

# Fire safety risk assessment

## 1 Identify fire hazards

Identify:

- Sources of ignition
- Sources of fuel
- Sources of oxygen

## 2 Identify people at risk

Identify:

- People in and around the premises
- People especially at risk

## 3 Evaluate, remove, reduce and protect from risk

- Evaluate the risk of a fire occurring
- Evaluate the risk to people from fire
- Remove or reduce fire hazards
- Remove or reduce the risks to people
  - Detection and warning
  - Firefighting
  - Escape routes
  - Lighting
  - Signs and notices
  - Maintenance

## 4 Record, plan, inform, instruct and train

- Record significant finding and action taken
- Prepare an emergency plan
- Inform and instruct relevant people; cooperate and coordinate with others
- Provide training

## 5 Review

- Keep assessment under review
- Revise where necessary

**Remember to keep your fire risk assessment under review**