickly.

British Standards

Relevant British and European standards are referred to in this assessment by number only.

The full titles are set out in Appendix A.

Action Plan

The included action plan has been prepared in response to the significant findings of this fire risk assessment. All actions should be signed off and dated when completed. The priority of each action has been determined depending on the assessment of the risk.

What is a Fire Risk Assessment?

A fire risk assessment is an organised and methodical examination of your premises, the activities carried on there and the likelihood that a fire could start and cause harm.

Who is the Responsible Person?

The 'responsible person or duty holder' is typically the employer and any other person who may have control of any part of the premises, eg, occupier, owner or manager.

CERTIFICATE OF CONFORMITY

LIFE SAFETY FIRE RISK ASSESSMENT



The life safety elements of this fire risk assessment comply with the BAFE SP205 scheme which ensures that we and our risk assessment staff have met the required technical and quality management standards.

Total Fire Safety Limited (BAFE 101154) certify all requirements in the BAFE SP205 scheme in respect of life safety fire risk assessment have been complied with. Any questions can be addressed to the assessor or the quality manager.

ASSESSMENT AND CERTIFICATE REFERENCE
RB-R5WUV8

PRODUCED FOR THE RESPONSIBLE PERSON
Total Fire Safety Limited

ASSESSED BY, ON
Danny Peachey BA(Hon), DipFD, MIFSM, CFPA-E Dip TC (Fire Risk Assessor/ Fire Safety Consultant), 18/01/2022
BA(Hon), DipFD, MIFSM, CFPA-E Dip TC

SPECIFICATION CONFORMS TO
Our own internal quality system.

APPROVED / VALIDATED BY, ON
Richard Lawson TIFireE, MIFSM, DipFD (Managing Director),
09/02/2022
TIFireE, MIFSM, DipFD

ASSESSMENT SCOPE
Assessment applies only to the building specified.

START DATE — RECOMMENDED REVIEW DATE
18/01/2022 — 18/01/2023

SIGNIFICANT FINDINGS
36 Actions 34 Incomplete, 2 Completed
19 Controls

Assessed Property

PROPERTY NAME
Queens House

ADDRESS
Queens House
50 Queens Road
Barnsley
S71 1AR

PROPERTY REFERENCE
RB-KCTE4E

FIRE RISK RATING

LIKELIHOOD **MEDIUM**

Normal fire hazards for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

SEVERITY **MODERATE HARM**

Reasonable risk of fire spread involving multiple occupants which could result in significant injury. Eg, poor construction detailing or breaches to purpose built construction.

RISK **MODERATE**

Essential action must be made to reduce the risk. Risk reduction measures should be implemented within a defined time period.

ASSESSING / ACCREDITED ORGANISATION

Total Fire Safety Limited
Unit D1, Granary Wharf Business Park, Wetmore Road, Burton upon Trent,
Staffordshire, DE14 1DU
0330 660 0460 — www.totalfiresafety.com



THIRD PARTY CERTIFICATION BODY

NSI, Sentinel House, 5 Reform Road, Maidenhead, SL6 8BY

3 PROPERTY

3.1 Address

PROPERTY NAME

Queens House

ADDRESS

Queens House
50 Queens Road
Barnsley
S71 1AR

PROPERTY REFERENCE

RB-KCTE4E

OCCUPANT TYPES

Customers, Mentally Disabled, Physically Disabled, Staff, Young People

3.2 Extended Info

Site Operator

Company Name

Barnsley Metropolitan Borough Council.

Company Address

Barnsley Metropolitan Borough Council Westgate Plaza One Westgate Barnsley S70 2DR

Responsible Person for this property

Barnsley Metropolitan Borough Council.

The Building

Address

As above

Number of Floors

2

Construction Information

Traditional brick construction with a pitched tiled roof and concrete floors

Principle Property Usage

Converted block of flats into offices

Final Means of Escape

Single means of escape from the first floor. 1 no. additional final exit from ground floor office area. There are sufficient fire exits from the premises of suitable width and within acceptable travel distances. These will allow all persons in the premises to evacuate safely in the event of fire.

General Description

To enable completion of this fire risk assessment, relevant information was provided by: Barnsley Metropolitan Borough Council representative (Building currently being occupied and works being undertaken)

The person responsible locally (on-site) for fire safety is: Unknown at present.(Building currently occupied and works being undertaken)

The department responsible externally for fire safety is: Barnsley Metropolitan Borough Council.

The department responsible externally for the maintenance of the building is: Barnsley Metropolitan Borough Council.

The organization assisting the responsible person in undertaking preventative and protective measures is Total Fire Safety.

Renovation works are currently being undertaken to the building

The Occupants

Total number of people

26

Number of staff onsite

12

Number of members of the public

14

Occupants of Special Risk

Sleeping Occupants

14 sleeping rough sleepers

Fire Safety Protection Measures

Fire resistance of structural elements

The buildings structure appears sound from a visual inspection.

Fire Alarm System

Yes - Gent by Honeywell Vigilon addressable fire alarm system installed to BS5839 L1 standard. (Detector caps currently installed and commissioning of the fire alarm system currently required).

Sprinkler Systems

None.

Smoke Vents

None.

Dry or Wet Riser

None.

Portable Fire Fighting Equipment

Yes - Extinguishing equipment installed to a limited standard, issues raised within assessment.

Emergency lighting

Yes - Emergency lighting fitted to BS5266-1 design standard

Fire Fighting Lifts

None.

Access Control

Yes - Key access only at present. (Building Currently unoccupied)

Security

Yes - (Closed hours) Intruder alarm system installed.



4 SIGNIFICANT FINDINGS

This assessment identifies 36 actions and 19 controls. The latest history is shown for 4 previously identified actions and 1 previously identified control that were reviewed as part of this assessment.

36 ACTIONS	34 • INCOMPLETE	2 • COMPLETED	19 CONTROLS	ONGOING
6 • SHORT TERM	6	0	ALL	19
25 • MEDIUM TERM	23	2		
5 • LONG TERM	5	0		

Electrical Sources of Ignition

Fixed installation periodically inspected and tested?

YES

- Last maintenance service: 01/10/2021
- Next maintenance service: 01/10/2026

WHY Fixed electrical installations should be inspected and tested at least once every five years, dependent on the type of installation and business practice, by a qualified person. If any faults are detected these should be remedied as soon as possible. You need a current Electrical Installation Condition Report (EICR) in order to meet your health and safety requirements and comply with Electricity at Work Regulations 1989 in compliance of BS7671.



Portable appliance testing (where appropriate) carried out?

NO

- Appoint a qualified and competent engineer to carry out portable appliance testing.

LONG TERM

WHY There is no or limited evidence of portable appliance testing being completed on devices in the building to comply with the 1989 Electricity at Work regulation.



REFERENCE RB-T4W67Y
DUE 18/01/2023
CATEGORY Maintenance: Maintenance: PAT testing

- Portable Appliance Testing (PAT) is undertaken regularly. Last service undertaken: August 2020.

WHY The Electricity at Work Regulations 1989 require that any electrical equipment that has the potential to cause injury is maintained in a safe condition.



Suitable policy regarding the use of personal electrical appliances?

N/A

Suitable limitation of trailing leads & adapters?

YES

Reasonable measures taken to prevent fires of electrical origin?

YES

Smoking

- ? Smoking prohibited in the building? **YES**
- There is a no smoking policy in place and smoking is prohibited on the premises.

WHY Smoking is prohibited by legislation on all public enclosed spaces and working premises.
- ? Suitable arrangements for those who wish to smoke? **YES**
- People who wish to smoke are directed to the car park or street

WHY Smoking is prohibited by legislation on all public enclosed spaces and working premises.
- ? This policy appeared to be observed at the time of inspection? **YES**
- There was no evidence of smoking within the communal area.

Arson

- ? Does basic security against arson by outsiders appear reasonable? **YES**
- Control measures in place to reduce the risk of arson.

There are several measures currently in place:

 - Secure boundaries to prevent intruders. This is in the form of fences around the premises that are of adequate height and physical strength.
 - All external doors are securely fastened against access from the outside. This includes fire exits, for which suitable exit devices such as panic bars and thumb turn locks have been provided on the inside of the doors.
 - Access control at the main entrance to ensure that only authorised personnel enter the premises, and a staff / contractor signing in book / computer located at the reception area.
 - An intruder alarm system is installed to alert the relevant staff and the police if required (by the alarm receiving centre) if unauthorised access to the premises is gained.



- ? Is there an absence of unnecessary fire load in close proximity to the building or available for ignition by outsiders? **NO**
- Relocate refuse to secure housing away from the building. This could be in the form of a chain and padlock.

WHY Refuse bins are kept too close to the building providing a fuel source for arson.



- Remove items from site.

WHY There is an excess of combustible materials at the rear of the building.
 LOCATION Side of building



SHORT TERM

REFERENCE RB-T5K793
 DUE 18/04/2022
 CATEGORY Building Management:
 Building Management:
 Housekeeping

SHORT TERM

REFERENCE RB-1HXH18
 DUE 18/02/2022
 CATEGORY Building Management:
 Building Management:
 Arson

Portable Heaters and Heating Installations

- ❓ Is the use of portable heaters avoided as far as practicable? **N/A**
- ❓ If portable heaters are being used, is the use of the more hazardous type (e.g. radiant bar fires or lpg appliances) avoided? **N/A**
- ❓ If portable heaters are being used, are suitable measures taken to minimize the hazard of ignition of combustible materials? **N/A**

Cooking

- ❓ Are reasonable measures taken to prevent fires as a result of cooking? **YES**
- ❓ Filters changed and ductwork cleaned regularly? **NO**

- Confirm or appoint an approved contractor to provide maintenance to the kitchen extraction system and advise staff that the duct work needs to be cleaned regularly and that yearly deep cleaning is undertaken. No records were kept on site of the deep clean servicing.

WHY There was no evidence to confirm the kitchen extraction system / duct work is being maintained regularly to a fire safety standard.



LONG TERM

REFERENCE RB-865LTQ
DUE 18/01/2023
CATEGORY Maintenance: Maintenance General

- ❓ Suitable extinguishing appliances available?

- **COMPLETED** Affix the fire blanket to the wall

LOCATION Staff kitchen area
HISTORY 22/10/21 **First identified in assessment**
18/01/22 **Reviewed and confirmed as completed**



MEDIUM TERM

REFERENCE RB-88X8D5
DUE 22/04/2022
CATEGORY Fire Fighting Equipment: Fire Fighting Equipment General

- **COMPLETED** Install fire fighting equipment to BS5306 standard. Ground floor kitchen

WHY No fire fighting equipment installed at present
HISTORY 22/10/21 **First identified in assessment**
18/01/22 **Reviewed and confirmed as completed**



MEDIUM TERM

REFERENCE RB-QYKS3E
DUE 22/04/2022
CATEGORY Fire Fighting Equipment: Fire Fighting Equipment General

- CO2, Foam Extinguishers and Fire Blanket located within commercial kitchen.



Lightning

- ❓ Does the building have a lightning protection system? **NO**

- No Lightning Protection strips were seen on the exterior of the building. Due to the structure, location, and height of this building Lightning Protection would be deemed unnecessary in accordance with BS EN 62305:2006 Part 2.

Housekeeping

- ❓ Is the standard of housekeeping adequate? **YES**
- ❓ Combustible materials appear to be separated from ignition sources? **YES**
- ❓ Avoidance of unnecessary accumulation or inappropriate storage of combustible materials or waste? **NO**

- Once the laundry room is operational. It is recommended that the lint from the laundry room tumble dryer filter / trap is regularly removed and remind staff to undertake cleaning of the filter / trap after each use.

WHY An accumulation of lint within a tumble dryer can increase the risk of a fire occurring.

SHORT TERM

REFERENCE RB-V19P3M
DUE 18/04/2022
CATEGORY Building Management:
Building Management:
Housekeeping

- ❓ Appropriate storage of hazardous materials? **YES**

Hazards introduced by Outside Contractors and Building Works

- ❓ Are fire safety conditions imposed on outside contractors? **YES**
- ❓ If there are in-house maintenance personnel, are suitable precautions taken during 'hot work', including use of hot work permits? **N/A**

Dangerous Substances

- ❓ If dangerous substances are, or could be, used, has a risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulation 2002? **N/A**
- No dangerous substances have been identified on site.

Additional Fire Hazards

- ❓ Are there any other significant fire hazards that warrant consideration including process hazards that impact on general fire precautions? **NO**

Means of Escape from Fire

- ❓ Is it considered that the building is provided with reasonable means of escape from fire? **YES**
- ❓ Adequate design of escape routes? **YES**
- ❓ Adequate provision of exits? **YES**
- ❓ Are fire doors suitable, sufficient and their self closing devices in working order? **NO**

- **IN PROGRESS** Replace door to FD30S standard. The fire door should provide 30 minutes of protection from the effects of fire with a smoke seal and intumescent strip, lock door and 'Fire door keep locked' signage.

WHY Meter cupboard door does not provide adequate protection for the means of escape.

LOCATION Electrical cupboard within kitchen

HISTORY 22/10/21 **First identified in assessment**

18/01/22 **Reviewed and confirmed as in progress**

MEDIUM TERM

REFERENCE RB-XSLPLP
DUE 22/04/2022
CATEGORY Fire Doors: Fire Doors:
Replace



- Realign fire door to achieve a compliant gap between door leaf and frame of between 2-4mm.

Install intumescent strip and smoke seal to the fire door.
Install 2no. Fire door keep shut signs.

WHY Excessive (non-compliant) gaps between fire door frame and leaf.
LOCATION Kitchen to toilet storage area



- Realign fire door to achieve a compliant gap between door leaf and frame of between 2-4mm.

Non-compliant threshold gap. Install hardwood lipping to the threshold. Dropdown seal is an alternative solution.

Install 2no. Fire door keep shut signs

WHY Excessive (non-compliant) gaps between fire door frame and leaf.
LOCATION Top of stairs

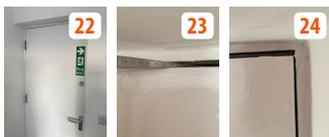


- Realign fire door to achieve a compliant gap between door leaf and frame of between 2-4mm.

Provide maintenance to the fire door ensuring it shuts correctly into its frame and provides 30 minutes of protection from fire.

Install 2no. Fire door keep shut signs.

WHY Excessive (non-compliant) gaps between fire door frame and leaf.
LOCATION First floor left office



- Realign fire door to achieve a compliant gap between door leaf and frame of between 2-4mm.

Provide maintenance to the fire door ensuring it shuts correctly into its frame and provides 30 minutes of protection from fire.

Install 2no. Fire door keep shut signs.

Non-compliant threshold gap. Remove lipping to the underside of the door set and install deeper lipping to achieve a compliant gap. Alternatively, install drop down seal.

Replace loose handle with fire rated equivalent that is compliant for the door set.

WHY Excessive (non-compliant) gaps between fire door frame and leaf.
LOCATION first floor office right side



MEDIUM TERM

REFERENCE RB-YU1RFT
DUE 18/07/2022
CATEGORY Maintenance:
Maintenance: Fire
Doors

MEDIUM TERM

REFERENCE RB-QL54IC
DUE 18/07/2022
CATEGORY Maintenance:
Maintenance: Fire
Doors

MEDIUM TERM

REFERENCE RB-KYICZ7
DUE 18/07/2022
CATEGORY Maintenance:
Maintenance: Fire
Doors

MEDIUM TERM

REFERENCE RB-A6ZHG4
DUE 18/07/2022
CATEGORY Maintenance:
Maintenance: Fire
Doors

? Are fire doors being wedged or held open?

NO

- ⊛ Avoidance of sliding or revolving doors as fire exits where necessary? **N/A**
- ⊛ Satisfactory means for securing exits? **YES**
- ⊛ Reasonable distances of travel where there is a single direction of travel? **YES**
- ⊛ Reasonable distances of travel where there are alternative means of escape? **N/A**
- ⊛ Suitable protection of escape routes? **YES**
- ⊛ Suitable fire precautions for all inner rooms? **YES**
- ⊛ Escape routes unobstructed? **YES**
- ⊛ It is considered that the building is provided with reasonable arrangements for means of escape for disabled occupants? **NO**

● Recommend installing an evacuation chair within the stairwell with appropriate signage.

WHY Evacuation chairs are intended to help a disabled or mobility impaired individual safely traverse stairs in emergency situations, such as a fire evacuation.

MEDIUM TERM
 REFERENCE RB-9CJ5GL
 DUE 18/07/2022
 CATEGORY Training: Training: Fire Drill

Measures to Limit Fire Spread and Development

- ⊛ Compartmentation of a reasonable standard?

● Seal breach in the fire compartment to provide a minimum of 30 minutes fire resistant protection.

WHY Breaches of fire compartmentation have been identified.
 LOCATION Basement area



NO
MEDIUM TERM
 REFERENCE RB-W1VY14
 DUE 18/07/2022
 CATEGORY Fire Compartments: Fire Compartments General

● Cut back foam and seal the area with intumescent materials to provide 30 minutes fire resistant protection.

WHY Polyurethane foam has been used as a sealant to provide fire resistant protection and compartmentalise the area.
 LOCATION Roof void between the sleeping accommodation.



MEDIUM TERM
 REFERENCE RB-LGFNSZ
 DUE 18/07/2022
 CATEGORY Fire Compartments: Fire Compartments General

● Seal breach in the fire compartment to provide a minimum of 30 minutes fire resistant protection.

WHY Breaches of fire compartmentation have been identified.



MEDIUM TERM
 REFERENCE RB-5D9TMC
 DUE 18/07/2022
 CATEGORY Fire Compartments: Fire Compartments General

- ⊛ Reasonable limitation of linings that might promote fire spread? **YES**
- ⊛ As far as can reasonably be ascertained, fire dampers are provided as necessary to protect critical means of escape against passage of fire, smoke, and combustion products in the early stages of a fire? **N/A**

Escape Lighting

? Reasonable standard of emergency lighting system provided?

YES

- Emergency Lighting is suitable and sufficient for the building and provides satisfactory coverage throughout.

Fire Safety Signs and Notices

? Reasonable standard of fire safety signs and notices?

NO

- Install 'No Smoking' signage where necessary.

WHY There is no 'No Smoking' signage displayed.



- Install a clear and easy-to-read zone chart next to the fire alarm panel, conforming to BS5839 guidance.

WHY There is no zone chart adjacent to the fire alarm panel to aid the fire and rescue service or service staff in the location of a fire or fault in an efficient time frame.



- Install manual call point signage to meet BS5499 / BS EN ISO 7010 standard, adjacent to the device.

WHY Manual call points do not provide any information to aid their use.



LONG TERM

REFERENCE RB-BE9P9B
DUE 18/01/2023
CATEGORY Signage: Signage: No Smoking

LONG TERM

REFERENCE RB-Q8HZPM
DUE 18/01/2023
CATEGORY Signage: Signage: Zone Chart

LONG TERM

REFERENCE RB-QZG2TP
DUE 18/01/2023
CATEGORY Signage: Signage: General

Means of Giving Warning in Case of Fire

? Reasonable manually operated electrical fire alarm system provided?

YES

- Manual Call Points (MCP) installed throughout the building and in line with BS5839 recommendations.

WHY BS5839 recommends that call points should be located on all final exits and all storey exits i.e. entrances to stairwells. Call points should be distributed in a building so that no one needs to travel any more than 45 meters to reach their nearest call point.



? Automatic fire detection provided?

YES

- Fire Alarm System installed at the main entrance of the building.



- ? Extent of automatic fire detection generally appropriate for the occupancy and fire risk?
- ? Remote transmission of alarm signals?
- ? Are there any additional concerns with the fire alarm system?

● Appoint a competent fire alarm engineer to remove the detector caps and commission the fire alarm system.

WHY The fire alarm system was in fault and / or fire at the time of inspection.
 HISTORY 22/10/21 **First identified in assessment**
 18/01/22 **Reviewed and confirmed as not started**



● Appoint a competent fire alarm engineer to remove the detector caps and commission the fire alarm system.

WHY The fire alarm system was at fault and / or fire at the time of inspection.
 LOCATION Sleeping accommodation - 11 / 10



YES

YES

YES

MEDIUM TERM

REFERENCE RB-F7YFTW
 DUE 22/04/2022
 CATEGORY Maintenance: Fire Alarm

MEDIUM TERM

REFERENCE RB-YPYQHW
 DUE 18/07/2022
 CATEGORY Maintenance: Fire Alarm

Manual Fire Extinguishing Appliances

- ? Reasonable provision of portable fire extinguishers?

● Install fire fighting equipment (CO2 extinguisher) to BS5306 standard

WHY No fire fighting equipment installed within the unit
 LOCATION Laundry room

● Fire extinguishers were all readily accessible, appropriately signed, and of the appropriate classification. Visual inspection confirmed them to be in a good condition and within the service regime.



● Appropriate means of fire fighting equipment is provided within the premises. Fire fighting equipment can be reached within 30 meters of the site of any fire. The fire fighting equipment is appropriate and sufficient for the hazards. The fire fighting equipment is placed in conspicuous positions, unobstructed, affixed to the wall on a bracket / within a base plate and the appropriate signage installed.

- ? Hose reels provided?

● No hose reels are provided / installed within the communal area within the building.

- ? Are all fire extinguishing appliances readily accessible?

NO

MEDIUM TERM

REFERENCE RB-KG6Q5D
 DUE 18/07/2022
 CATEGORY Fire Fighting Equipment: Fire Fighting Equipment General

NO

YES

Procedures and Arrangements

- Competent person(s) appointed to assist in undertaking the preventive and protective measures (i.e. relevant general fire precautions)?
- Is there a suitable record of the fire safety arrangements?
- Provide information such as building plans, fire risk assessment, staff information, registers of equipment, servicing records, testing regimes (fire doors and final exits, fire extinguishers, emergency lighting, fire alarm etc) and the buildings fire safety protection measures, within the fire log book.

WHY There is a lack of building and resident information available to the fire and rescue service to aid an efficient evaluation of the hazards, risk to life, and fire safety systems available in the building.

YES

NO

MEDIUM TERM

REFERENCE RB-E4V33B
DUE 18/07/2022
CATEGORY Fire Safety
Management: Fire Safety Management: Records

- Appropriate fire evacuation procedures in place?

- Produce and implement a written fire safety policy for the building. The policy should include management responsibilities, staff duties, and arrangements for visitors. It must also include emergency procedures and control measures for dangerous substances and conditions. This would ensure a prompt and suitable evacuation of the building and help minimise the risk of substantial hazards such as highly flammable liquids. It will also help identify if staff training is required. This information needs to be conveyed to staff upon completion.

WHY There is no written fire safety policy for the building.

NO

SHORT TERM

REFERENCE RB-DXPDSG
DUE 18/02/2022
CATEGORY Fire Safety
Management: Fire Safety Management: Fire Safety Policy

- Are the procedures in the event of fire appropriate and properly documented?

YES

- Are there suitable arrangements for summoning the fire and rescue service?

YES

- In the event of a fire situation, occupants / staff within the building to contact fire and rescue service by dialling 999 or 112.

- Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters?

N/A

- Are there suitable arrangements for ensuring that the premises have been evacuated?

YES

- Is there a suitable fire assembly point(s)?

NO

- Install a Fire Assemble 'Muster' Point sign to meet BS5499 / BS EN ISO 7010 standard at the designated location, which can be easily identified in an emergency situation.

MEDIUM TERM

Recommend installing on a wooden fence along the main path.

WHY The fire assemble point is not clearly indicated with the appropriate signage conforming to BS5499 / BS EN ISO 7010 standard. The location is a sufficient distance away from the building and large enough to accommodate the expected maximum occupancy of the building being evacuated (staff, visitors and users).



REFERENCE RB-SQIEZL
DUE 18/07/2022
CATEGORY Signage: Signage General

- Are there adequate procedures for evacuation of any disabled people who are likely to be present?

YES

- Persons nominated and trained to use fire extinguishing appliances?

N/A

- Staff policy throughout the building is that staff DO NOT fight fires with the equipment provided, they raise the alarm and evacuate. Only trained individuals should use the fire fighting equipment.

- Routine in-house inspections of fire precautions?

YES

Training and Drills

❓ Are all staff given adequate fire safety instruction and training on induction?

- Confirmation required that staff have been provided with fire awareness training and refresher training within the last 12 months. Alternatively, introduce fire safety awareness training to all members of staff during their induction, with regular refresher information and updates (annually would be advisable).

WHY Staff working in the building are not provided with fire safety awareness training.

NO

SHORT TERM

REFERENCE RB-8E7TX5
DUE 18/04/2022
CATEGORY Training: Training: Staff Training

❓ Are all staff given adequate periodic "refresher training" at suitable intervals?

❓ Are staff with special responsibilities (e.g. fire wardens) given additional training?

- Confirmation required that relevant staff have been with provided fire warden / marshal training within the last 3 years.

The Regulatory Reform (Fire Safety) Order 2005 has made fire safety training a legal requirement for staff members. Those with a duty of a fire marshal or warden should be provided with additional fire safety, extinguisher, and evacuation training to support their role. The training should include all the key information regarding fire safety and evacuation procedures in their workplace.

WHY Fire Marshals are not provided with adequate training to support their role in evacuating the building.

NO

NO

MEDIUM TERM

REFERENCE RB-XXZ1X8
DUE 18/07/2022
CATEGORY Training: Training: Staff Training

❓ When outside personnel enter the premises are they provided with suitable and sufficient information on fire risk and safety instruction?

- Display a fire action notice and highlight the assembly point.

WHY There are no Fire Action Notices displayed in the building.

NO

MEDIUM TERM

REFERENCE RB-MDM4QA
DUE 18/07/2022
CATEGORY Signage: Signage General

❓ Are fire drills carried out at appropriate intervals?

- Complete a fire drill and record findings to confirm the evacuation procedures are working. Fire drills should be completed no less than annually.

WHY No fire drills have been undertaken in recent years.

NO

SHORT TERM

REFERENCE RB-NGEQJA
DUE 18/04/2022
CATEGORY Fire Safety Management: Fire Safety Management: Evacuation Procedures

Testing and Maintenance

❓ Adequate maintenance of workplace?

❓ Weekly testing and periodic servicing of fire detection and alarm system?

- It is essential that the system is subject to periodic inspection and servicing of no less than a 6 month interval so that unrevealed faults are identified, preventive measures can be taken to ensure the continued reliability of the system, false alarm problems are identified and suitably addressed, and that the user is made aware of any changes to the building that affect the protection afforded by the system.

Periodic inspection and servicing needs to be carried out by a competent person with specialist knowledge of fire detection and alarm systems, including knowledge of the causes of false alarms, sufficient information regarding the system, and adequate access to spares.

WHY There was no evidence that the fire alarm system is being maintained in accordance with the requirements of BS5839 Fire detection and fire alarm systems for buildings.

NO

NO

MEDIUM TERM

REFERENCE RB-N7QYXH
DUE 18/07/2022
CATEGORY Maintenance: Maintenance: Fire Alarm

- It is recommended that on a weekly basis a manual call point should be operated during normal working hours. It should be confirmed that the control equipment is capable of processing a fire alarm signal and providing an output to fire alarm sounders and ensuring that the fire alarm signal is correctly received at any alarm receiving centre to which fire alarm signals are transmitted. A different manual call point should be used at the time of every weekly test so that all manual call points in the building are tested in rotation over a prolonged period. The results of the tests should be recorded in a logbook.

WHY There is no evidence that the fire alarm system is being tested in accordance with the requirements of BS5839 Fire detection and fire alarm systems for buildings.

MEDIUM TERM

REFERENCE RB-6YUZL4
 DUE 18/07/2022
 CATEGORY Maintenance: Alarm

? Monthly, and annual testing routines for emergency lighting?

- Appoint an approved contractor to provide maintenance to the emergency lighting system in accordance with the recommendations and requirements of BS 5266-1 Code of practice for the emergency escape lighting of premises.

WHY There was no evidence to confirm the emergency lighting system is being maintained to meet BS5266 emergency lighting fire safety standard.

NO

MEDIUM TERM

REFERENCE RB-3UKBUW
 DUE 18/07/2022
 CATEGORY Maintenance: Emergency Lighting

- Introduce monthly testing of the emergency lighting system. Records should be kept in a paper or electronic log book. Any failing luminaries should be rectified immediately.

WHY There was no evidence to confirm the emergency lighting system is being tested to meet BS5266 emergency lighting fire safety standard.

MEDIUM TERM

REFERENCE RB-NS2IYQ
 DUE 18/07/2022
 CATEGORY Maintenance: Emergency Lighting

? Annual maintenance and monthly visual inspections of fire extinguishing appliances?

- It is recommended that the responsible person carry out visual inspections of all extinguishers and fire safety equipment on a regular basis i.e. at least monthly to determine if the extinguisher has been discharged or damaged. Record findings within the fire log book.

WHY BS5306:3 Code of Practice for Fire Extinguisher Service and Maintenance recommends at least monthly visual inspection. Inspection should include:

- a) Each extinguisher is correctly located in the designated place;
- b) Each extinguisher is unobstructed and visible;
- c) The operating instructions of each extinguisher are clean and legible and face outwards;
- d) Each extinguisher has not been operated and is not obviously damaged or has any missing parts;
- e) The reading of any pressure gauge or indicator fitted to an extinguisher is within operational and safety limits;
- f) The seals and tamper indicators of each extinguisher are not broken or missing.

NO

MEDIUM TERM

REFERENCE RB-KMZPFF
 DUE 18/07/2022
 CATEGORY Maintenance: Fire Fighting Equipment

Annual service of the Fire Fighting Equipment. Last undertaken: January 2022



- ? Six-monthly inspection and annual testing of rising mains?
- ? Weekly testing and periodic inspection of sprinkler installations?
- ? Is the Automatic Opening Ventilation system subject to periodic maintenance by a competent engineer to BS7346-1?
- ? Routine checks of fire doors, final exit doors and/or security fastenings?

N/A
 N/A
 N/A

- Introduce periodic checks and tests on all fire doors, exits, and security fastenings.

WHY Defective fire doors, final exits, and security fastenings.

NO

MEDIUM TERM

REFERENCE RB-CC7SZ7
 DUE 18/07/2022
 CATEGORY Building Management: Building Management General

- ⊛ Annual inspection and test of lightning protection system? N/A
- ⊛ Inspection of the fixed heating system? YES

● Records are kept of the inspection and servicing of heating systems including boilers within the fire log book and/or labels are located on the heating system indicating the last servicing date/time.

Last serviced: 14/10/2021

Next service due: 14/10/2022

WHY Under the Gas Safety (Installation and Use) Regulations 1998 (GS(IU)R 98) gas servicing is required by regulation to be undertaken annually. This has been evidenced with a valid servicing record.

HISTORY 03/11/21 **First identified in assessment**
09/02/22 **Reviewed and confirmed as ongoing**



- ⊛ Periodic inspection of external escape stairs and gangways? NO

● External escape routes should receive the periodic routine inspection, maintenance, and cleaning to ensure they remain fit for use.

WHY There was no evidence to confirm that routine inspection and maintenance is being undertaken on the external escape routes.

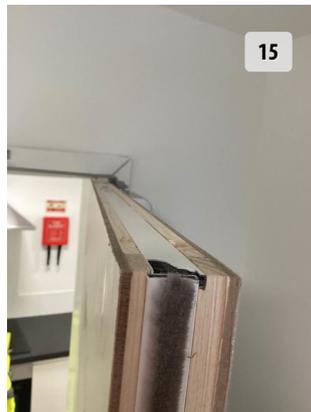
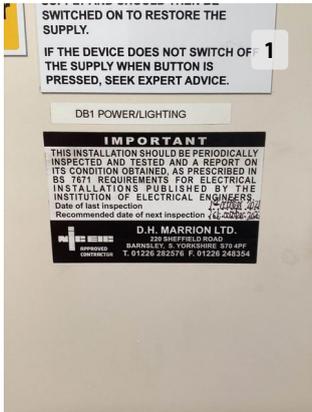


MEDIUM TERM

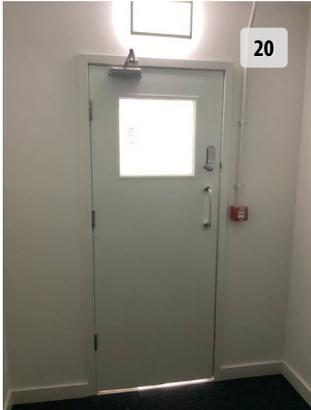
REFERENCE RB-VHIV14
DUE 18/07/2022
CATEGORY Building Management:
Building Management:
Housekeeping

- ⊛ Weekly and monthly testing, six monthly inspection and annual testing of fire fighting lifts? N/A

5 PHOTOS



Photos Continued...



Photos Continued...



Photos Continued...



6 ACTION PLAN

Electrical Sources of Ignition

- Appoint a qualified and competent engineer to carry out portable appliance testing.

DUE 18/01/2023 BY No One Assigned

NOT STARTED

Long Term

WHY There is no or limited evidence of portable appliance testing being completed on devices in the building to comply with the 1989 Electricity at Work regulation.
REFERENCE RB-T4W67Y

Arson

- Relocate refuse to secure housing away from the building. This could be in the form of a chain and padlock.

DUE 18/04/2022 BY No One Assigned

NOT STARTED

Short Term

WHY Refuse bins are kept too close to the building providing a fuel source for arson.
REFERENCE RB-T5K793

- Remove items from site.

DUE 18/02/2022 BY No One Assigned

NOT STARTED

Short Term

WHY There is an excess of combustible materials at the rear of the building.
REFERENCE RB-1HXH18
LOCATION Side of building

Cooking

- Confirm or appoint an approved contractor to provide maintenance to the kitchen extraction system and advise staff that the duct work needs to be cleaned regularly and that yearly deep cleaning is undertaken. No records were kept on site of the deep clean servicing.

DUE 18/01/2023 BY No One Assigned

NOT STARTED

Long Term

WHY There was no evidence to confirm the kitchen extraction system / duct work is being maintained regularly to a fire safety standard.
REFERENCE RB-865LTQ

- Affix the fire blanket to the wall

DUE 22/04/2022 BY No One Assigned

COMPLETED BY Danny Peachey

Medium Term

REFERENCE RB-88X8D5
LOCATION Staff kitchen area

- Install fire fighting equipment to BS5306 standard. Ground floor kitchen

DUE 22/04/2022 BY No One Assigned

COMPLETED BY Danny Peachey

Medium Term

WHY No fire fighting equipment installed at present
REFERENCE RB-QYKS3E

Housekeeping

- Once the laundry room is operational. It is recommended that the lint from the laundry room tumble dryer filter / trap is regularly removed and remind staff to undertake cleaning of the filter / trap after each use.

WHY An accumulation of lint within a tumble dryer can increase the risk of a fire occurring.
REFERENCE RB-V19P3M

DUE 18/04/2022 BY No One Assigned

NOT STARTED

Short Term

Means of Escape from Fire

- Replace door to FD30S standard. The fire door should provide 30 minutes of protection from the effects of fire with a smoke seal and intumescent strip, lock door and 'Fire door keep locked' signage.

WHY Meter cupboard door does not provide adequate protection for the means of escape.
REFERENCE RB-XSLPLP
LOCATION Electrical cupboard within kitchen

DUE 22/04/2022 BY No One Assigned

IN PROGRESS

Medium Term

- Realign fire door to achieve a compliant gap between door leaf and frame of between 2-4mm. Install intumescent strip and smoke seal to the fire door. Install 2no. Fire door keep shut signs.

WHY Excessive (non-compliant) gaps between fire door frame and leaf.
REFERENCE RB-YU1RFT
LOCATION Kitchen to toilet storage area

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- Realign fire door to achieve a compliant gap between door leaf and frame of between 2-4mm. Non-compliant threshold gap. Install hardwood lipping to the threshold. Dropdown seal is an alternative solution. Install 2no. Fire door keep shut signs

WHY Excessive (non-compliant) gaps between fire door frame and leaf.
REFERENCE RB-QL54IC
LOCATION Top of stairs

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- Realign fire door to achieve a compliant gap between door leaf and frame of between 2-4mm. Provide maintenance to the fire door ensuring it shuts correctly into its frame and provides 30 minutes of protection from fire. Install 2no. Fire door keep shut signs.

WHY Excessive (non-compliant) gaps between fire door frame and leaf.
REFERENCE RB-KYICZ7
LOCATION First floor left office

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- Realign fire door to achieve a compliant gap between door leaf and frame of between 2-4mm.
Provide maintenance to the fire door ensuring it shuts correctly into its frame and provides 30 minutes of protection from fire.
Install 2no. Fire door keep shut signs.
Non-compliant threshold gap. Remove lipping to the underside of the door set and install deeper lipping to achieve a compliant gap. Alternatively, install drop down seal.

Replace loose handle with fire rated equivalent that is compliant for the door set.

WHY Excessive (non-compliant) gaps between fire door frame and leaf.
REFERENCE RB-A6ZHG4
LOCATION first floor office right side

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- Recommend installing an evacuation chair within the stairwell with appropriate signage.

WHY Evacuation chairs are intended to help a disabled or mobility impaired individual safely traverse stairs in emergency situations, such as a fire evacuation.
REFERENCE RB-9CJ5GL

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

Measures to Limit Fire Spread and Development

- Seal breach in the fire compartment to provide a minimum of 30 minutes fire resistant protection.

WHY Breaches of fire compartmentation have been identified.
REFERENCE RB-W1VY14
LOCATION Basement area

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- Cut back foam and seal the area with intumescent materials to provide 30 minutes fire resistant protection.

WHY Polyurethane foam has been used as a sealant to provide fire resistant protection and compartmentalise the area.
REFERENCE RB-LGFNSZ
LOCATION Roof void between the sleeping accommodation.

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- Seal breach in the fire compartment to provide a minimum of 30 minutes fire resistant protection.

WHY Breaches of fire compartmentation have been identified.
REFERENCE RB-5D9TMC

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

Fire Safety Signs and Notices

- Install 'No Smoking' signage where necessary.

WHY There is no 'No Smoking' signage displayed.
REFERENCE RB-BE9P9B

DUE 18/01/2023 BY No One Assigned

NOT STARTED

Long Term

- Install a clear and easy-to-read zone chart next to the fire alarm panel, conforming to BS5839 guidance.

WHY There is no zone chart adjacent to the fire alarm panel to aid the fire and rescue service or service staff in the location of a fire or fault in an efficient time frame.
REFERENCE RB-Q8HZPM

DUE 18/01/2023 BY No One Assigned

NOT STARTED

Long Term

- Install manual call point signage to meet BS5499 / BS EN ISO 7010 standard, adjacent to the device.

WHY Manual call points do not provide any information to aid their use.
REFERENCE RB-QZG2TP

DUE 18/01/2023 BY No One Assigned

NOT STARTED

Long Term

Means of Giving Warning in Case of Fire

- Appoint a competent fire alarm engineer to remove the detector caps and commission the fire alarm system.

WHY The fire alarm system was in fault and / or fire at the time of inspection.
REFERENCE RB-F7YFTW

DUE 22/04/2022 BY No One Assigned

NOT STARTED

Medium Term

- Appoint a competent fire alarm engineer to remove the detector caps and commission the fire alarm system.

WHY The fire alarm system was at fault and / or fire at the time of inspection.
REFERENCE RB-YPYQHW
LOCATION Sleeping accommodation - 11 / 10

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

Manual Fire Extinguishing Appliances

- Install fire fighting equipment (CO2 extinguisher) to BS5306 standard

WHY No fire fighting equipment installed within the unit
REFERENCE RB-KG6Q5D
LOCATION Laundry room

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

Procedures and Arrangements

- Provide information such as building plans, fire risk assessment, staff information, registers of equipment, servicing records, testing regimes (fire doors and final exits, fire extinguishers, emergency lighting, fire alarm etc) and the buildings fire safety protection measures, within the fire log book.

WHY There is a lack of building and resident information available to the fire and rescue service to aid an efficient evaluation of the hazards, risk to life, and fire safety systems available in the building.

REFERENCE RB-E4V33B

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- Produce and implement a written fire safety policy for the building. The policy should include management responsibilities, staff duties, and arrangements for visitors. It must also include emergency procedures and control measures for dangerous substances and conditions. This would ensure a prompt and suitable evacuation of the building and help minimise the risk of substantial hazards such as highly flammable liquids. It will also help identify if staff training is required. This information needs to be conveyed to staff upon completion.

WHY There is no written fire safety policy for the building.

REFERENCE RB-DXPD5G

DUE 18/02/2022 BY No One Assigned

NOT STARTED

Short Term

- Install a Fire Assemble 'Muster' Point sign to meet BS5499 / BS EN ISO 7010 standard at the designated location, which can be easily identified in an emergency situation.

Recommend installing on a wooden fence along the main path.

WHY The fire assemble point is not clearly indicated with the appropriate signage conforming to BS5499 / BS EN ISO 7010 standard. The location is a sufficient distance away from the building and large enough to accommodate the expected maximum occupancy of the building being evacuated (staff, visitors and users).

REFERENCE RB-SQIEZL

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

Training and Drills

- Confirmation required that staff have been provided with fire awareness training and refresher training within the last 12 months. Alternatively, introduce fire safety awareness training to all members of staff during their induction, with regular refresher information and updates (annually would be advisable).

WHY Staff working in the building are not provided with fire safety awareness training.

REFERENCE RB-8E7TX5

DUE 18/04/2022 BY No One Assigned

NOT STARTED

Short Term

- Confirmation required that relevant staff have been with provided fire warden / marshal training within the last 3 years.

The Regulatory Reform (Fire Safety) Order 2005 has made fire safety training a legal requirement for staff members. Those with a duty of a fire marshal or warden should be provided with additional fire safety, extinguisher, and evacuation training to support their role. The training should include all the key information regarding fire safety and evacuation procedures in their workplace.

WHY Fire Marshals are not provided with adequate training to support their role in evacuating the building.
 REFERENCE RB-XXZ1X8

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- Display a fire action notice and highlight the assembly point.

WHY There are no Fire Action Notices displayed in the building.
 REFERENCE RB-MDM4QA

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- Complete a fire drill and record findings to confirm the evacuation procedures are working. Fire drills should be completed no less than annually.

WHY No fire drills have been undertaken in recent years.
 REFERENCE RB-NGEQJA

DUE 18/04/2022 BY No One Assigned

NOT STARTED

Short Term

Testing and Maintenance

- It is essential that the system is subject to periodic inspection and servicing of no less than a 6 month interval so that unrevealed faults are identified, preventive measures can be taken to ensure the continued reliability of the system, false alarm problems are identified and suitably addressed, and that the user is made aware of any changes to the building that affect the protection afforded by the system.

Periodic inspection and servicing needs to be carried out by a competent person with specialist knowledge of fire detection and alarm systems, including knowledge of the causes of false alarms, sufficient information regarding the system, and adequate access to spares.

WHY There was no evidence that the fire alarm system is being maintained in accordance with the requirements of BS5839 Fire detection and fire alarm systems for buildings.
 REFERENCE RB-N7QYXH

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

- It is recommended that on a weekly basis a manual call point should be operated during normal working hours. It should be confirmed that the control equipment is capable of processing a fire alarm signal and providing an output to fire alarm sounders and ensuring that the fire alarm signal is correctly received at any alarm receiving centre to which fire alarm signals are transmitted. A different manual call point should be used at the time of every weekly test so that all manual call points in the building are tested in rotation over a prolonged period. The results of the tests should be recorded in a logbook.

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

WHY There is no evidence that the fire alarm system is being tested in accordance with the requirements of BS5839 Fire detection and fire alarm systems for buildings.
REFERENCE RB-6YUZL4

- Appoint an approved contractor to provide maintenance to the emergency lighting system in accordance with the recommendations and requirements of BS 5266-1 Code of practice for the emergency escape lighting of premises.

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

WHY There was no evidence to confirm the emergency lighting system is being maintained to meet BS5266 emergency lighting fire safety standard.
REFERENCE RB-3UKBUW

- Introduce monthly testing of the emergency lighting system. Records should be kept in a paper or electronic log book. Any failing luminaries should be rectified immediately.

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

WHY There was no evidence to confirm the emergency lighting system is being tested to meet BS5266 emergency lighting fire safety standard.
REFERENCE RB-NS2IYQ

- It is recommended that the responsible person carry out visual inspections of all extinguishers and fire safety equipment on a regular basis i.e. at least monthly to determine if the extinguisher has been discharged or damaged. Record findings within the fire log book.

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

WHY BS5306:3 Code of Practice for Fire Extinguisher Service and Maintenance recommends at least monthly visual inspection. Inspection should include:

- Each extinguisher is correctly located in the designated place;
- Each extinguisher is unobstructed and visible;
- The operating instructions of each extinguisher are clean and legible and face outwards;
- Each extinguisher has not been operated and is not obviously damaged or has any missing parts;
- The reading of any pressure gauge or indicator fitted to an extinguisher is within operational and safety limits;
- The seals and tamper indicators of each extinguisher are not broken or missing.

REFERENCE RB-KMZPFF

- Introduce periodic checks and tests on all fire doors, exits, and security fastenings.

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

WHY Defective fire doors, final exits, and security fastenings.
REFERENCE RB-CC7S27

- External escape routes should receive the periodic routine inspection, maintenance, and cleaning to ensure they remain fit for use.

DUE 18/07/2022 BY No One Assigned

NOT STARTED

Medium Term

WHY There was no evidence to confirm that routine inspection and maintenance is being undertaken on the external escape routes.

REFERENCE RB-VHIV14

APPENDIX A - BRITISH STANDARDS

British and other standards that may be referred to in this assessment

Emergency lighting

BS 5266-1 Code of practice for the emergency lighting of premises

Fire safety signage

BS5499-4 Safety signs, including fire safety signs. Code of practice for escape route signing

BS5499-10 Safety signs, including fire safety signs. Code of practice for the use of safety signs, including fire safety signs

Fire detection and alarm systems

BS 5839-1 Code of practice for system design, installation, commissioning and maintenance

BS 5839-6 Code of practice for the design, installation and maintenance in dwellings

Fire extinguishing installations and equipment

BS 5306-3 Maintenance of portable fire extinguishers – Code of practice

BS 5306-8 Selection and installation of portable fire extinguishers – Code of practice

BS 7937 Specification for portable extinguishers for use on cooking oil fires (Class F)

Electrical installations

BS 7671 Requirements for electrical installations (IET Wiring Regulations)

Fire doors

BS 8214 Code of practice for fire door assemblies with non-metallic leaves

BS EN 1154 Controlled door closing devices

Fire protection measures

BS7273-1 Electrical actuation of gaseous total flooding extinguishing systems

BS7273-4 Actuation of release mechanisms for doors

Gaseous fire-extinguishing systems

BS ISO 14520-1 Physical properties and system design - General requirements

BS EN 15004-1 Design, installation and maintenance

Lightning protection

BS 62305-1 General Principles

Building materials and structures

BS 476 Fire tests

Further guidance on fire safety risk assessment is available from the Communities and Local Government web site: www.communities.gov.uk

APPENDIX B - DISCLAIMER

1. This report, and the underlying work on which it is based, has been prepared and is submitted in accordance with the contract with the client and is intended solely for use by the client.

2. Total Fire Safety Limited warrants that the report has been prepared with all reasonable skill and care. Total Fire Safety Limited will accept liability for deficiencies in any report caused by its breach of contract or negligence. Negligence shall be as defined as in Section 1(1) of the Unfair Contract Terms Act 1977. Except in the case of death or personal injury arising from the negligence of Total Fire Safety Limited, liability of Total Fire Safety Limited for breach of contract or negligence or otherwise in relation to the preparation of the report shall in no case exceed the fee paid by the Client for the report. Total Fire Safety Limited shall in no circumstances be liable for any other loss, charges, damages, indirect or consequential loss (including loss of profit) or expenses of any kind. The Client acknowledges that all possible circumstances in which the report may have some relevance cannot be foreseen at the time the report is prepared. The Client also acknowledges that Total Fire Safety Limited would not be able to provide the Report for the agreed fee if Total Fire Safety Limited were obliged to accept all far reaching responsibilities.

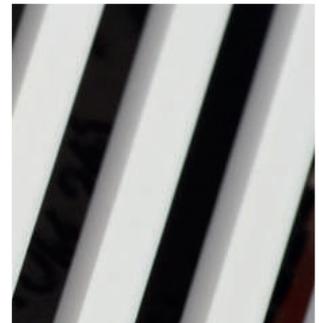
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5. This assessment meets the requirements of BAFE SP205 – Life Safety Fire Risk Assessment. A separate Certification of Conformity accompanies this assessment.



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Total Fire Safety provides a comprehensive range of management services including consultancy, training, fire door surveys and project management of passive fire prevention installations. Products include fire doors, fire stopping solutions and signage.



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