

## Fire Protection and Precautions: Employee Factsheet

### What is the issue?

The Regulatory Reform (Fire Safety) Order 2005 covers fire safety matters and places a particular emphasis on risk assessment, risk reduction and fire prevention.

The Order places duties on the 'Responsible Person' (usually your employer, but also others who have control over premises) and their duties include:

- A duty to ensure a suitable and sufficient risk assessment is carried out by a competent person (including identifying special circumstances such as vulnerable groups or dangerous substances)
- Taking general fire precautions to ensure the safety of employees
- Ensuring correct firefighting equipment and fire detection and alarm systems are provided
- Ensuring firefighting equipment is indicated by correct signage
- Ensuring all emergency routes lead directly to a place of safety, are adequately signed, illuminated with emergency lighting where required and kept clear at all times
- Providing appropriate fire protection with fire doors and fire compartments to contain fire and smoke and to protect escape routes
- Ensuring that staff are provided with adequate fire safety information/ training
- Maintaining and inspecting fire safety equipment and systems.

The Order also places a legal duty on you to report to your employer any fire safety problems which you know about.

### Identifying the risk

- Do you work with flammable materials (e.g. substances, oily rags and combustibles such as cardboard boxes etc.)?
- Has your employer identified adequate storage and disposal arrangements for flammable materials?
- Do you know how to raise the alarm?
- Do you know the escape routes from your working area?
- Do you have the correct firefighting equipment for your working area?
- Have all staff received fire safety training
- Have you been asked by your employer to carry out fire prevention checks and inspections? If so, have you received relevant training?
- Are you aware of what to do when you hear the fire alarm?
- Do you know the location of the fire assembly point?
- Do you have special requirements which mean you need assistance in emergency evacuation?

### Did you know?

- The fire at Windsor Castle in 1992 was thought to have started when an electric lamp was placed too close to a curtain.
- 60% of fires in the workplace happen during the day.
- Smoke inhalation accounts for 50% of all fire fatalities.

### Disclaimer

These example Director's Briefings are provided by Hettle Andrews for general guidance on matters of interest. In making these documents available to a general and diverse audience it is not possible to anticipate the requirements or the hazards of any subscriber's business. Users are therefore advised to carefully evaluate the contents. Hettle Andrews does not accept any liability whatsoever for injury, damage or other losses which may arise from reliance on this information and the use of these documents.

Copyright of these documents remains with Hettle Andrews and whilst subscribers are permitted to make use of them for their own purposes, permission is not granted for resale of the intellectual property to third parties.