

Fire risk assessment form

Details of organisation

1 Name of organisation

Assessment undertaken by

2 Address

Postcode

3 Date

Review date

4 Area assessed

Under Additional controls you should note the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented.

Fire risk details

Hazards/risks/persons

Note existing situation

Additional controls

Note here the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented

1 What are the fire risks?

Note details of any flammable liquids, combustible materials, ignition sources and persons at risk

2 Can a fire be detected in a reasonable time and people be warned?

Note details of any automatic fire detection system or other means by which fire can be detected

Fire risk details (continued)

Hazards/risks/persons Note existing situation	Additional controls Note here the additional measures that are needed to reduce the risk to an acceptable level and record when they have been implemented
3 Can people in the building get out safely? Note details of fire exit doors, escape routes, emergency lighting and signage	
4 Is there adequate firefighting equipment? Note details of existing fire extinguishers, hose reels, etc.	
5 Do people know what to do if there is a fire? Note details of any written evacuation procedures	
6 Is a regular check made that firefighting equipment is in place, are people trained in its use, is it regularly maintained? Note details of existing procedures for checking and maintaining firefighting equipment and training	
7 What effect would a fire have on our neighbours? Note risks of spreading fire and evacuation on neighbouring premises	



Methodist Insurance PLC, St Ann's House, St Ann's Place, Manchester M2 7LP.
 Tel: 0845 606 1331 Fax: 0845 604 6302 www.methodistinsurance.co.uk

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