

Fire Risk Assessment

Common Areas and Services

**54 Montpelier Road
Brighton
BN1 3BA**



Date of Inspection: 3rd January 2024

Responsible persons: The Freeholders

Person Consulted: As Above

Date for Review: January 2026



SECTION	INDEX
1	The Property
2	Occupants
3	Occupants especially at risk
4	Fire loss
5	Relevant information
6	Relevant Fire Safety Legislation and Method
7	Electrical sources of ignition
8	Smoking
9	Arson
10	Portable heaters & heating installations
11	Lightning conduction
12	Housekeeping
13	Hazards introduced by outside contractors & building works
14	Other fire hazards
15	Means of escape from fire
16	Measures to limit fire spread & development
17	Emergency Lighting
18	Signs & notices
19	Fire Alarms
20	Extinguishing
21	Management procedures and arrangements
22	Records
23	Fire Fighter Safety and Access
24	Fire Risk Assessment Matrix
25	Action Plan
26	Photographs
27	Flat Door Surveys

GENERAL INFORMATION

1. THE PREMISES	
1.1	Number of floors: 5
1.2	Approximate floor area assessed: 400m ² gross
	Footprint 80m ²
1.3	Brief details of premises: A terraced period townhouse converted to flats. Wooden floors and staircases. The elevations are brick rendered and glazed under a trussed pitch roof. The standard of the conversion undertaken does not comply with current Building Regulations 2010 thus occupants would need to evacuate in the event of a fire.
1.4	Use of premises: multiple occupancy single dwellings.
2. THE OCCUPANTS	
2.1	Flats: 6
2.2	Approximate number of employees at any one time: None
2.3	Maximum number of members of public at any one time: Unknown
3. OCCUPANTS ESPECIALLY AT RISK FROM FIRE	
3.1	Sleeping occupants: 9 approx
3.2	Disabled occupants: Not surveyed
3.3	Occupants in remote areas & lone workers: None
3.4	Young Persons: Unknown
3.5	<p>In this instance it has not been possible to identify any occupants especially as risk from within self-contained dwellings.</p> <p>Where the Landlord/Responsible Person has identified less able occupants especially at risk from fire, PEEPs (Personal Emergency Evacuation Plans) must be created to take into account any additional protection measures required, as well as training, communication and co-ordination to assist in safe evacuation.</p> <p>PEEP's have not been included in this Fire Risk Assessment.</p>

4.	FIRE LOSS EXPERIENCE
4.1	None recorded
5.	RELEVANT INFORMATION
5.1	The fire strategy for this premises is to evacuate in the event of a fire. Upon hearing the fire alarm residents should evacuate immediately. See section 21.3 regarding the evacuation policy.
5.2	<p>Under the Regulatory Reform (Fire Safety) Order 2005 (The Order), general fire precautions must be taken by the responsible person. This duty placed upon those responsible includes taking measures to ensure that the means of escape is adequately protected. One such example of this is the protection of common ways in blocks of flats, afforded by flat front doors. This duty is imposed by Articles 8 and 14 of the Order.</p> <p>Where there are any shortfalls regarding lack of fire protection between an individual flat and the common escape route that can be directly attributed to the owner of the dwelling and where a Managing Agent cannot enforce improvement, the occupant of the flat may be held responsible under the Order as an owner, or may be so by virtue of contract or tenancy. This is covered in Article 3 and Article 5 (3) of the Order respectively. This is due to the fact that they either own, or are in control of the deficiency and have failed in their duty.</p> <p>There is also a duty for people who share responsibilities to co-operate and co-ordinate in carrying out their duties. This means that if any occupant declines or refuses to allow access for inspection or any upgrade or improvement to their dwelling to protect the escape route from a fire, they may be seen as failing in their duty to co-operate or co-ordinate with regard their shared duty to protect the common ways. This duty is covered in Article 22 of the Order.</p> <p>Defence in not achieving compliance with the Order is by being able to demonstrate that the duty holder did everything reasonable and practicable in attempting to comply with the duty imposed by the Order. This is covered in Article 33 of the Order.</p> <p>Ultimately if the common ways are not adequately protected from the effects of a fire from individual dwellings and this is due to negligence / in-action by individual tenants/owners who have failed in the above duty, it is an offence under Article 32 (1) (a) of the Order which may be punishable in a criminal court. Alternately if the failure to carry out the duty is demonstrable as a joint failure (e.g. the Managing Agent did not do everything reasonable and practicable to pursue the tenant in achieving compliance) then both may be found culpable under Article 32 (10).</p>

RELEVANT FIRE SAFETY LEGISLATION	
6.1	The following fire safety legislation applies to these premises:
	<p>Regulatory Reform (Fire Safety) Order 2005. Fire Safety Act 2021 Fire Regulations 2022</p>
6.2	The above legislation is enforced by:
	<p>East Sussex Fire Authority Local Authority - Private Sector Housing</p>
6.3	Other legislation that makes significant requirement for fire precautions in these premises (other than the Building Regulations 2010):
	Housing Act
6.4	Bibliography and Method
	<p>Guidance documents used:</p> <ul style="list-style-type: none"> • HMG Fire Safety 'Sleeping Accommodation' Guide – 2006 • LACORs Housing Fire Safety – 2008
6.5	<p>There are 4 general types of fire risk assessment that apply to flats or apartment buildings:</p> <p>Type 1 – Common parts only (non-destructive) A Type 1 fire risk assessment is the basic fire risk assessment required for the purpose of satisfying the RRO. Unless there is reason to suspect deficiencies in structural fire protection –such as inadequate compartmentation, or poor fire stopping – a Type 1 inspection will normally be sufficient for most HMO's, buildings of converted flats & blocks of purpose-built flats. Where there is doubt, it may be necessary for another type of fire risk assessment to be carried out by us as competent assessors. The assessment will include reference to external elevations and standard of flat doors opening on to the common means of escape</p> <p>Type 2 – Common parts only (destructive) The Type 2 fire risk assessment covers the same areas as the Type 1, except that there is a degree of destructive inspection, carried out on a sampling basis. It is usually necessary for a contractor to be present for gaining access to the elements to be examined and making good after the inspection. A Type 2 fire risk assessment is usually a one-off exercise, carried out only where there is good reason to suspect deficiencies that could lead to spread of fire beyond the flat of fire origin.</p> <p>Type 3 – Common parts and flats (non-destructive) A Type 3 fire risk assessment includes the work involved in a Type 1 fire risk assessment, but goes beyond the scope of the RRO (though not the scope of the Housing Act). This risk assessment considers the arrangements for means of escape and fire detection within at least a sample of the sleeping rooms. The inspection of any area is non-destructive, but the fire resistance of doors to rooms will be part of the survey. A Type 3 fire risk assessment may be appropriate for HMO's if there is</p>

reason to suspect serious risk to residents in the event of a fire in their flats. This could be due to the age of the building or because of unauthorised alterations.

Type 4 – Common parts and flats (destructive)

A Type 4 fire risk assessment covers the same areas as the Type 3 fire risk assessment, except that there will be some destructive inspection in the common parts and in a sample of the internal rooms. This will normally require a contractor to gain access to the elements to be examined and for making good after the inspection. This form of inspection would normally only be carried out on properties that are unoccupied (void).

The type 4 fire risk assessment will only be required in a very limited set of circumstances, such as when a new landlord takes over a building for which the history is unknown, or where there is reason to suspect serious risk to residents from both a fire in their own rooms/flats and a fire in neighbours' rooms/flats.

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

7. ELECTRICAL SOURCES OF IGNITION							
7.1	Reasonable measures taken to prevent fires of electrical origin?	N/A		Yes		No	✓
7.2	More specifically:						
	Fixed installation periodically inspected and tested?	N/A		Yes	✓	No	
	Is portable appliance testing carried out?	N/A	✓	Yes		No	
	Does the electrical distribution within the common area appear satisfactory and adequately protected?	N/A		Yes		No	✓
	Suitable limitation of raised sockets, trailing leads, cables and adapters?	N/A		Yes	✓	No	
7.3	Comments and hazards observed:						
<ul style="list-style-type: none"> The electrical supply for the landlord’s services entered the premises at ground floor level, through a cupboard on the means of escape, found to not be fully fire resistant. There last electrical installation condition report (EICR) was by 1st Choice Electrical. <p>See images in section 26 and recommendations in the action plan.</p>							

8. SMOKING							
8.1	Reasonable means taken to prevent fire as a result of smoking?	N/A		Yes		No	√
8.2	More specifically:						
	Smoking prohibited in the internal common areas?	N/A		Yes		No	√
	Smoking prohibited in appropriate areas?	N/A	√	Yes		No	
	Is the property provided with 'smoke free' signs?	N/A		Yes		No	√
	Does the no smoking policy appear to be observed at time of inspection?	N/A		Yes	√	No	
8.3	Comments and hazards observed:						
	<ul style="list-style-type: none"> It was noted that this property does not have the legally required 'no smoking' sign. All occupants within this property appear to comply with the current no smoking legislation. There was no evidence of discarded smoking materials within any of the common areas at the time of inspection. <p>See images in section 26 and recommendations in the action plan.</p>						

9. ARSON							
9.1	Does basic security against arson by outsiders appear reasonable?	N/A		Yes		No	√
9.2	Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders?	N/A		Yes	√	No	
	Is waste secure and managed satisfactorily?	N/A		Yes	√	No	
9.3	Comments and hazards observed:						
<ul style="list-style-type: none"> Waste was seen to be managed satisfactorily at this property at the time of survey, with communal roadside bins emptied regularly by the local authority. The property is located in a residential area; the possibility of arson/fire setting activity is seen as unlikely but cannot be discounted as the main door letterbox was found to be unprotected. <p>See images in section 26 and recommendations in the action plan.</p>							
10. PORTABLE HEATERS AND HEATING INSTALLATIONS							
10.1	Is the use of portable heaters avoided as far as practicable?	N/A		Yes	√	No	
10.2	If portable heaters are used:						
	Is the use of the more hazardous type (e.g. radiant bar fires or lpg appliances) avoided?	N/A	√	Yes		No	
	Are suitable measures taken to minimise the hazard of ignition of combustible materials?	N/A	√	Yes		No	
10.4	Does the Premises have satisfactory fixed heating?	N/A	√	Yes		No	
10.5	Are fixed heating installations subject to regular maintenance?	N/A	√	Yes		No	
10.6	Comments and hazards observed?						
<ul style="list-style-type: none"> There were no fixed or portable heating provisions observed in the internal common areas of the property during inspection. 							

11.	LIGHTNING CONDUCTION (EARTH BONDING)						
11.1	Does the building have a lightning protection system?	N/A		Yes		No	✓
11.2	Comments and deficiencies observed:						
	<ul style="list-style-type: none"> There was no evidence of earth bonding provided for this premises at the time of inspection. Lightning conduction is not normally provided for a building of this type. 						
12.	HOUSEKEEPING						
12.1	Is the standard of housekeeping satisfactory?	N/A		Yes	✓	No	
12.2	More specifically:						
	Personal items appear to be absent within the common areas of the property?	N/A		Yes	✓	No	
	Avoidance of unnecessary accumulation of combustible materials or waste on escape routes?	N/A		Yes	✓	No	
	Appropriate storage of hazardous materials?	N/A	✓	Yes		No	
	Avoidance of inappropriate storage of combustible materials?	N/A		Yes	✓	No	
	Avoidance of articles likely to obstruct the means of escape?	N/A		Yes	✓	No	
12.3	Comments and hazards observed:						
	<ul style="list-style-type: none"> The standard of housekeeping was seen to be satisfactory. 						

13.	HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS						
13.1	Are any building works in progress?	N/A		Yes		No	✓
13.2	Were there no Fire Safety issues created by Building Contractors?	N/A	✓	Yes		No	
13.3	Is there satisfactory control over works carried out in the building by outside contractors (including "hot work")?	N/A		Yes	✓	No	
13.4	If there are in-house maintenance personnel are suitable precautions taken during work projects including "hot work", including use of hot work permits?	N/A	✓	Yes		No	
13.5	Comments:						
	<ul style="list-style-type: none"> There was no evidence of construction or maintenance work being undertaken at the time of inspection. The control of contractors including permits to work on site are directly the responsibility of the Landlord or Managing Agent. No further comments necessary for this section. 						
14.	OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION INCLUDING PROCESS HAZARDS THAT IMPACT ON GENERAL FIRE PRECAUTIONS						
14.1	Hazards:						
	<ul style="list-style-type: none"> No hazardous practices, manufacturing or factory processes were observed to be undertaken in this property the building was seen to be used as private residential accommodation only. 						
14.2	Comments and deficiencies observed:						
	<ul style="list-style-type: none"> None necessary. 						

FIRE PROTECTION MEASURES							
<p>Where there is the reference 'protecting the means of escape' is used, this refers to all non-load bearing elements of construction which includes all partitioning, screening and doors which open on to the means of escape. The minimum accepted protection is 30 minutes fire resistance.</p> <p>In the case of internal escape routes for flats this includes all front doors whether they open directly on to a staircase or form part of a lobby (two door protection)</p> <p>Any door furniture such as letterboxes or ventilation grills must be fitted to provide the same protection.</p>							
15. MEANS OF ESCAPE FROM FIRE							
15.1	Is it considered that the building is provided with reasonable means of escape in case of a fire?	N/A		Yes	√	No	
	Is there suitable protection of escape routes?	N/A		Yes		No	√
15.2	Comments:						
<ul style="list-style-type: none"> The flat doors were inspected and surveys provided in section 28. The doors were substantial but not fully fire resistant. <p>See recommendations in the action plan.</p>							

15. MEANS OF ESCAPE FROM FIRE (continued)							
15.3	More specifically:						
	Adequate design of escape routes?	N/A		Yes	✓	No	
	Adequate provision of exits?	N/A		Yes	✓	No	
	Are exits easily and immediately opened where necessary?	N/A		Yes	✓	No	
	Fire exits open in direction of escape where necessary?	N/A		Yes	✓	No	
	Are handrails, floor and stair surfaces safe?	N/A		Yes	✓	No	
	Suitable smoke control/ ventilation for the escape routes?	N/A	✓	Yes		No	
	Escape routes unobstructed?	N/A		Yes	✓	No	
15.4	Reasonable distances of travel:						
	Where there is a single direction of travel?	N/A		Yes	✓	No	
	Where there are alternative means of escape?	N/A		Yes	✓	No	
15.5	Comments and deficiencies observed:						
<ul style="list-style-type: none"> • Some exit doors open in; however this creates no problem as there is never likely to be in excess of 60 persons attempting to escape from the property at any one time. • The premises features a cast iron back to wall and platformed alternate means of escape on the rear external elevation. The structure was found to be in poor condition and corroded in many places. The rear escape discharged into an enclosed garden, with no final exit point. • Each floor was inspected individually and separate reports provided in section 27. 							

15.	MEANS OF ESCAPE FROM FIRE (continued)					
15.6	<u>Disabled Provisions</u>					
	Are there reasonable arrangements for means of escape for disabled persons?	N/A	✓	Yes		No
	Is the premises suitable for mobility impaired persons?	N/A		Yes		No ✓
15.7	Comments and deficiencies observed:					
	<ul style="list-style-type: none"> This property cannot be made fully disabled compliant due to design restraints above the ground floor. 					

16. MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT							
It is considered that there is:							
16.1	Compartmentation of a reasonable standard.	N/A		Yes		No	✓
	Is there reasonable limitation of linings that might promote fire spread?	N/A		Yes	✓	No	
	Do the exterior elevations appear satisfactory, and not constructed or cladded with combustible materials?	N/A		Yes	✓	No	
	Are the balconies present and absent of any materials or possessions that might promote the spread of fire?	N/A	✓	Yes		No	
	Were there notes include any mitigating circumstances that may have been taken to reduce the risk?	N/A	✓	Yes		No	
	Has the responsible person reviewed the notes on a regular basis and revised it if here have been any significant changes in the external walls.	N/A	✓	Yes		No	
16.2	Are fire dampers provided to protect means of escape against fire, smoke and combustion products in the early stages of a fire?	N/A	✓	Yes		No	
16.3	Comments and deficiencies observed: <ul style="list-style-type: none"> Unsealed compartment breaches were found in the electric cupboard where cables passed between floors. All exterior elevations were visually inspected and found to appear satisfactory. See images in section 26 and recommendations in the action plan.						

17. ESCAPE LIGHTING							
17.1	Does existing artificial primary lighting appear satisfactory?	N/A		Yes	✓	No	
17.2	Is there a reasonable standard of emergency escape lighting provided to current standard BS5266: part 1 2016?	N/A		Yes	✓	No	
17.3	Is emergency lighting maintained and tested according to BS 5266: part 8 2004?	N/A		Yes	✓	No	
17.4	Comments and deficiencies observed:						
	<ul style="list-style-type: none"> Internal lighting is provided throughout the common areas operated by timer buttons switches. The premises had sufficient non-maintained emergency lighting throughout, seen to be charging and in good condition. The emergency lighting is tested regularly by The Fire Guy. 						
18. FIRE SAFETY SIGNS AND NOTICES							
18.1	Reasonable standard of fire safety signs and notices?	N/A		Yes	✓	No	
18.2	Comments and deficiencies observed:						
	<ul style="list-style-type: none"> There was a fire action sign posted on the common way. 						

19. MEANS OF GIVING WARNING IN CASE OF FIRE							
19.1	Is there necessity for a means of raising the alarm in the common areas the event of fire for this property?	N/A		Yes	√	No	
19.2	Reasonable manually operated electrical Fire Alarm system provided?	N/A		Yes	√	No	
19.3	Automatic fire detection provided with extent of detection for the occupancy and fire risk?	N/A		Yes	√	No	
19.4	Remote transmission of alarm signals?	N/A	√	Yes		No	
19.5	Is the system serviced and tested to comply with BS5839 Part 1?	N/A		Yes	√	No	
	Contractor date of test:	The Fire Guy October 2023					
19.6	Is the system operating correctly?	N/A		Yes	√	No	
19.7	Comments and deficiencies observed:						
	<ul style="list-style-type: none"> The premises was fitted with a fire alarm system compliant with BS5839-6 category LD2 grade A. 						

20.	MANUAL FIRE EXTINGUISHING APPLIANCES & FIRE ENGINEERED SOLUTIONS						
20.1	Is there a provision of portable fire extinguishers?	N/A		Yes		No	√
20.2	Are fire extinguishers required?	N/A		Yes		No	√
	Does the premises have a fire suppression system?	N/A		Yes		No	√
20.4	Comments and deficiencies observed:						
<ul style="list-style-type: none"> • Providing first aid fire-fighting equipment (extinguishers) within common areas is poor practice. <p>See advice in the action plan.</p>							

MANAGEMENT OF FIRE SAFETY

21. PROCEDURES AND ARRANGEMENTS							
21.1	Fire safety is managed by:	The Freeholders					
21.2	Is there a Competent person(s) appointed to assist in undertaking relevant general fire precautions?	N/A		Yes	√	No	
	Have you co-ordinated your fire safety arrangements with other responsible people in the building?	N/A	√	Yes		No	
21.3	Comments:						
	<ul style="list-style-type: none"> The Landlord or representative managing agent is seen as the 'responsible person' by definition within the Regulatory Reform (Fire Safety) Order 2005. The property is sole occupied as residential accommodation only. 						
21.4	Appropriate fire procedures in place?	N/A		Yes	√	No	
	More specifically:						
	Have flat occupants been provided with fire safety advice.	N/A		Yes	√	No	
	Are there suitable arrangements to meet the Fire Service on arrival and provide information, including that relating to hazards to fire-fighters?	N/A	√	Yes		No	
	Are there suitable arrangements for ensuring that the premises have been evacuated?	N/A	√	Yes		No	
	Is there a suitable fire assembly point?	N/A	√	Yes		No	
	Are there adequate procedures for evacuation of any disabled people who are likely to be present?	N/A	√	Yes		No	
21.5	Comments:						
	<ul style="list-style-type: none"> Documents regarding guidance for emergency action planning should be provided for all residents by the management. <p>See advice in the action plan.</p>						

22.	RECORDS						
22.1	Appropriate records of:						
	Means of escape checks?	N/A		Yes	√	No	
	Fire Alarm tests?	N/A		Yes	√	No	
	Emergency escape lighting tests?	N/A		Yes	√	No	
	Maintenance and testing of other fire protection systems?	N/A	√	Yes		No	
22.2	Comments:						
	<ul style="list-style-type: none"> All records were held digitally by the landlord. 						
23.	FIRE FIGHTER SAFETY & ENVIRONMENTAL PROTECTION						
23.1	Are the following provisions satisfactory to aid the fire service:						
23.2	Is access for fire appliances satisfactory?	N/A		Yes	√	No	
23.3	Is access for firefighting satisfactory?	N/A		Yes	√	No	
23.4	Are water supplies adequate for this property?	N/A		Yes	√	No	
23.5	Are there any issues which might affect the environment in the event of fire?	N/A		Yes		No	√
23.6	Are there any issues which may affect fire fighter safety at this property?	N/A		Yes	√	No	
23.7	Is there adequate protection between buildings?	N/A		Yes	√	No	
23.2	Comments:						
	<ul style="list-style-type: none"> Access for fire appliances and fire-fighting is from the east side of this property from the public highway. The nearest fire hydrant was observed to be located within 80 metres. 						

24. FIRE RISK ASSESSMENT MATRIX

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800:

Potential consequences of fire → Likelihood of fire ↓	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Taking into account the fire prevention measures observed at the time of this Risk Assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low **Medium** **High**

In this context, a definition of the above terms is as follows:

Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Taking into account the nature of the building and the occupants, as well as the fire protection and procedural arrangements observed at the time of this Fire Risk Assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight harm **Moderate harm** **Extreme harm**

In this context, a definition of the above terms is as follows:

Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate harm: Outbreak of fire could foresee result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme harm: Significant potential for serious injury or death of one or more occupants.

A suitable risk based control plan should involve effort and urgency that is proportional to risk. The following is based on a plan advocated by BS 8800 for general health and safety risks:

Risk level	Action and timescale
Trivial	Minimal action is required that may involve little or no additional cost.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.
Moderate	It is necessary that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessments might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to the Fire Risk Assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The Fire Risk Assessment should be reviewed regularly).

25	Action Plan
-----------	--------------------

It is considered that the following recommendations should be implemented in order to reduce fire risk to, or maintain it at, the following level:

Trivial □ **Tolerable** □

Definition of priorities (where applicable):

1. Requires immediate attention – risk and/or hazard to life deemed high (including risk to fire fighters). **Immediate**
2. Requires attention as soon as practically possible. **1-3 Months**
3. Recommendation to Responsible Person to consider further prevention or protection measures to low risk items. However, all recommendations in action plan should be implemented as per the Fire Safety Order 2005. **6 Months**

Advice. Good practice





Action Point	Priority	Action	Date
<p>1. Management and Assessment Document.</p> <p>21.5. A Fire Risk Assessment has now been carried out. The significant findings should be addressed within the timescales indicated in the report. The Assessment should be revised, as appropriate, i.e. if situations within the premises change. A copy of the Fire Risk Assessment should be available for inspection at all times by the local enforcing authority, as and when required.</p>	1		
<p>2. Electric Protection</p> <p>7.3 It is good practice to provide any boiler & electrical intake/consumer units or distribution on escape routes in an enclosure constructed of 30 minute fire resisting material, including intumescent and cold smoke seals to any openings. In the event of overload, malfunction or breakdown causing a fire has the potential of affecting the whole premises. The facilities should be signed 'keep shut'</p>	2		
<p>3. Smoke Free Legislation</p> <p>8.3 This is a property required to comply with 'smoke free' legislation.</p> <p>It is a legal requirement under 'Smoke Free' Regulations 2007 and section 6(1) of the Health Act 2006 for any premises which has employees, common or public shared areas to display 'no smoking' notice at the front entrance of the premises. It must;</p> <ul style="list-style-type: none"> • be a minimum size of 230mm by 160mm; • display the international "no smoking" symbol, consisting of a graphic representation of a burning cigarette enclosed in a red rimmed white circle with a red bar across it, at least 85mm in diameter. 	3		
<p>4. Arson Protection</p> <p>9.3 Unfortunately, any building must be seen as under threat of the possibility of an arson attack.</p> <p>One of the most common forms of an arson attack is to push burning material, or pour flammable liquid through the letter slot of the building. This can be countered by providing a sheet metal or treated fabric container to catch any incendiary material, or proprietary devices are available, which intumescently seal or incorporate a fire extinguisher that operates automatically in the event of a fire occurring in the container.</p>	Advice		

Action Point	Priority	Action	Date
<p>5. Fire Doors</p> <p>15.2 To avoid any confusion regarding what is expected of a fire door set. The following paragraph explains all the attributes to fulfil the standards required by test criteria prescribed in British Standard 8214:2008 regarding fire doors as non-load bearing elements of construction to protect escape routes.</p> <p>FD30s doors are generally soft wood and must be minimum 44-45mm thick. Doors which protect an escape route are required to be fitted with approved cold smoke seals and intumescent strips to the top and both edges of the door or frame in order to prevent the passage of products of combustion. The fitted cold smoke seals must be touching between the frame and door edges or within 3mm to create the necessary seal in the closed position. Three hinges to a minimum class 11 BSEN 1935:2002 are required to protect and distribute the strain, as the weight of a fire door can cause warping to the existing frame or the door. Doors should close fully freely, flush onto stops aided by a proprietary self-closing device. Door closers to BSEN 1154: 2003 (not Perko chain or Gibraltar bar closers do not meet the required standard)</p> <p>Door stops should be a glued and screwed to the door frame. It is recommended that fire doors are checked, fitted or modified by a competent contractor who should ensure that all of them reach the current level of fire protection as outlined by British Standard 476 part 22.</p> <p>Nb: cupboard or store doors do not require self-closing devices.</p>	1		
<p>6. External Escape Dangerous</p> <p>15.4 The external escape should be made out of bounds taped with red and white tape and signed as a dangerous structure. The external steps and platforms are rusted and in poor condition.</p> <p>External steel staircases, ladders, walkways, balconies and gangways which form part of the means of escape from the premises, should be examined by a competent person at appropriate intervals as recommended in the current British Standard BS 8210 <i>Guide To Facilities Management In Buildings</i>. Generally tests are 3 yearly and provided with a certificate that the structure is safe and in a satisfactory condition.</p> <p>Normally, if the structure is considered beyond repair then a process of removal will need to be implemented including planning and building control applications. This assessment would then require immediate review. Immediate action is required.</p>	1		

Action Point	Priority	Action	Date
<p>7. Unsealed Compartment Breaches 16.2 In order to provide the necessary fire protecting compartmentation, it is recommended that any pipe or cable services which are taken through floors, walls and other structural elements must be provided with 30 minute fire resistant barrier and adequately smoke and fire stopped. Small breaches up to 25mm can be sealed with a proprietary intumescent sealer (not cavity foam). Larger holes will need to be structurally reinforced and overboarded. The overboarded stair soffit must have all the joints sealed with intumescent mastic including where the boards meet the walls.</p>	2		
<p>8. Fire Extinguishers 20.3 To answer the inevitable question "Why no extinguishers in common areas?" All Fire & Rescue Services subscribe to the policy that there is no one trained to use them, the means of escape should be sterile and anyone escaping a building with a fire should not be considering fighting it. More importantly a resident once leaving a premises with a fire should under no circumstances collect an extinguisher and return.</p>	Advice		

Action Point	Priority	Action	Date
<p>9. Fire Regulations 2022 – Information for Flat Occupants</p> <p>21.5 It is very important to remember that if a fire breaks out, you must make sure that you can leave it safely. Do not wait until a fire happens, read these instructions and consider the best way for you and other guests to get out, in the event of fire. Plan your route out of the building.</p> <ul style="list-style-type: none"> • fire doors should be shut when not in use. • residents or their guests should not tamper with self-closing devices on fire doors • residents should report any fault with, or damage to, fire doors immediately to the Responsible Person • Shut all doors on to the means of escape before retiring to bed. • Do not store things in the cupboards where the gas and electricity meters are located. <p><u>If affected by fire;</u></p> <ul style="list-style-type: none"> • Leave the Building immediately; do not try to put out anything but the smallest fire. • Ensure that all occupants leave immediately and close all doors and windows where possible. • CALL THE FIRE AND RESCUE SERVICE. • Dial 999. • When the operator answers Ask for the Fire and Rescue Service. • Tell the Fire and Rescue Service operator your full address, where the fire is and if anyone is trapped in the building. • Do not replace the receiver until the fire service control operator has correctly repeated your address. <p>If the fire alarm activates, the cause should be investigated and if in any doubt call the Fire & Rescue Service. If no fire is apparent after examination of the fire alarm panel to determine which area is showing where activation has occurred and a throughout check throughout the building.</p> <p>DO NOT FOR ANY REASON RE-ENTER THE BUILDING IF THERE IS A FIRE!</p>	Advice		

26. Photographs.

1. Electrics unprotected	2. Letterbox unprotected	3. Rear escape poor condition
		
4. Rear escape neglected in poor condition, no emergency lighting	5. Unsealed compartment breaches	6. Fire alarm panel healthy, no smoke free sign
		

27. Flat Surveys.

	<p>The flats were inspected for the purpose of ensuring;</p> <ol style="list-style-type: none">1. Occupants can safely escape from their dwellings in the event of fire.2. The layouts of the flats including fire protection of the means of escape were compliant with current building regulations regarding means of escape.3. Occupants were not undertaking activities that may jeopardise the safety of the other building residents.4. Flats were not being used for storing large amounts of combustible materials.5. Occupants had not compromised the existing early warning of fire.
--	--

Flat 1

24.1	Are flat doors fire protected?	N/A	Yes		No	√
24.2	Does the property not have inner bedrooms?	N/A	Yes	√	No	
24.3	Are the kitchens correctly positioned and retain protecting doors?	N/A	Yes	√	No	
24.4	Does the flat have fire alarm systems compatible fire LACORs 2008 approved code of practice ?	N/A	Yes		No	√
24.6	Is the property generally tidy without a large fire loading?	N/A	Yes	√	No	
24.7	Were there an absence of activities being undertaken that could affect the fire safety of the other building occupants?	N/A	Yes	√	No	
24.8	Was there no evidence of the flat being used for another purpose other than a single private dwelling?	N/A	Yes	√	No	
24.9	Are the Fire Alarm systems acceptable?	N/A	Yes	√	No	

24.10 | Comments:

- The flat layout is a protected corridor which accesses all rooms – there are no inner rooms
- Housekeeping acceptable.
- Flat door survey provided in section 28.
- The flat has no independent fire alarm system.
- The kitchen/living door is nominally fire resistant (FD20 or close)

Flat 2



24.1	Are flat doors fire protected?	N/A	Yes		No	√
24.2	Does the property not have inner bedrooms?	N/A	Yes	√	No	
24.3	Are the kitchens correctly positioned and retain protecting doors?	N/A	Yes	√	No	
24.4	Does the flat have fire alarm systems compatible fire LACORs 2008 approved code of practice ?	N/A	Yes		No	√
24.6	Is the property generally tidy without a large fire loading?	N/A	Yes	√	No	
24.7	Were there an absence of activities being undertaken that could affect the fire safety of the other building occupants?	N/A	Yes	√	No	
24.8	Was there no evidence of the flat being used for another purpose other than a single private dwelling?	N/A	Yes	√	No	
24.9	Are the Fire Alarm systems acceptable?	N/A	Yes	√	No	

24.10 | Comments:

- The flat layout is a protected corridor which accesses all rooms – there are no inner rooms
- Housekeeping acceptable.
- Flat door survey provided in section 28.
- The flat has no independent fire alarm system.
- The kitchen/living door is nominally fire resistant (FD20 or close)

Flat 4



24.1	Are flat doors fire protected?	N/A		Yes		No	√
24.2	Does the property not have inner bedrooms?	N/A		Yes	√	No	
24.3	Are the kitchens correctly positioned and retain protecting doors?	N/A		Yes		No	√
24.4	Does the flat have fire alarm systems compatible fire LACORs 2008 approved code of practice ?	N/A		Yes		No	√
24.6	Is the property generally tidy without a large fire loading?	N/A		Yes	√	No	
24.7	Were there an absence of activities being undertaken that could affect the fire safety of the other building occupants?	N/A		Yes	√	No	
24.8	Was there no evidence of the flat being used for another purpose other than a single private dwelling?	N/A		Yes	√	No	
24.9	Are the Fire Alarm systems acceptable?	N/A		Yes	√	No	

24.10	Comments:						
	<ul style="list-style-type: none"> • The flat layout is a protected corridor which accesses all rooms – there are no inner rooms • Housekeeping acceptable. • Flat door survey provided in section 28. • The flat has no independent fire alarm system. • The kitchen/living door is nominally fire resistant (FD20 or close) 						

Flat 5



24.1	Are flat doors fire protected?	N/A	Yes		No	√
24.2	Does the property not have inner bedrooms?	N/A	Yes	√	No	
24.3	Are the kitchens correctly positioned and retain protecting doors?	N/A	Yes		No	√
24.4	Does the flat have fire alarm systems compatible fire LACORs 2008 approved code of practice ?	N/A	Yes		No	√
24.6	Is the property generally tidy without a large fire loading?	N/A	Yes	√	No	
24.7	Were there an absence of activities being undertaken that could affect the fire safety of the other building occupants?	N/A	Yes	√	No	
24.8	Was there no evidence of the flat being used for another purpose other than a single private dwelling?	N/A	Yes	√	No	
24.9	Are the Fire Alarm systems acceptable?	N/A	Yes	√	No	

24.10	Comments:					
	<ul style="list-style-type: none"> • The flat layout is a protected corridor which accesses all rooms – there are no inner rooms • Housekeeping acceptable. • Flat door survey provided in section 28. • The flat has no independent fire alarm system. • The kitchen/living door is nominally fire resistant (FD20 or close) 					

28. Door Surveys.



1. IDENTIFICATION	YES	NO	N/A	Comments	Standard notes
Has the door got a label or plug to identify it as a fire door?		✓		No evidence	Manufacturers provide test evidence of the door standard, these are usually colour coded core inserts or branded logos
Can it be confirmed that the door has been certificated as a fire door?		✓			Certified fire doors have a manufacturers information strip adhered to the side or top of the door when new.
Has the door been substantially constructed to withstand the effects of a fire?	✓			Single leaf panelled and glazed door, likely to be FD30 standard	
2. DOOR LEAF	YES	NO	N/A	Comments	Standard notes
Is the thickness of the door within expected dimensions?	✓			44mm	
Does the door leaf fit flush to the door stop/rebate?	✓				The door face must touch or be within 3mm of the rebate around both sides and the top
If the door is veneered or lipped, is the glue still holding these products firmly in place?	✓			Door edges are hard wood painted	Most modern doors have a hardwood edge moulded onto the leaf
Is the door free from damage including dents, and holes?	✓				

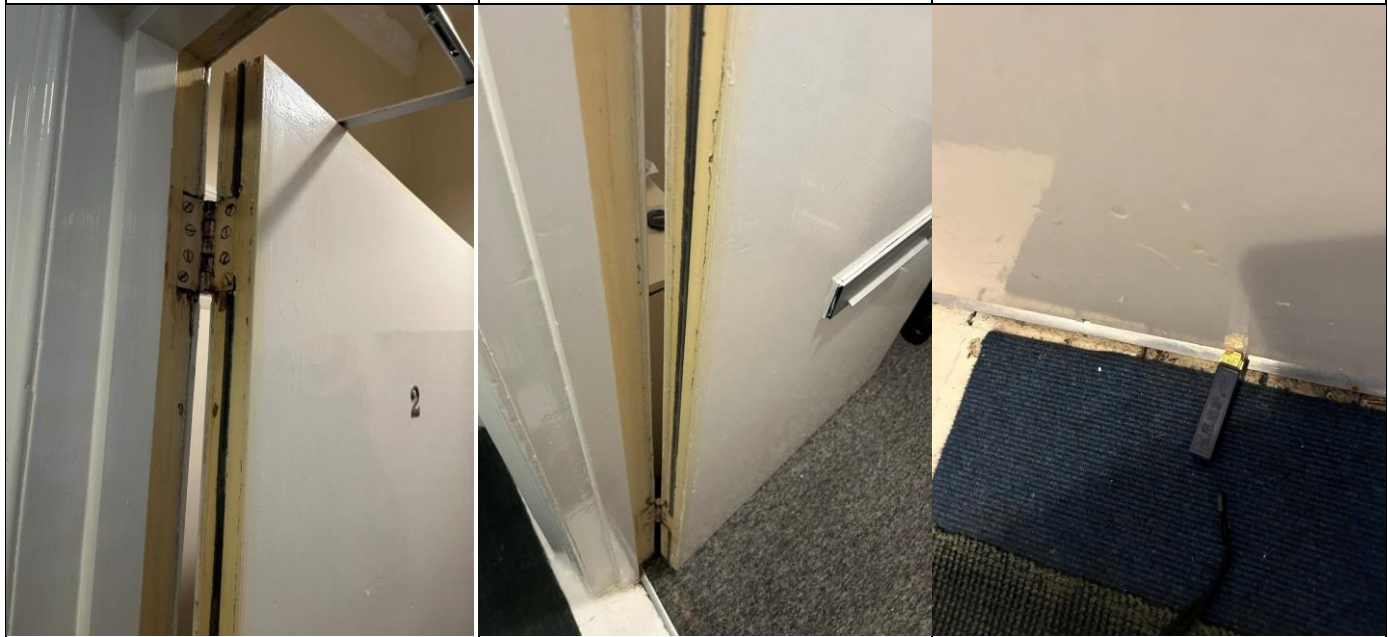
3. DOOR FRAME	YES	NO	N/A	Comments	Standard notes
Is the door frame firmly attached to the wall?	✓				FD30 door frames must be ≥ 30mm wide. Can be the weak part of a door set – good frame fastenings to the existing wall structure are important
If a planted door stop is present, is it firmly attached?	✓				Most doors have stops unless the swing is further than 90°
Are the rebates ≥12mm	✓				Rebates/door stops must be ≥ 12mm width
Is the frame free from damage including dents, and holes?	✓				
FD4. INTUMESCENT & SMOKE SEALS	YES	NO	N/A	Comments	Standard notes
Are intumescent and cold smoke seals in place?	✓				Unless purpose provided for non-timber door-sets, strips are dual purpose 10mm wide for FD30s doors
Are the seals correctly attached to frame or door leaf and continuous top and sides?	✓				These may be routed into the door edges or frames.
Are the seals free from damage and paint?	✓				Painters must be briefed not to paint over strips, they can be removed and replaced if necessary
If you have a brush or fin type seal, is it free from damage or breakage?	✓				Rubber fin type cold smoke seals are prone to splitting
D5. HINGES	YES	NO	N/A	Comments	Standard notes
Is there a minimum of 3 hinges with all the screws fitted?		✓		Two hinges only.	All fire doors, unless pivoted top and bottom, should be fitted with three hinge Hinges must be steel not brass with the relevant British Standard kitemarks
Are the hinges rated to BS 1935 (grade 11)?		✓		Hinges not suitably fire resistant.	All screws must be posi or phillips drive not flat heads tapered type
Are all the screws the correct size?	✓				Weeping hinges will show wear
Are the hinges free of damage, metal fragments and oil leakage?	✓				Old method of packing hinges with cardboard not acceptable
Are the hinges free from combustible packing?	✓				

D6. DOOR CLOSING DEVICE	YES	NO	N/A	Comments	Standard notes
Is the door closer rated to BS1154 Power level 3?		✓		Perko chain self-closers do not conform to British Standards.	Generally overhead type. Some internal hydraulic ram types conform but are very expensive and not suitable for many doors
Does the door self-close and engage with the latch from any angle?			✓		Doors should be able to swing to close from 3 different angles when tested
Is the closer securely attached to the door and frame?			✓		
Is the closer free from damage and not leaking?			✓		
If unlatched, does the closer hold the door in line with the frame and intumescent seal?			✓		Normally only fitted on access to hotel or restaurant kitchens
Does the closer shut the door flush to rebate?	✓				
D7. HOLD OPEN DEVICES	YES	NO	N/A	COMMENTS	Standard notes
If a hold open device is used, is it appropriately released?	✓				
Does the hold open device release the door when required?	✓				
Is the hold open device in good condition and securely affixed?	✓				
D8. PANIC BARS / PUSH PADS	YES	NO	N/A	Comments	Standard notes
Do the panic bars conform to current regulations?	✓				
Does the device hold the door firmly in place without rattling?	✓				
Does the door open and close easily and securely?	✓				
Is the egress device in good condition and securely affixed?	✓				
Does the door have any other locking devices fitted?	✓				

D9. LOCK & LATCH	YES	NO	N/A	Comments	Standard notes
Does the latch hold the door firmly in place without rattling?	✓				Normally standard mortice or rim latch types
If on an escape route can the door be opened without the use of a key code or card?	✓				Thumb turn locks only type that are normally acceptable
Is the lock suitable + CE marked or rated to BS12209?	✓				Old locks may be ok but will not have these code of practice markings
Is the lock well fitted and free from excessive gaps surrounding the installation?	✓				Often fitting a different type of concealed mortice lock, will require a new door
Is the lock fitted with intumescent seals or fillers?			✓		Difficult to locate or identify
D10. GLAZING & GLASS	YES	NO	N/A	Comments	Standard notes
Is the glass in the door fire resistant?	✓			Georgian wired glazing suitable	
Is the intumescent seal continuous and adhered to both glass and bead?			✓		
Are the glazing beads well attached to the frame and free from damage?			✓		
Is the glass free from damage and cracking?	✓				
If required, is the vision panel free from obstruction?			✓		
If the glass has been replaced / retrospectively installed, is it fire rated glass?			✓		
If glazing panels are below 1500 mm from the top of door, is the glass safety glass?			✓		
D11. THRESHOLD GAP	YES	NO	N/A	Comments	Standard notes
Is there a consistent gap that allows the door to swing without touching floor covering?	✓				Old buildings - where subsidence or floor movement has occurred are unlikely to be level
Is the frame to door leaf gap consistently 2-4 mm?		✓		The door may require adjustment where gaps exceed this	The door may require adjustment where gaps exceed this over time over time
Is the gap consistently less than 10 mm or less when the door is closed?	✓				
If fitted, does the drop threshold seal make contact with the floor when the door is closed?			✓		

D12. DOOR FURNITURE	YES	NO	N/A	Comments	Standard notes
Are the handles rated to BS1906 or of suitable construction to reduce conducted heat?	✓				Where there is an old door it is unlikely to be BS kite marked
Are the handles and roses well-fitting and in good condition?	✓				
If fitted, is the letter box capable of withstanding the effects of a fire?		✓		Letterbox unprotected	
If fitted, are viewing devices fire rated?			✓		
Does the door have the correct signage fitted?			✓		Not normally required for flat access doors
Conclusion					
<p>To be a fully FD30s standard door it requires; Three hinges to BS 1935 Class C minimum grade 11 Self-closer to BS1154 Power level 3. Adjustments may be necessary for gaps between the leaf and frame. Install intumescent letterbox protector.</p>					

DOOR LOCATION: Flat 2	INSPECTOR: Sam Townsend	DATE: 3.1.23
---------------------------------	-----------------------------------	---------------------



1. IDENTIFICATION	YES	NO	N/A	Comments	Standard notes
Has the door got a label or plug to identify it as a fire door?		✓		No evidence	Manufacturers provide test evidence of the door standard, these are usually colour coded core inserts or branded logos
Can it be confirmed that the door has been certificated as a fire door?		✓			Certified fire doors have a manufacturers information strip adhered to the side or top of the door when new.
Has the door been substantially constructed to withstand the effects of a fire?	✓			Single leaf flush door, substantial – close to FD60 standard	
2. DOOR LEAF	YES	NO	N/A	Comments	Standard notes
Is the thickness of the door within expected dimensions?	✓			54mm	
Does the door leaf fit flush to the door stop/rebate?	✓				The door face must touch or be within 3mm of the rebate around both sides and the top
If the door is veneered or lipped, is the glue still holding these products firmly in place?	✓			Door edges are hard wood painted	Most modern doors have a hardwood edge moulded onto the leaf
Is the door free from damage including dents, and holes?	✓				

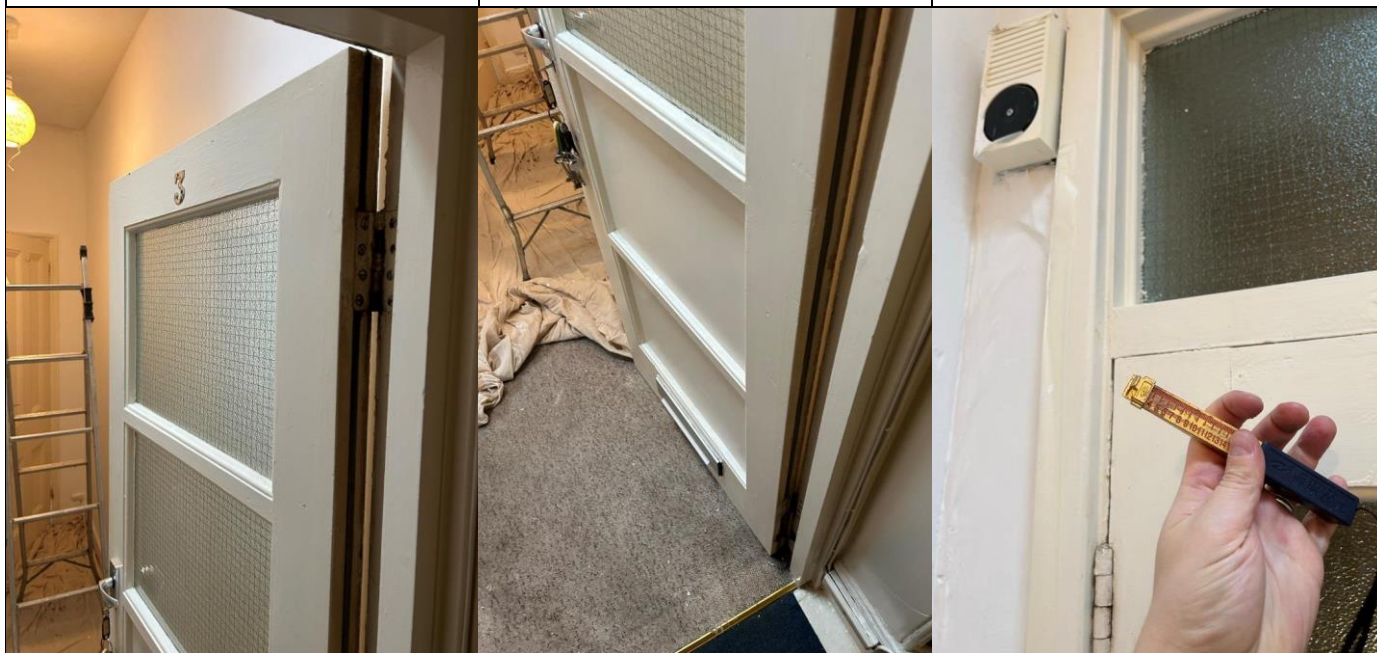
3. DOOR FRAME	YES	NO	N/A	Comments	Standard notes
Is the door frame firmly attached to the wall?	✓				FD30 door frames must be ≥ 30mm wide. Can be the weak part of a door set – good frame fastenings to the existing wall structure are important
If a planted door stop is present, is it firmly attached?	✓				Most doors have stops unless the swing is further than 90°
Are the rebates ≥12mm	✓				Rebates/door stops must be ≥ 12mm width
Is the frame free from damage including dents, and holes?	✓				
FD4. INTUMESCENT & SMOKE SEALS	YES	NO	N/A	Comments	Standard notes
Are intumescent and cold smoke seals in place?	✓				Unless purpose provided for non-timber door-sets, strips are dual purpose 10mm wide for FD30s doors
Are the seals correctly attached to frame or door leaf and continuous top and sides?	✓				These may be routed into the door edges or frames.
Are the seals free from damage and paint?	✓				Painters must be briefed not to paint over strips, they can be removed and replaced if necessary
If you have a brush or fin type seal, is it free from damage or breakage?	✓				Rubber fin type cold smoke seals are prone to splitting
D5. HINGES	YES	NO	N/A	Comments	Standard notes
Is there a minimum of 3 hinges with all the screws fitted?		✓		Two hinges only.	All fire doors, unless pivoted top and bottom, should be fitted with three hinge Hinges must be steel not brass with the relevant British Standard kitemarks
Are the hinges rated to BS 1935 (grade 11)?		✓		Hinges not suitably fire resistant.	All screws must be posi or phillips drive not flat heads tapered type
Are all the screws the correct size?	✓				Weeping hinges will show wear
Are the hinges free of damage, metal fragments and oil leakage?	✓				Old method of packing hinges with cardboard not acceptable
Are the hinges free from combustible packing?	✓				

D6. DOOR CLOSING DEVICE	YES	NO	N/A	Comments	Standard notes
Is the door closer rated to BS1154 Power level 3?	✓				Generally overhead type. Some internal hydraulic ram types conform but are very expensive and not suitable for many doors
Does the door self-close and engage with the latch from any angle?	✓				Doors should be able to swing to close from 3 different angles when tested
Is the closer securely attached to the door and frame?	✓				
Is the closer free from damage and not leaking?	✓				
If unlatched, does the closer hold the door in line with the frame and intumescent seal?	✓				Normally only fitted on access to hotel or restaurant kitchens
Does the closer shut the door flush to rebate?	✓				
D7. HOLD OPEN DEVICES	YES	NO	N/A	COMMENTS	Standard notes
If a hold open device is used, is it appropriately released?	✓				
Does the hold open device release the door when required?	✓				
Is the hold open device in good condition and securely affixed?	✓				
D8. PANIC BARS / PUSH PADS	YES	NO	N/A	Comments	Standard notes
Do the panic bars conform to current regulations?	✓				
Does the device hold the door firmly in place without rattling?	✓				
Does the door open and close easily and securely?	✓				
Is the egress device in good condition and securely affixed?	✓				
Does the door have any other locking devices fitted?	✓				

D9. LOCK & LATCH	YES	NO	N/A	Comments	Standard notes
Does the latch hold the door firmly in place without rattling?	✓				Normally standard mortice or rim latch types
If on an escape route can the door be opened without the use of a key code or card?	✓				Thumb turn locks only type that are normally acceptable
Is the lock suitable + CE marked or rated to BS12209?	✓				Old locks may be ok but will not have these code of practice markings
Is the lock well fitted and free from excessive gaps surrounding the installation?	✓				Often fitting a different type of concealed mortice lock, will require a new door
Is the lock fitted with intumescent seals or fillers?			✓		Difficult to locate or identify
D10. GLAZING & GLASS	YES	NO	N/A	Comments	Standard notes
Is the glass in the door fire resistant?			✓		
Is the intumescent seal continuous and adhered to both glass and bead?			✓		
Are the glazing beads well attached to the frame and free from damage?			✓		
Is the glass free from damage and cracking?			✓		
If required, is the vision panel free from obstruction?			✓		
If the glass has been replaced / retrospectively installed, is it fire rated glass?			✓		
If glazing panels are below 1500 mm from the top of door, is the glass safety glass?			✓		
D11. THRESHOLD GAP	YES	NO	N/A	Comments	Standard notes
Is there a consistent gap that allows the door to swing without touching floor covering?	✓				Old buildings - where subsidence or floor movement has occurred are unlikely to be level
Is the frame to door leaf gap consistently 2-4 mm?		✓		The door may require adjustment where gaps exceed this	The door may require adjustment where gaps exceed this over time over time
Is the gap consistently less than 10 mm or less when the door is closed?		✓		The gap beneath the door is >15mm	
If fitted, does the drop threshold seal make contact with the floor when the door is closed?			✓		

D12. DOOR FURNITURE	YES	NO	N/A	Comments	Standard notes
Are the handles rated to BS1906 or of suitable construction to reduce conducted heat?	✓				Where there is an old door it is unlikely to be BS kite marked
Are the handles and roses well-fitting and in good condition?	✓				
If fitted, is the letter box capable of withstanding the effects of a fire?		✓		Letterbox unprotected	
If fitted, are viewing devices fire rated?			✓		
Does the door have the correct signage fitted?			✓		Not normally required for flat access doors
Conclusion					
<p>To be a fully FD30s standard door it requires; Three hinges to BS 1935 Class C minimum grade 11 Adjustments may be necessary for gaps between the leaf and frame. Install fillet of wood/drop threshold device to seal the gap beneath the door. Install intumescent letterbox protector.</p>					

DOOR LOCATION: Flat 3	INSPECTOR: Sam Townsend	DATE: 3.1.23
---------------------------------	-----------------------------------	---------------------



1. IDENTIFICATION	YES	NO	N/A	Comments	Standard notes
Has the door got a label or plug to identify it as a fire door?		✓		No evidence	Manufacturers provide test evidence of the door standard, these are usually colour coded core inserts or branded logos
Can it be confirmed that the door has been certificated as a fire door?		✓			Certified fire doors have a manufacturers information strip adhered to the side or top of the door when new.
Has the door been substantially constructed to withstand the effects of a fire?	✓			Single leaf panelled and glazed door, not likely to be FD30 standard due to panel standards	
2. DOOR LEAF	YES	NO	N/A	Comments	Standard notes
Is the thickness of the door within expected dimensions?	✓			44mm	
Does the door leaf fit flush to the door stop/rebate?	✓				The door face must touch or be within 3mm of the rebate around both sides and the top
If the door is veneered or lipped, is the glue still holding these products firmly in place?	✓			Door edges are hard wood painted	Most modern doors have a hardwood edge moulded onto the leaf
Is the door free from damage including dents, and holes?	✓				

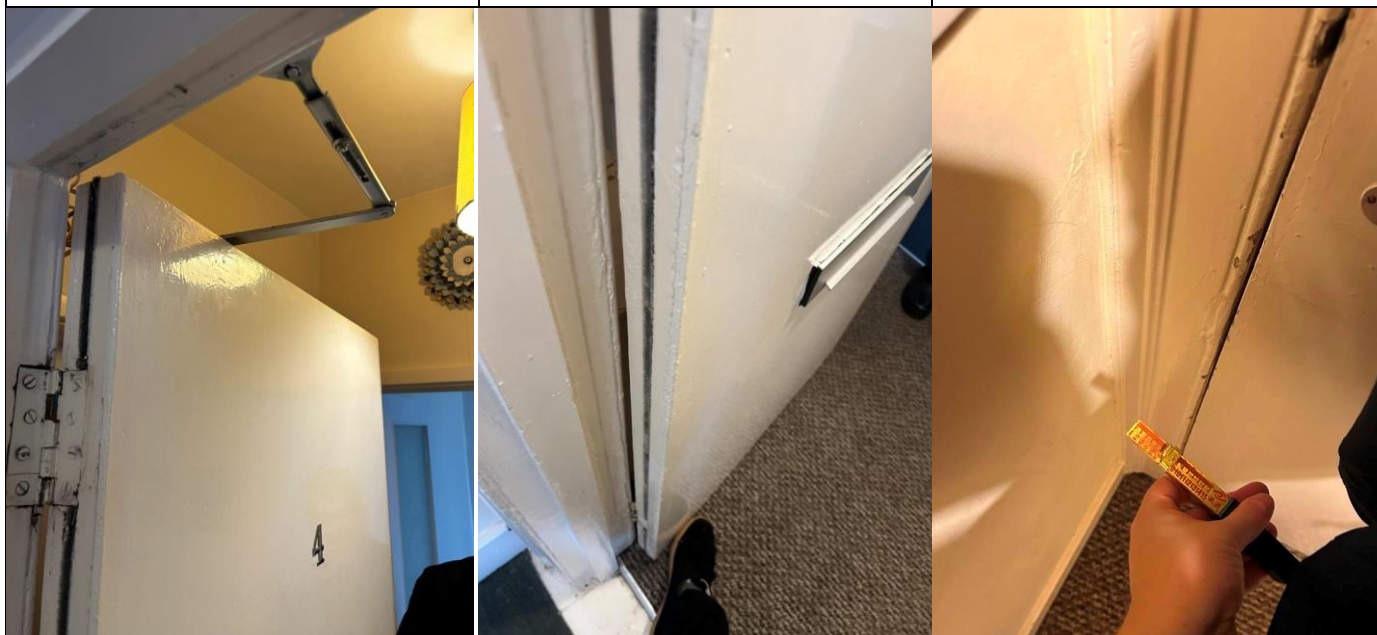
3. DOOR FRAME	YES	NO	N/A	Comments	Standard notes
Is the door frame firmly attached to the wall?	✓				FD30 door frames must be ≥ 30mm wide. Can be the weak part of a door set – good frame fastenings to the existing wall structure are important
If a planted door stop is present, is it firmly attached?	✓				Most doors have stops unless the swing is further than 90°
Are the rebates ≥12mm	✓				Rebates/door stops must be ≥ 12mm width
Is the frame free from damage including dents, and holes?	✓				
FD4. INTUMESCENT & SMOKE SEALS	YES	NO	N/A	Comments	Standard notes
Are intumescent and cold smoke seals in place?	✓				Timber door strips are dual purpose 10mm wide for FD30s doors
Are the seals correctly attached to frame or door leaf and continuous top and sides?	✓				These may be routed into the door edges or frames.
Are the seals free from damage and paint?	✓				Painters must be briefed not to paint over strips, they can be removed and replaced if necessary
If you have a brush or fin type seal, is it free from damage or breakage?	✓				Rubber fin type cold smoke seals are prone to splitting
D5. HINGES	YES	NO	N/A	Comments	Standard notes
Is there a minimum of 3 hinges with all the screws fitted?		✓		Two hinges only.	All fire doors, unless pivoted, should be fitted with three steel hinges BS kitemarks
Are the hinges rated to BS 1935 (grade 11)?		✓		Hinges not fire resistant.	All screws must be posi or phillips drive not flat heads
Are all the screws the correct size?	✓				
Are the hinges free of damage, metal fragments and oil leakage?		✓		Worn hinges	Weeping hinges will show wear
Are the hinges free from combustible packing?	✓				Old method of packing hinges with cardboard not acceptable

D6. DOOR CLOSING DEVICE	YES	NO	N/A	Comments	Standard notes
Is the door closer rated to BS1154 Power level 3?		✓		No self-closer	Generally overhead type. Some internal hydraulic ram types conform but are very expensive and not suitable for many doors
Does the door self-close and engage with the latch from any angle?			✓		Doors should be able to swing to close from 3 different angles when tested
Is the closer securely attached to the door and frame?			✓		
Is the closer free from damage and not leaking?			✓		
If unlatched, does the closer hold the door in line with the frame and intumescent seal?			✓		Normally only fitted on access to hotel or restaurant kitchens
Does the closer shut the door flush to rebate?	✓				
D7. HOLD OPEN DEVICES	YES	NO	N/A	COMMENTS	Standard notes
If a hold open device is used, is it appropriately released?	✓				
Does the hold open device release the door when required?	✓				
Is the hold open device in good condition and securely affixed?	✓				
D8. PANIC BARS / PUSH PADS	YES	NO	N/A	Comments	Standard notes
Do the panic bars conform to current regulations?	✓				
Does the device hold the door firmly in place without rattling?	✓				
Does the door open and close easily and securely?	✓				
Is the egress device in good condition and securely affixed?	✓				
Does the door have any other locking devices fitted?	✓				

D9. LOCK & LATCH	YES	NO	N/A	Comments	Standard notes
Does the latch hold the door firmly in place without rattling?	✓				Normally standard mortice or rim latch types
If on an escape route can the door be opened without the use of a key code or card?	✓				Thumb turn locks only type that are normally acceptable
Is the lock suitable + CE marked or rated to BS12209?	✓				Old locks may be ok but will not have these code of practice markings
Is the lock well fitted and free from excessive gaps surrounding the installation?	✓				Often fitting a different type of concealed mortice lock, will require a new door
Is the lock fitted with intumescent seals or fillers?			✓		Difficult to locate or identify
D10. GLAZING & GLASS	YES	NO	N/A	Comments	Standard notes
Is the glass in the door fire resistant?	✓			Georgian wired glazing suitable	
Is the intumescent seal continuous and adhered to both glass and bead?			✓		
Are the glazing beads well attached to the frame and free from damage?			✓		
Is the glass free from damage and cracking?	✓				
If required, is the vision panel free from obstruction?			✓		
If the glass has been replaced / retrospectively installed, is it fire rated glass?			✓		
If glazing panels are below 1500 mm from the top of door, is the glass safety glass?			✓		
D11. THRESHOLD GAP	YES	NO	N/A	Comments	Standard notes
Is there a consistent gap that allows the door to swing without touching floor covering?	✓				Old buildings - where subsidence or floor movement has occurred are unlikely to be level
Is the frame to door leaf gap consistently 2-4 mm?		✓		The door may require adjustment where gaps exceed this	The door may require adjustment where gaps exceed this over time over time
Is the gap consistently less than 10 mm or less when the door is closed?	✓				
If fitted, does the drop threshold seal make contact with the floor when the door is closed?			✓		

D12. DOOR FURNITURE	YES	NO	N/A	Comments	Standard notes
Are the handles rated to BS1906 or of suitable construction to reduce conducted heat?	✓				Where there is an old door it is unlikely to be BS kite marked
Are the handles and roses well-fitting and in good condition?	✓				
If fitted, is the letter box capable of withstanding the effects of a fire?		✓		Letterbox unprotected	
If fitted, are viewing devices fire rated?			✓		
Does the door have the correct signage fitted?			✓		Not normally required for flat access doors
Conclusion					
<p>To be a fully FD30s standard door it will likely necessitate a new leaf due to panel standard. Additionally, it requires;</p> <p>Three hinges to BS 1935 Class C minimum grade 11</p> <p>Self-closer to BS1154 Power level 3.</p> <p>Adjustments may be necessary for gaps between the leaf and frame.</p> <p>Install intumescent letterbox protector.</p>					

DOOR LOCATION: Flat 4	INSPECTOR: Sam Townsend	DATE: 3.1.23
---------------------------------	-----------------------------------	---------------------



1. IDENTIFICATION	YES	NO	N/A	Comments	Standard notes
Has the door got a label or plug to identify it as a fire door?		✓		No evidence	Manufacturers provide test evidence of the door standard, these are usually colour coded core inserts or branded logos
Can it be confirmed that the door has been certificated as a fire door?		✓			Certified fire doors have a manufacturers information strip adhered to the side or top of the door when new.
Has the door been substantially constructed to withstand the effects of a fire?	✓			Single leaf flush door, substantial – close to FD60 standard	
2. DOOR LEAF	YES	NO	N/A	Comments	Standard notes
Is the thickness of the door within expected dimensions?	✓			54mm	
Does the door leaf fit flush to door stop/rebate?	✓				The door face must touch or be within 3mm of the rebate around both sides and the top
If the door is veneered or lipped, is the glue still holding these products firmly in place?	✓			Door edges are hard wood painted	Most modern doors have a hardwood edge moulded onto the leaf
Is the door free from damage including dents, and holes?	✓				

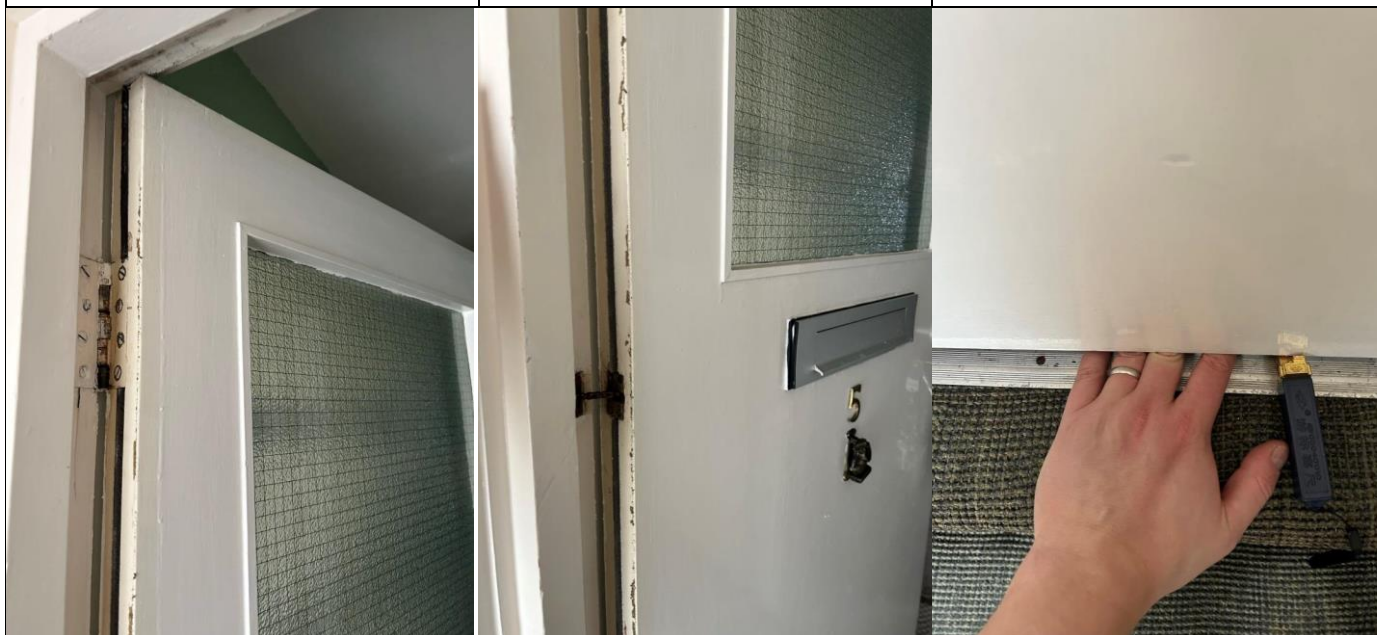
3. DOOR FRAME	YES	NO	N/A	Comments	Standard notes
Is the door frame firmly attached to the wall?	✓				FD30 door frames must be ≥ 30mm wide. Can be the weak part of a door set – good frame fastenings to the existing wall structure are important
If a planted door stop is present, is it firmly attached?	✓				Most doors have stops unless the swing is further than 90°
Are the rebates ≥12mm	✓				Rebates/door stops must be ≥ 12mm width
Is the frame free from damage including dents, and holes?	✓				
FD4. INTUMESCENT & SMOKE SEALS	YES	NO	N/A	Comments	Standard notes
Are intumescent and cold smoke seals in place?	✓				Unless purpose provided for non-timber door-sets, strips are dual purpose 10mm wide for FD30s doors
Are the seals correctly attached to frame or door leaf and continuous top and sides?	✓				These may be routed into the door edges or frames.
Are the seals free from damage and paint?	✓				Painters must be briefed not to paint over strips, they can be removed and replaced if necessary
If you have a brush or fin type seal, is it free from damage or breakage?	✓				Rubber fin type cold smoke seals are prone to splitting
D5. HINGES	YES	NO	N/A	Comments	Standard notes
Is there a minimum of 3 hinges with all the screws fitted?		✓		Two hinges only.	All fire doors, unless pivoted, should have three steel hinges m with the relevant BS kitemarks
Are the hinges rated to BS 1935 (grade 11)?		✓		Hinges worn and not suitably fire resistant.	All screws must be posi or phillips drive not flat heads tapered type
Are all the screws the correct size?	✓				Weeping hinges will show wear
Are the hinges free of damage, metal fragments and oil leakage?	✓				Old method of packing hinges with cardboard not acceptable
Are the hinges free from combustible packing?	✓				

D6. DOOR CLOSING DEVICE	YES	NO	N/A	Comments	Standard notes
Is the door closer rated to BS1154 Power level 3?	✓				Generally overhead type. Some internal hydraulic ram types conform but are very expensive and not suitable for many doors
Does the door self-close and engage with the latch from any angle?	✓				Doors should be able to swing to close from 3 different angles when tested
Is the closer securely attached to the door and frame?	✓				
Is the closer free from damage and not leaking?	✓				
If unlatched, does the closer hold the door in line with the frame and intumescent seal?	✓				Normally only fitted on access to hotel or restaurant kitchens
Does the closer shut the door flush to rebate?	✓				
D7. HOLD OPEN DEVICES	YES	NO	N/A	COMMENTS	Standard notes
If a hold open device is used, is it appropriately released?	✓				
Does the hold open device release the door when required?	✓				
Is the hold open device in good condition and securely affixed?	✓				
D8. PANIC BARS / PUSH PADS	YES	NO	N/A	Comments	Standard notes
Do the panic bars conform to current regulations?	✓				
Does the device hold the door firmly in place without rattling?	✓				
Does the door open and close easily and securely?	✓				
Is the egress device in good condition and securely affixed?	✓				
Does the door have any other locking devices fitted?	✓				

D9. LOCK & LATCH	YES	NO	N/A	Comments	Standard notes
Does the latch hold the door firmly in place without rattling?	✓				Normally standard mortice or rim latch types
If on an escape route can the door be opened without the use of a key code or card?	✓				Thumb turn locks only type that are normally acceptable
Is the lock suitable + CE marked or rated to BS12209?	✓				Old locks may be ok but will not have these code of practice markings
Is the lock well fitted and free from excessive gaps surrounding the installation?	✓				Often fitting a different type of concealed mortice lock, will require a new door
Is the lock fitted with intumescent seals or fillers?			✓		Difficult to locate or identify
D10. GLAZING & GLASS	YES	NO	N/A	Comments	Standard notes
Is the glass in the door fire resistant?			✓		
Is the intumescent seal continuous and adhered to both glass and bead?			✓		
Are the glazing beads well attached to the frame and free from damage?			✓		
Is the glass free from damage and cracking?			✓		
If required, is the vision panel free from obstruction?			✓		
If the glass has been replaced / retrospectively installed, is it fire rated glass?			✓		
If glazing panels are below 1500 mm from the top of door, is the glass safety glass?			✓		
D11. THRESHOLD GAP	YES	NO	N/A	Comments	Standard notes
Is there a consistent gap that allows the door to swing without touching floor covering?	✓				Old buildings - where subsidence or floor movement has occurred are unlikely to be level
Is the frame to door leaf gap consistently 2-4 mm?		✓		The door may require adjustment where gaps exceed this	The door may require adjustment where gaps exceed this over time over time
Is the gap consistently less than 10 mm or less when the door is closed?		✓		The gap beneath the door is >15mm	
If fitted, does the drop threshold seal make contact with the floor when the door is closed?			✓		

D12. DOOR FURNITURE	YES	NO	N/A	Comments	Standard notes
Are the handles rated to BS1906 or of suitable construction to reduce conducted heat?	✓				Where there is an old door it is unlikely to be BS kite marked
Are the handles and roses well-fitting and in good condition?	✓				
If fitted, is the letter box capable of withstanding the effects of a fire?		✓		Letterbox unprotected	
If fitted, are viewing devices fire rated?			✓		
Does the door have the correct signage fitted?			✓		Not normally required for flat access doors
Conclusion					
<p>To be a fully FD30s standard door it requires; Three hinges to BS 1935 Class C minimum grade 11 Adjustments may be necessary for gaps between the leaf and frame. Install fillet of wood/drop threshold device to seal the gap beneath the door. Install intumescent letterbox protector.</p>					

DOOR LOCATION: Flat 5	INSPECTOR: Sam Townsend	DATE: 3.1.23
---------------------------------	-----------------------------------	---------------------



1. IDENTIFICATION	YES	NO	N/A	Comments	Standard notes
Has the door got a label or plug to identify it as a fire door?		✓		No evidence	Manufacturers provide test evidence of the door standard, these are usually colour coded core inserts or branded logos
Can it be confirmed that the door has been certificated as a fire door?		✓			Certified fire doors have a manufacturers information strip adhered to the side or top of the door when new.
Has the door been substantially constructed to withstand the effects of a fire?	✓			Single leaf panelled and glazed door, likely to be FD30 standard	
2. DOOR LEAF	YES	NO	N/A	Comments	Standard notes
Is the thickness of the door within expected dimensions?	✓			44mm	
Does the door leaf fit flush to the door stop/rebate?	✓				The door face must touch or be within 3mm of the rebate around both sides and the top
If the door is veneered or lipped, is the glue still holding these products firmly in place?	✓			Door edges are hard wood painted	Most modern doors have a hardwood edge moulded onto the leaf
Is the door free from damage including dents, and holes?	✓				

3. DOOR FRAME	YES	NO	N/A	Comments	Standard notes
Is the door frame firmly attached to the wall?	✓				FD30 door frames must be ≥ 30mm wide. Can be the weak part of a door set – good frame fastenings to the existing wall structure are important
If a planted door stop is present, is it firmly attached?	✓				Most doors have stops unless the swing is further than 90°
Are the rebates ≥12mm	✓				Rebates/door stops must be ≥ 12mm width
Is the frame free from damage including dents, and holes?	✓				
FD4. INTUMESCENT & SMOKE SEALS	YES	NO	N/A	Comments	Standard notes
Are intumescent and cold smoke seals in place?	✓				Unless purpose provided for non-timber door-sets, strips are dual purpose 10mm wide for FD30s doors
Are the seals correctly attached to frame or door leaf and continuous top and sides?	✓				These may be routed into the door edges or frames.
Are the seals free from damage and paint?	✓				Painters must be briefed not to paint over strips, they can be removed and replaced if necessary
If you have a brush or fin type seal, is it free from damage or breakage?	✓				Rubber fin type cold smoke seals are prone to splitting
D5. HINGES	YES	NO	N/A	Comments	Standard notes
Is there a minimum of 3 hinges with all the screws fitted?		✓		Two hinges only.	All fire doors, unless pivoted top and bottom, should be fitted with three hinge Hinges must be steel not brass with the relevant British Standard kitemarks
Are the hinges rated to BS 1935 (grade 11)?		✓		Hinges not suitably fire resistant.	All screws must be posi or phillips drive not flat heads tapered type
Are all the screws the correct size?	✓				Weeping hinges will show wear
Are the hinges free of damage, metal fragments and oil leakage?	✓				Old method of packing hinges with cardboard not acceptable
Are the hinges free from combustible packing?	✓				

D6. DOOR CLOSING DEVICE	YES	NO	N/A	Comments	Standard notes
Is the door closer rated to BS1154 Power level 3?		✓		Perko chain self-closers do not conform to British Standards.	Generally overhead type. Some internal hydraulic ram types conform but are very expensive and not suitable for many doors
Does the door self-close and engage with the latch from any angle?			✓		Doors should be able to swing to close from 3 different angles when tested
Is the closer securely attached to the door and frame?			✓		
Is the closer free from damage and not leaking?			✓		
If unlatched, does the closer hold the door in line with the frame and intumescent seal?			✓		Normally only fitted on access to hotel or restaurant kitchens
Does the closer shut the door flush to rebate?	✓				
D7. HOLD OPEN DEVICES	YES	NO	N/A	COMMENTS	Standard notes
If a hold open device is used, is it appropriately released?	✓				
Does the hold open device release the door when required?	✓				
Is the hold open device in good condition and securely affixed?	✓				
D8. PANIC BARS / PUSH PADS	YES	NO	N/A	Comments	Standard notes
Do the panic bars conform to current regulations?	✓				
Does the device hold the door firmly in place without rattling?	✓				
Does the door open and close easily and securely?	✓				
Is the egress device in good condition and securely affixed?	✓				
Does the door have any other locking devices fitted?	✓				

D9. LOCK & LATCH	YES	NO	N/A	Comments	Standard notes
Does the latch hold the door firmly in place without rattling?	✓				Normally standard mortice or rim latch types
If on an escape route can the door be opened without the use of a key code or card?	✓				Thumb turn locks only type that are normally acceptable
Is the lock suitable + CE marked or rated to BS12209?	✓				Old locks may be ok but will not have these code of practice markings
Is the lock well fitted and free from excessive gaps surrounding the installation?	✓				Often fitting a different type of concealed mortice lock, will require a new door
Is the lock fitted with intumescent seals or fillers?			✓		Difficult to locate or identify
D10. GLAZING & GLASS	YES	NO	N/A	Comments	Standard notes
Is the glass in the door fire resistant?	✓			Georgian wired glazing suitable	
Is the intumescent seal continuous and adhered to both glass and bead?			✓		
Are the glazing beads well attached to the frame and free from damage?			✓		
Is the glass free from damage and cracking?	✓				
If required, is the vision panel free from obstruction?			✓		
If the glass has been replaced / retrospectively installed, is it fire rated glass?			✓		
If glazing panels are below 1500 mm from the top of door, is the glass safety glass?			✓		
D11. THRESHOLD GAP	YES	NO	N/A	Comments	Standard notes
Is there a consistent gap that allows the door to swing without touching floor covering?	✓				Old buildings - where subsidence or floor movement has occurred are unlikely to be level
Is the frame to door leaf gap consistently 2-4 mm?		✓		The door may require adjustment where gaps exceed this	The door may require adjustment where gaps exceed this over time over time
Is the gap consistently less than 10 mm or less when the door is closed?		✓		The gap beneath the door is >15mm	
If fitted, does the drop threshold seal make contact with the floor when the door is closed?			✓		

D12. DOOR FURNITURE	YES	NO	N/A	Comments	Standard notes
Are the handles rated to BS1906 or of suitable construction to reduce conducted heat?	✓				Where there is an old door it is unlikely to be BS kite marked
Are the handles and roses well-fitting and in good condition?	✓				
If fitted, is the letter box capable of withstanding the effects of a fire?		✓		Letterbox unprotected	
If fitted, are viewing devices fire rated?			✓		
Does the door have the correct signage fitted?			✓		Not normally required for flat access doors
Conclusion					
<p>To be a fully FD30s standard door it requires; Three hinges to BS 1935 Class C minimum grade 11 Self-closer to BS1154 Power level 3. Adjustments may be necessary for gaps between the leaf and frame. Install fillet of wood/drop threshold device to seal the gap beneath the door. Install intumescent letterbox protector.</p>					