

Part B Building of Pack

Purpose and Scope

[OBJ]

Indemnity: Manchester City Council remains responsible for the building structure and fixed fire safety systems provided. Building users are responsible for managing fire risks arising from their activities, equipment, materials and people. The Council accepts no liability for incidents arising from unsafe activities, failure to follow this Pack, or failure to comply with fire safety legislation.

1. F i S a f e R e s p o n s i b i l i t i e s

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2. Fire Risk Assessment

Minimum fire risk assessment content for your activities

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Fire Risk Assessment – User Template	

Ignition sources (e.g. electrical equipment, heaters, cooking):

Fuel sources (e.g. combustible materials, stock, waste):

People at risk (including public, volunteers, vulnerable people):

How fire could spread from your activities and the control measures:

Assessment completed by:	
Date:	
Review Date:	

3. Fire Emergency Evacuation Arrangements

ie, discovering a fire, shouting a warning, using a manual call point if fitted, or another agreed method)	
Users must identify a suitable place outside, away from the building, at a safe distance and clear of other hazards. The exact location is for the user to decide, provided it is sensible and safe.)	
ie, The person in charge of the activity, or a nominated individual, responsible for coordinating evacuation and checking the building where safe to do so	

(This includes considering whether a Personal Emergency Evacuation Plan (PEEP) is required and how assistance will be provided)	

4. Fire Safety Check List

Weekly	
Monthly	
Monthly	

Frequent	
Weekly	
Weekly	
Weekly	
Monthly	

5 . F i s a f e R u l e o u r s e a s V o l u n t e e r s

6.Training information

7. User Acknowledgement