

Record of fire safety risk assessment

Adviceline: 0800 019 2211
www.healthyworkinglives.com
www.infoscotland.com/firelaw



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Building use and address	HMO FLAT		
Postcode	6 WARRENDER	PARK CRESCENT	
Name of person(s) with fire safety duties	Eleanor Pratt		
Name and contact details of Assessor	James Baxter		
Assessor signature	Joe Balor		Date of assessment
			20/02/18

STEP 1 Identify people at risk

List all persons potentially at risk from fire, including employees, residents, visitors and contractors

Eleanor Pratt
Sarah Derron
Hugo Clavijo
Michael Welsh

STEP 2 Identify fire hazards

Note: Action Points should be recorded at STEP 4

Fire hazards	Comments
Sources of ignition	Cooking Gas Stove
Sources of fuel	Gas Clothing & Furniture
Source of oxygen	
	Action required (Please tick) If you answered yes, record action at STEP 4 YES NO ✓

STEP 3 Evaluate risk and adequacy of existing fire safety measures							
Note: Action Points should be recorded at STEP 4							
a) Likelihood and consequences of a fire starting		Comments					
Accidentally		Cooking Candles					
By act or omission		Leaving food on the cooker Dish towel on hob Careless candle use					
Deliberately		N/A					
		Action required (Please tick) If you answered yes, record action at STEP 4	<table border="1"> <tr> <th>YES</th> <th>NO</th> </tr> <tr> <td></td> <td>✓</td> </tr> </table>	YES	NO		✓
YES	NO						
	✓						
b) Adequacy of existing fire safety measures		Comments					
Provision and protection of escape route		Out of the main door					
Lighting and signage		Yes					
Fire detection and fire warning		Yes					
Fire fighting equipment		Yes					
Staff training and fire drills		N/A					
Management and fire safety policy		N/A					
Co-operation and co-ordination with other building owners/occupiers.		Common Sense					
		Action required (Please tick) If you answered yes, record action at STEP 4	<table border="1"> <tr> <th>YES</th> <th>NO</th> </tr> <tr> <td></td> <td>✓</td> </tr> </table>	YES	NO		✓
YES	NO						
	✓						

Review the fire risk assessment if there is a reason to suspect it is no longer valid or if there has been a significant change in the matters to which it relates.

STEP 5

Assessment review

Review date

20/02/18

Reviewed by

JAMES BAXTER

Reason for review

HMO Legislation and
Landlord Responsibility

Outcomes of review

Everything in order

The Scottish Centre for Healthy Working Lives is part of NHS Health Scotland. We provide information, advice and support on health and safety legislation, occupational health and health promotion. To arrange a workplace visit, call our adviceline free on **0800 019 2211**. Alternatively, contact your local Healthy Working Lives team based in your NHS board area. The contact details for each team are available from the adviceline and are given on our website at www.healthyworkinglives.com

The Scottish Centre for Healthy Working Lives is endorsed by: the Confederation of British Industry (CBI Scotland), the Federation of Small Businesses (FSB), the Scottish Trades Union Congress (STUC), the Scottish Government, the Health and Safety Executive (HSE), NHS Scotland, the Convention of Local Authorities (COSLA), Jobcentre Plus, Scottish Enterprise and Highlands and Islands Enterprise (HIE).



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