

Fire Risk Assessment

Completed by Gary Edwards , 15th March 2022



MILLWOOD SERVICING LTD
Fire Safety and Electrical Engineering

Protecting life. Protecting business.

Sutton Business Centre



Sutton Business Park

Restmor Way
Sutton
Surrey
SM6 7AH

Fire Risk Assessment

Fire Safety Order 2005

Date of Risk Assessment: 15th March 2022

Site Type: Offices & Shops

Client: Sutton Business Centre

Site Address: Sutton Business Park
Restmor Way
Sutton
SM6 7AH

Assessor: Gary Edwards (TechIFSM, FC1, FC2,
FPA Complex Premises.)

Validator: Gary Edwards (TechIFSM, FC1, FC2,
FPA Complex Premises.)

Suggested Date for Review: 15th March 2023

The Responsible Person is detailed in section 1.1

The purpose of this report is to provide an assessment of the risk to life from fire in these premises and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk of property or business continuity from fire.

User Guide

This Fire Risk Assessment is written and produced in compliance with BAFE SP205 and assessed as being based on the Risk Rating set out in PAS 79 1 & 2 2020 Fire Risk Assessment Code of Practice.

This guide is to assist the reader in understanding how to use this document.

A fire risk assessment should be seen as the start of a process; the significant findings should form the basis for an action plan which will help to rectify any deficiencies found in this assessment.

The action plan should be reviewed to ensure items are dealt with within the timescales provided in the significant findings.

Once the items on the action plan have all been completed this document must then be reviewed annually by a competent person to ensure that it's contents are still correct and relevant to the site in question.

The fire risk assessment is broken down into the following parts:

1. General Information

Comments on the overall risk rating for the site and the findings.

2. Fire Protection Measures

Provides information regarding the site, it's activity, people and the "human risks" present during the survey.

3. Management of Fire Safety

Comments on the physical fire protection that the building is provided with.

4. Fire Risk Assessment Summary

Comments on the management policies and practises in place and their suitability.

5. Significant Findings and Action Plan

Details the issues found that need to be resolved and provides a timetable for each item. This should form the basis of your action plan.

Appendix A (Limitations)

This sets out the limitations of the report.

Appendix B (Conclusion)

The conclusions of the fire risk assessor have been reached by applying the guidance contained in PAS 79 1 and 2 2020 Fire Risk Assessment Code of Practice guidance and methodology together with various fire related British Standards, National Guidance and the LGA Guidance for Fire Safety in Purpose Built Blocks of Flats where applicable.

Fire Risk Assessment Summary

Likelihood of Fire Starting

The definition of this is defined as follows:

- LOW** Unusually low likelihood of a 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.
- HIGH** Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in the likelihood of fire.

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

MEDIUM

Consequences For Life Safety In The Event Of A Fire

The definition of this is defined as follows:

- LOW** Outbreak of fire unlikely to result in serious injury or death.
- MEDIUM** Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
- HIGH** Significant potential for serious injury or death of one or more occupants.

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

LOW

Accordingly it is considered that the risk to life from fire at these premises is:

TOLERABLE RISK

The risk rating of TOLERABLE has been reached.

Likelihood of Fire Starting	Consequences For Life Safety In The Event Of A Fire		
	LOW	MEDIUM	HIGH
LOW	TRIVIAL RISK	TOLERABLE RISK	MODERATE RISK
MEDIUM	TOLERABLE RISK	MODERATE RISK	SUBSTANTIAL RISK
HIGH	MODERATE RISK	SUBSTANTIAL RISK	INTOLERABLE RISK

Any defects, deficiencies or significant issues identified in this report should be actioned as soon as possible and within the recommended time frames. It is the client's responsibility to ensure that effective and permanent remedial actions are completed, and the fire risk assessor will not be required to follow up to ensure that they are completed unless specifically requested and agreed in writing with the client

General Information

1. Description of Building

1.1 Responsible Person / Duty Holder / Appropriate Person

Toni Wall and Matt Lawrie

1.2 Details of Previous Fire Risk Assessment

✓ YES

The fire risk assessment was completed on 01/03/21 by Gary Edwards (TechIFSM) on behalf of Millwood Servicing Limited.

1.3 General description of building

The industrial business park comprises of external areas and estate roads with internal common areas as follows, which are within the scope of this assessment:

Unit 1 – ground floor shared internal common access/egress route.

Unit 2 – shared access to service intake and storeroom on ground floor, common stairwell, kitchens, WC and access routes serving self-contained commercial units on the first and second floors.

Gas boiler access via cupboard part of unit 4.

1.4 Number of Floors

3

1.5 Number of Flats

0

1.6 Brief detail of construction

Internal walls are a mix of brick block with some wooden stud partitioning and concrete flooring.

1.7 Brief description of external facade

The exterior of the property appears to be comprised of a mix of brick block, metal frames and steel cladding

See Appendix A 9

1.8 Fire safety guidance relating to this type of property

- Fire Safety Risk Assessment Offices & Shops (DCLG)

1.9 Contemporaneous Notes

The assessor confirms that they have gained access to all areas of the premises under the scope of this risk assessment.

2. The Occupants

2.1 Total maximum number

c80

2.2 Approximate number of employees at any one time

c70 Tenants

2.3 Maximum number of members of the public at any one time

c10 visitors

2.4 Associated time/hours of occupation

24/7 access

2.5 Occupancy lower than that prescribed in relevant guidance

Yes

3. Occupants Especially at Risk from Fire

3.1 Sleeping occupants

0

3.2 Disabled occupants

Not known

3.3 Other disabled occupants

NA

3.4 Occupants in lone areas and lone workers

NA

3.5 Young persons employed

0

3.6 Others

NA

3.7 Occupancy profile

- Members of staff who are awake and aware of the premises layout.
- Members of public who are awake but may be unaware of the premises layout.

4. Fire Hazards From Work Process That Warrant Consideration and May Have An Impact On The General Fire Precautions

4.1 Have fire hazards from work processes that warrant consideration and may have an impact on the general fire precautions been avoided?

YES

There are no hazards above and beyond those expected for this type of property.

5. Fire Loss Experience

5.1 Fire loss experience

No recent fires were highlighted to the assessor.

5.2 Other relevant information

None

5.3 References

None

6. Relevant Fire Safety Legislation

6.1 The following fire safety legislation applies to these premises:

- Fire Safety Order 2005

6.2 The above legislation is enforced by:

Local Fire & Rescue Authority.

6.3 Other legislation that makes significant requirements for fire precautions in these premises (other than the Building Regulations 2010 and any relevant Local Act):

- Health & Safety at work Act 1974

6.4 The other legislation referred to above is enforced by:

- Health & Safety at work Act 1974 is enforced by the Local Authority & the Health and Safety Executive

6.5 There are no alteration notices in force?

✓ YES

6.6 Relevant information and deficiencies observed:

Alteration notices were not highlighted to the assessor.

7. Electrical Sources of Ignition

7.1 Is the fixed electrical wiring test in date?

✓ YES

The electrical fixed wiring test was completed by a competent electrical installer and the C1 & C2 issues have been resolved.

7.2 Is there good management of trailing leads and extension points and are square plug adaptors not in use?

✓ YES

There is good management of trailing leads and extension points, there are no trailing leads that could be caught or trapped, extension leads are all plugged directly into a wall socket and not plugged into one another leading to overloading, and there are no square plug adaptors being used.

7.3 Is there a testing and inspection regime for portable electrical appliances?

N/A

There are no portable electrical appliances within the property that are owned and controlled by the landlord.

7.4 Are there suitable facilities for charging mobility scooters which is away from protected escape routes, behind a fire door with smoke detection and does not pose a hazard?

N/A

There were no facilities for the charging of electrical scooters within the building.

8. Smoking

8.1 Are there reasonable measures taken to prevent fires as a result of smoking?

✓ YES

Smoking is prohibited within the premises, the policy appeared to be observed at the time of this assessment with no evidence of illicit smoking taking place.

9. Arson

9.1 Does basic security against arson by outsiders appear reasonable?

✓ YES

The site has reasonable security around the perimeter to deter arsonists.

See Appendix A 2

9.2 Is there an absence of unnecessary fire load near the premises or available for ignition by outsiders?

✓ YES

There are no readily combustible materials stored close to the building and refuse bins are kept away from the exterior.

10. Portable Heater and Heating Installations

10.1 Is the use of portable heaters avoided as far as practicable?

✓ YES

The site is heated via gas, the boiler is located in an external building at the entrance to the park.

10.2 Are wall-mounted electrical heaters in use?

N/A

There are no wall-mounted electrical heaters in use.

10.3 Where radiant bar fires or lpg appliances cannot be avoided, are suitable measures taken to minimise the hazard of ignition of combustible materials?

N/A

These portable heaters are not in use.

10.4 Are fixed heating installations subject to regular maintenance? ✔ YES

The heating system is subject to maintenance in line with the manufacturer's requirements and gas appliances are subject to a Gas Safe inspection which was last carried out on the 22/02/22.

11. Cooking

11.1 Are there staff tea points? ✔ YES

There are two staff tea points/kitchenettes, these are predominantly used for reheating food and making hot drinks, tea and coffee.

11.2 Are reasonable measures taken to prevent fire as a result of cooking? N/A

There are no cooking facilities on this site.

11.3 Where extraction ductwork passes through a compartment wall is the ductwork protected on the nonkitchen side? N/A

N/A

11.4 Suitable extinguishing appliances available? ✔ YES

The fire extinguishers are adequately provided close to hand for the staff tea points/kitchenette.

12. Lightning

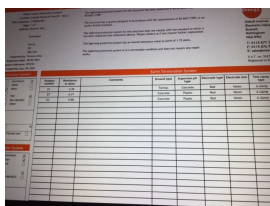
12.1 Do the premises have a lightning protection system? ✔ YES

The premises are fitted with a lightning protection system.

12.2 Is the lightning protection system inspected by a competent person? ✔ YES

The lightning protection system is inspected by a competent person on a 11-month cycle this was last carried out on the 18/05/21.

Images



13. Housekeeping and Storage of Combustible Materials

13.1 Do combustible materials appear to be separated from ignition sources? ✔ YES

There is good management of the separation of combustible materials from potential ignition sources.

13.2 Has the unnecessary accumulation of combustible materials or waste been avoided? ✔ YES

Combustible materials are stored in the appropriate locations with adequate protection.

13.3 Appropriate storage of hazardous materials in line with COSHH (Control of Substances Hazardous to Health Regulations 2002) N/A

There are no highly flammable or oxidising COSHH materials stored on site.

See Appendix A 10

13.4 Appropriate measures in place regarding materials that may fall under DSEAR regulations (The Dangerous Substances and Explosive Atmospheres Regulations 2002) N/A

There are no areas on site that would be considered to require a DSEAR assessment.

See Appendix A 11

13.5 Overall are general fire precautions adequate to address the hazards associated with the types of combustible material stored in the premises? ✔ YES

The general fire precautions are adequate to address the hazards, associated with the types of combustible material stored in the premises.

14. Hazard Introduced by Outside Contractors and Building Works

14.1 Is there a signing in procedure and are fire safety procedures highlighted to contractors? ✔ YES

There is a signing in process, and the actions to take in the event of fire are highlighted.

14.2 Is there satisfactory control over works carried out on the premises by outside contractors (including 'hot work' permits)? ✔ YES

There are satisfactory controls over works carried out on the premises by outside contractors. Risk assessments and method statements are submitted before any task is undertaken which includes a 'hot work' permit if required.

14.3 If there are in-house maintenance personnel, are suitable precautions taken during 'hot work' including the use of 'hot work' permits? N/A

Members of staff do not carry out 'hot works'.

Fire Protection Measures

1. Means of Escape from Fire

1.1 Is the design of the means of escape considered adequate? ✔ YES

The escape routes are adequately designed which all lead out to an area of total safety.

1.2 Reasonable distances of travel: ✔ YES

Travel distances and the direction of travel were checked during this inspection and found not to be excessive or incorrect in accordance with the guidance.

See Appendix A 12

1.3 Is there adequate provision of exits? ✔ YES

These are in line with the maximum number of occupants currently allowed in the property.

See Appendix A 12

1.4 Do staircase and exit capacities appear to be adequate for the number of occupants? ✔ YES

Staircase and exit capacities are adequate for the number of occupants.

See Appendix A 12

1.5 Are the premises provided with reasonable arrangements for means of escape for disabled people? N/A

There are currently no disabled occupants and any visitors do not visit any upper floors.

See Appendix A 12

1.6 Do all fire exits open easily, immediately and in the direction of escape where necessary? ✔ YES

All fire exits opened easily, were unblocked and unobstructed on the exterior of the premises and they opened in the direction of escape.

See Appendix A 12

1.7 Has using sliding or revolving doors as fire exits been avoided? ✔ YES

All fire exits are free swing outward opening doors.

See Appendix A 12

1.8 Is there satisfactory means for securing exit where there is a single direction of travel? N/A

N/A

See Appendix A 12

1.9 Is there satisfactory means for securing exits where there are alternative means of escape? ✔ YES

Yes

See Appendix A 12

1.10 Is there suitable fire precautions for all inner rooms? ✔ YES

Inner rooms are afforded protection via smoke detection in the outer room.

See Appendix A 12

1.11 Are escape routes unobstructed? ✔ YES

All escape routes are free of any obstruction, slip or trip hazards.

See Appendix A 12

1.12 Is the fire-resisting construction which protects escape routes in good condition? ✔ YES

This was in a good state of repair and there were no holes or large cracks in the walls or ceilings.

See Appendix A 13

1.13 Are dead-end corridors afforded appropriate protection? ✔ YES

Dead end corridors are made of a fire resisting construction and smoke detection is located within escape routes.

See Appendix A 13

2. Measures to Limit Fire Spread and Development

2.1 Are fire doors installed and, if so, what type of fire doors are installed? ✔ YES

Fire doors on this site have no manufacturers identification but present as solid 44mm doors with 3 hinges, 25mm door stops and can be considered notional 30-minute fire doors.

2.2 Do fire doors close correctly into their rebates and latches? ✔ YES

All fire doors were inspected. All doors opened fully without catching on the flooring and closed correctly into their latch.

2.3 Are fire doors in a reasonable state of repair? ✔ YES

Fire doors are all undamaged and in a good state of repair with no damage to leaves, frames, vision panels, door handles or hinges.

2.4 Do fire doors have edge gaps of 4mm or less? ✔ YES

All fire doors were inspected and all have edge gaps of 4mm or less.

2.5 Where fire doors are wedged open, are automatic closers installed? N/A

Fire doors were not wedged open.

2.6 Is compartmentation of a reasonable standard? ✔ YES

Compartmentation is of a good standard with no breaches identified at the time of this assessment.

See Appendix A 13

2.7 Is there reasonable limitation of linings that might promote fire spread? ✔ YES

The wall linings are class 0, where there are combustible materials, such as notice boards and displays. These constitute less than 25% of the surface area and are not on escape routes where there is a single direction of travel.

2.8 Where fire dampers are installed, are they accessible for inspection? N/A

N/A

See Appendix A 4

3. Emergency Escape Lighting

3.1 Is a reasonable standard of emergency escape lighting system provided? ✔ YES

Based on a visual inspection only, there is considered to be sufficient levels of emergency lighting, which is provided by non-maintained integral fittings, a program of testing was not conducted during this assessment.

See Appendix A 5

4. Fire Safety Signs and Notices

4.1 Is there sufficient fire safety signage fitted throughout the building? ✔ YES

There is sufficient fire safety signage including fire action notices, fire door keep shut signs and directional running man signage.

5. Means of Giving Warning in Case of Fire

5.1 Automatic detection/alarm system details

✓ YES

The fire alarm system is broadly compliant with BS5839 Pt 1 L2. The premises are fitted with an automatic fire alarm and detection system giving local alarm provision, this is installed to the main entrance, a zone plan is installed adjacent to it. Automatic detection is installed throughout the building escape routes and rooms off, along with specific risk rooms. Manual call points are installed at all exits and changes of level. The system is linked to the main system located on SBC House.

In addition there is Vesda smoke detection within units 1 & 3.

Images



See Appendix A 6

5.2 Is automatic fire protection provided and is the extent of automatic fire detection generally appropriate for the occupancy and fire risk?

✓ YES

Automatic detection is installed to meet the requirements of the site and provide mitigation where required.

5.3 Are smoke control systems installed?

N/A

N/A

5.4 Are there connections to secondary shut down or automated systems?

N/A

N/A

5.5 Are there connections to fire shutters or curtains?

N/A

N/A

6. Manual Fire Extinguishing Appliances and Facilities for Fire and Rescue Services

6.1 Are there reasonable provisions of portable fire extinguishers? ✔ YES

Portable firefighting equipment is provided throughout the property with Class A, B & electrical which are adequately spaced (minimum class A of 13A per 200M2 & 30meter travel distance) and adequately provided for the risk.

6.2 Are all fire extinguishing appliances readily accessible? ✔ YES

Portable firefighting equipment is adequately mounted and easily accessible.

6.3 Are hose reels provided? N/A

Hose reels are not installed or required.

6.4 Are all dry/wet risers installed? N/A

Dry or wet risers are not installed or required in these premises.

6.5 Are firefighting shafts provided with lobby protection? N/A

A fire fighters lift is not installed or required in these premises.

6.6 Are fire hydrants installed within the boundary of the site? ✔ YES

Fire hydrants are installed within the boundary of the site. The site is aware of these and has information to provide to the fire and rescue services regarding their location.

6.7 Are there relevant automatic fire extinguishing systems? N/A

Automatic fire extinguishing systems are not installed.

Management of Fire Safety

1. Procedures and Arrangements

1.1 Fire safety at the premises is managed by:

Matt Lawrie manages the property and provided the information during the assessment.

See Appendix A 7

1.2 The competent person(s) appointed, under Article 18 of the Fire Safety Order, to assist the Responsible Person in undertaking the preventive and protective measures (i.e., relevant general fire precautions) is:

Matt Lawrie

1.3 Have all relevant actions from the previous fire risk assessment been completed? ✔ YES

All relevant actions have been undertaken and resolved.

1.4 Are there suitable records of the fire safety arrangements? ✔ YES

The organisation's policy sets out in writing; the person who holds responsibility for fire safety at board level, who the responsible person for the premises is, fire wardens nominated for particular tasks in the event of a fire, the proactive arrangements for maintaining and testing life safety systems, and the proactive arrangements to monitor and check that individuals responsible for fire safety are meeting the requirements.

1.5 Are appropriate fire procedures in place? ✔ YES

There is an emergency evacuation plan in place.

See Appendix A 14

1.6 Are routine inspections of fire precautions carried out? ✔ YES

Following consultation with the client records of regular checks of the fire panel, fire extinguishers, doors, fire exits and escape routes are conducted and records retained for reference.

See Appendix A 14

1.7 Are the procedures in the event of a fire appropriate and properly documented? ✔ YES

The emergency plan is appropriate to the premises and includes the roles of staff in the event of a fire.

1.8 Are there suitable arrangements for summoning the fire and rescue service? ✔ YES

The emergency plan includes details of how the fire and rescue service, and any other necessary services, will be called and who will be responsible for doing this.

1.9 Are there suitable arrangements to meet the fire and rescue service on arrival? ✔ YES

The emergency plan includes procedures for meeting the fire and rescue service on their arrival.

1.10 Are there suitable arrangements for ensuring the premises have been evacuated? ✔ YES

The emergency plan includes arrangements for the safe evacuation of all people. This is done by the use of fire wardens who sweep the building to ensure all occupants have evacuated.

1.11 Are there adequate procedures for the evacuation of any disabled people who are likely to be present? N/A

This will be the responsibility of individual tenants and should be incorporated within their own fire evacuation plans.

1.12 Is someone nominated and trained to use fire extinguisher appliances? ✔ YES

Fire wardens/marshals are provided with additional training in the use of firefighting equipment, including understanding of the purpose of all portable and any fixed firefighting equipment.

1.13 Is someone nominated and trained to assist with evacuation? (including EVAC chair training if required) N/A

N/A

1.14 If there has been liaison with the local fire and rescue services, have details from enforcement notices been resolved? ✔ YES

The site has received regular familiarisation visits by the local fire and rescue services.

2. Training and Drills

2.1 Are all staff given adequate refresher training at suitable intervals? ✔ YES

All members of staff have a periodic review which includes a review of the emergency plan and a tour of the building which includes the locations of escape routes and exits, use of the fire alarm system and the location of portable firefighting equipment.

2.2 Does all staff training provide information, instruction or training on the following: fire risk in the premises, fire safety measures on the premises, action in the event of a fire, action on hearing the fire alarm signals, method of operation of manual call points, location and use of extinguishers, means of summoning fire and rescue services, the identity of persons nominated to assist with evacuation, and identity of persons nominated to use fire extinguishing appliances? ✔ YES

Staff training is well documented and covers; fire risk in the premises, fire safety measures on the premises, action in the event of a fire, action on hearing the fire alarm signals, method of operation of manual call points, location and use of extinguishers, means of summoning fire and rescue services, the identity of persons nominated to assist with evacuation and the identity of persons nominated to use fire extinguishing appliances.

See Appendix A 15

2.3 Are fire drills carried out at appropriate intervals? ✘ NO

There is no evidence that fire drills are carried out since 14/11/19.

! Significant Findings 3-6 MONTHS 1

2.4 When the employees of another employer work in the premises is their employer given appropriate information on fire risks and general fire precautions, and have they ensured that the employees are provided with adequate instruction and information? ✔ YES

All new tenants are reported to be issued fire safety information as a part of their tenancy pack.

3. Testing and Maintenance

3.1 Is there adequate maintenance of the premises? ✔ YES

The workplace is maintained and in a good state of repair.

3.2 Is periodic servicing and weekly testing of the fire alarm system undertaken? ✔ YES

The smoke detection and alarm system are serviced in line with recommendations set out in BS5839.

3.3 Is periodic servicing and monthly testing of the emergency escape lighting undertaken? ✔ YES

The emergency lighting is tested monthly, and a full discharge test was conducted on 21/09/21 in accordance with BS5266:8-2016.

3.4 Are fire extinguishing appliances tested annually? ✔ YES

The portable fire extinguishers are serviced annually in line with the recommendations set out in BS5306.

3.5 Are six-monthly inspections and annual testing of rising mains undertaken? N/A

Dry/wet risers are not installed within these premises.

3.6 Is the periodic maintenance of the disabled refuge system undertaken? N/A

A disabled refuge system is not installed within these premises.

3.7 Is the periodic maintenance of smoke vents and smoke ventilation systems undertaken? N/A

Smoke vents or smoke ventilation systems are not installed within these premises.

3.8 Are periodic checks of final exit doors, security fastenings, and inspection of external escape staircases and gangways recorded? ✔ YES

The escape routes, exits fastenings and gangways are inspected at least daily by staff.

3.9 Are suitable systems in place for reporting and subsequent restoration of safety measures that have fallen below standard? ✔ YES

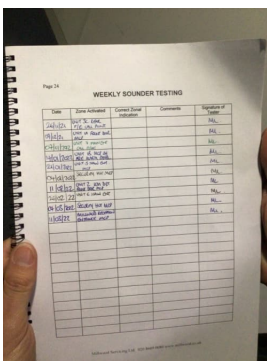
The manager of the site has the authority to effect any repairs required to life safety systems.

4. Records

4.1 Are appropriate client records kept of weekly testing for fire detection/alarm systems? ✔ YES

There are records of regular testing of the fire alarm system.

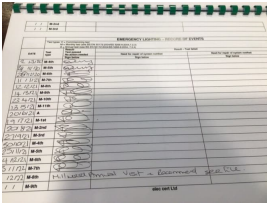
Images



4.2 Are appropriate client records kept of monthly emergency escape lighting tests? ✔ YES

There are records of regular testing of emergency escape lighting system.

Images



4.3 Are appropriate client periodic tests and records kept of other life safety systems? N/A

There are no fire sprinkler systems installed.

4.4 Are appropriate client records kept of fire training? ✔ YES


There are records of fire safety training for staff and fire wardens.

4.5 Are appropriate client records kept of fire drills? ✔ YES

There are records of periodic fire drills.

Significant Findings Action Plan

Training and Drills

 Training and Drills

3-6 MONTHS

Are fire drills carried out at appropriate intervals?

Proposed Action

Every member of staff should be subjected to a fire drill at least bi-annually and the details should be recorded.

Finding resolved

Appendix A (Limitations)

- 1 The Fire Risk Assessment should be reviewed by a competent person by the date indicated above or at an earlier date if there is a reason to suspect that it is no longer valid, or if there has been significant change in the matters to which it relates, or if a fire occurs.
- 2 Reasonable only in the context of this Fire Risk Assessment. If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.
- 3 Based on a visual inspection of readily accessible areas with a degree of sampling where appropriate.
- 4 A full investigation of the design of the HVAC systems is outside the scope of this Fire Risk Assessment.
- 5 Based on visual inspection, but no test of illuminance levels or verification of full compliance with relevant British Standards carried out.
- 6 The fire alarm category stated is based on a visual observation only, this is not a full compliance with the relevance British Standard. Also, no audibility tests or verification of full compliance with relevant British Standards carried out.
- 7 This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of the Fire Risk Assessment.
- 8 Relevant to life safety and this risk assessment (as opposed to property protection).
- 9 Assessment of the fire risks of external walls and any cladding are excluded from the scope of this current fire risk assessment as this is outside our expertise. Accordingly, it is strongly recommended that you obtain advice from qualified and competent specialists on the nature of, and fire risks associated with, the external wall construction, including any cladding, of this building. This exclusion is consistent with advice provided by The Fire Industry Association and is discussed in their guidance note to fire risk assessors on this matter (<https://www.fia.uk.com/news/guidance-on-the-issue-of-cladding-and-external-wallconstruction-in-fire-riskassessments-for-multi-occupied-residential-premises.html>).
- 10 For the purpose of this risk assessment, the Fire Safety Order 2005 and Fire (Scotland) Act 2005 & Fire Safety (Scotland) Regulations 2006, dangerous substances are primarily; explosive, highly flammable or flammable substances and oxidising agents. Small quantities with negligible impact on the appropriate fire precautions need not be taken into account.
- 11 The management of other DSEAR areas is managed under the Health and Safety at Work Act 1974 and this assessment does not constitute compliance.

- 12 Based on current occupancy information provided. Detailed calculations (e.g., using floor space factors to predict maximum occupancy) not carried out.
- 13 This fire risk assessment will not necessarily identify all minor fire stopping issues that might exist within the building. If you become aware of other fire stopping issues, or are concerned about the adequacy of fire stopping, you may wish to consider arranging for an invasive survey by a competent specialist.
- 14 Based on brief review of procedures at the time of this fire risk assessment. In-depth review of documentation is outside the scope of this fire risk assessment, unless otherwise stated.
- 15 Based on brief consideration of the scope of such training. In-depth evaluation is outside the scope of this fire risk assessment.