

FIRE SAFETY REGISTER



Name of Premises: _____

Address: _____

FIRE SAFETY REGISTER

This document was created by Tipperary Fire and Rescue Service.
It is free to download from <http://www.tipperarycoco.ie/fire-services>

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INTRODUCTION

Section 18(2) of the Fire Services Acts, 1981 and 2003 generally applies to all premises other than a dwelling house occupied as a single private dwelling. This section of the Act places a duty on persons having control over premises to:

- take all reasonable measures to guard against the outbreak of fire,
- provide reasonable fire safety measures,
- prepare and provide appropriate fire safety procedures,
- ensure that the fire safety measures and procedures are applied at all times, and
- ensure as far as is reasonably practicable the safety of persons on the premises in the event of an outbreak of fire.

The Department of the Environment and Local Government has published guidance to assist persons in control of particular types of premises in discharging their statutory responsibilities under the Fire Services Act. The publications include the following:

- Code of Practice for the Management of Fire Safety in Places of Assembly
- Guide to Fire Precautions in Existing Hotels, Guesthouses and Similar Premises
- Fire Safety in Guest Accommodation
- Fire Safety in Hostels
- Fire Safety in Nursing Homes

See “References” section of this document for links to all the above publications.

Compliance with responsibilities under the Fire Services Act requires that:

- the premises must be suitable for its intended use and certain essential fire safety features appropriate to the use of the premises must be provided, and
- a proactive fire safety management policy must be in place to minimize the risk of a fire occurring and ensure the safety of persons on the premises in an emergency.

The keeping of fire safety records is an important element of the proper fire safety management of a premises. This Fire Safety Register has been produced to assist in the keeping of records for specific items. It will also be necessary to keep records and certificates for other items such as furnishings, bedding, electrical installations, and gas installations as appropriate to the particular premises.

Note: Owners/Fire Safety managers should satisfy themselves that all electrical and/or gas Installations have been fully serviced by a competent person to ensure compliance with all statutory requirements and codes of practice. Copy and attach any relevant certificates.

SECTION 1

1.1 Fire Duties Assigned To Particular Staff Members

OWNER DETAILS

Name of Owner/occupier: _____

Telephone: _____

Fire Duties: Overall responsible person with regards to minimising the risk of an outbreak of fire and the risk to staff and occupants should a fire occur

FIRE SAFETY MANAGER

Name: _____

Position: _____

Fire Duties: Minimise the risk of fire through good fire prevention practice and ensure that all staff are aware and carry out the relevant fire safety actions as detailed in section 2 of this document, should a fire occur.

DEPUTY FIRE SAFETY MANAGER

Name: _____

Position: _____

Fire Duties: Minimise the risk of fire through good fire prevention practice and carry out the relevant fire safety actions as detailed in section 2 of this document, should a fire occur.

FIRE SAFETY REGISTER

Details

Name: _____

Position: _____

Fire Duties: _____

Details

Name: _____

Position: _____

Fire Duties: _____

Details

Name: _____

Position: _____

Fire Duties: _____

Details

Name: _____

Position: _____

Fire Duties: _____

Details

Name: _____

Position: _____

Fire Duties: _____

SECTION 2

2.1 Fire Safety Programme

1. A fire safety programme is needed to
 - (a) guard against an outbreak of fire, and
 - (b) ensure as far as is reasonably practicable the safety of persons on the premises in the event of an outbreak of fire
2. The fire safety programme will incorporate arrangements for:
 - (a) the prevention of an outbreak of fire through the establishment of day to day fire prevention practices, in accordance with the provisions of Section 2.1 following.
 - (b) the instruction and training of staff in accordance with the provisions of Section 2.2 following.
 - (c) the holding of fire and evacuation drills in accordance with the provisions of Section 2.3 following.
 - (d) informing the public/building occupants of the procedures to be used in the event of a fire or other emergency in accordance with the provisions of Section 5 of the '*Code of practice for the management of fire safety in places of assembly*'.
 - (e) the maintenance of escape routes in accordance with the provisions of Section 6 of the '*Code of practice for the management of fire safety in places of assembly*'.
 - (f) the provision of adequate fire protection equipment and systems, and their inspection and maintenance in accordance with the provisions of Section 7 of the '*Code of practice for the management of fire safety in places of assembly*'.
 - (g) the provision of assistance to the fire brigade in accordance with the provisions of Section 8 of the '*Code of practice for the management of fire safety in places of assembly*'.

2.2 Fire Prevention

1. Rubbish and waste materials should not be allowed to accumulate; such materials should be removed from the premises at regular intervals, and stored in suitable designated areas, pending disposal.

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2. Flammable liquids, gases and other potentially dangerous substances should be limited to small quantities, handled with extreme care, and stored in labelled suitable containers in designated suitable storage areas.
3. Smoking should be prohibited in stores, plant rooms and other similar areas.
4. In those areas where smoking is permitted a plentiful supply of non-combustible ashtrays or receptacles should be provided for the safe disposal of cigarettes and other smokers' materials.
5. Electrical and gas appliances and associated fittings should be checked on a regular basis and defects remedied as soon as possible. Defective items should be rendered safe until repairs are carried out.
6. Upholstered seating should be inspected regularly and any item which has its infill material exposed should be repaired or removed before the public are admitted to the premises.
7. Cookers, extractor fans, filters, air ducts and machinery should be regularly cleared of oil, grease and dust. Servicing should be carried out regularly by a competent person.
8. Open fires, flambé lamps or other sources of ignition should be carefully controlled to minimise the risk of fire.
9. Fire resisting doors and smoke stop doors should not be propped or wedged open.
10. Portable gas and liquid fuel heaters should not be used on the premises at any time and other portable radiant heaters should be removed from the premises before members of the public are admitted.
11. Building and plant maintenance involving the use of equipment such as oxy-acetylene cylinders, welding equipment, liquefied gas appliances and flammable liquid containers should be restricted to those periods when the premises is not occupied by members of the public and the equipment should be removed from the premises before the public are admitted.
12. Service contractors and outsiders engaged to work on the premises should be informed of the relevant requirements of this section.
13. Care should be taken to ensure that members of the public/persons are not permitted to enter areas other than those to which they are intended to have access, except when a fire or other emergency requires them to do so to escape from the building.
14. The premises should be inspected on each occasion immediately after the public has vacated them to remove any potential fire hazard.

2.3 Fire Safety Training

Staff to whom specific duties have been assigned should be given appropriate instruction and training on the duties assigned. Particulars of all fire safety training should be entered in the Fire Safety Register.

All staff (including temporary and part-time staff) should receive training and/or instruction in relation to : -

- (a) fire prevention measures in place.
- (b) emergency procedures, and fire and evacuation drills devised for the premises, in accordance with the provisions of Section 2.1
- (c) evacuation of occupants, paying special attention to the young, disabled and infirm.
- (d) arrangements for ensuring that escape routes and exit doors are unobstructed and available.
- (e) the arrangements for the provision of assistance to the fire brigade.
- (f) fire control techniques including: -
 - the use of fire extinguishers, fire blankets, and (where installed) hose reels
 - closing fire doors and windows to inhibit fire spread, and
 - shutting off of electricity, fuel supplies, and ventilation systems where applicable
- (g)
 - (i) layout of the building including escape routes
 - (ii) location of fire alarm panel and alarm call points.
 - (iii) location of fire fighting equipment
 - (iv) the location of assembly points

2.4 Fire & Evacuation Drills for Management & Staff

1. Regular fire and evacuation drills which simulate emergency procedures should be planned and organised in the following manner:
 - (a) Emergency procedures that are appropriate to the premises should be established.

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- (b) Fire and evacuation drills should be held at varying times of day and night simulating conditions in which one or more of the escape routes is obstructed by smoke.
- (c) Fire and evacuation drills should be announced beforehand only to senior staff.
- (d) All permanent and temporary staff should be involved in fire and evacuation drills (including those involved in shift work).

2 The specific actions that staff will be trained to take when a fire breaks out or when there is an alarm are as follows: –

On Discovering a Fire:

- Operate the alarm system
- Call the fire brigade
- Alert management and other staff
- Inform the public and direct them to the nearest available escape route
- Do not use the lift
- Attack the fire using the nearest suitable equipment (if safe to do so)
- Leave whenever danger threatens
- Close all doors as areas are vacated, checking that nobody is left behind
- Assemble at the designated assembly point
- Assist the fire brigade on arrival (see Section 8).

On Hearing an Alarm or Other Warning:

- Evacuate occupants using the nearest available escape route
- Do not use the lift
- Do not allow anybody to re-enter the premises for any reason
- Determine the location of the fire if possible
- Assemble at the designated assembly point
- Assist the fire brigade on arrival (see Section 8).

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3. Those participating in the fire and evacuation drills should be encouraged to apply the procedures efficiently and promptly.
4. Each fire and evacuation drill should be reviewed afterwards and the procedures modified if necessary. These modified procedures should be notified to all staff and/or relevant persons.

2.5 Informing Occupants

Occupants of the building should be made aware of the safety procedures that apply in the event of fire.

Appropriate fire instruction notices should be posted in the building.

Refer to Section 5 the 'Code of practice for the management of fire safety in places of assembly' for guidance.

2.6 Escape Routes

Members of the public/pupils cannot be evacuated from a premises quickly and safely if escape routes are obstructed or exits are locked. It is therefore essential for proper fire safety management that all escape routes and exit doors are maintained free from obstruction and immediately available for use while the public are on the premises. The Minister for the Environment made regulations entitled 'Fire Safety in Places of Assembly (Ease of Escape), Regulations 1985, (S.I. No. 249 of 1985)' **which place a specific duty on persons in control of premises** to ensure that escape routes are kept clear and that doors, gates etc. on these routes and exits can be easily opened by persons using the premises.

Refer to Section 6 the 'Code of practice for the management of fire safety in places of assembly' for guidance.

2.7 Assisting the Fire Brigade

1. The following measures should be taken by the person in control of the premises to assist the fire brigade in its response to a fire or other emergency:
2. Access routes should be kept clear for use by fire appliances.
3. Gates and barriers that are likely to obstruct fire fighting operations should be unlocked or removed when the alarm is raised.

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4. The Fire Safety Manager should meet the officer-in-charge of the fire brigade and provide information on:

- (a) the number and location of persons still on the premises
- (b) the location of the fire,
- (c) any special hazards, e.g. Liquefied Petroleum Gas (L.P.G.) tanks and cylinders etc.
- (d) entry points to the building,
- (e) available water supplies including static water sources e.g. swimming pools.

5. Oil pipelines and gas mains should be shut off when the alarm is raised. Electricity should be shut off if requested by the officer-in-charge of the fire brigade.

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SECTION 3

3.1 Guidance For Completion Of The Fire Safety Register

1. The Register should be kept in a safe place on the premises at all times together with the relevant Code of Practice or Guide to Fire Precautions and should be available for inspection by any Authorised Officer of the Fire Authority.
2. The Register generally should have sufficient pages to allow for records over a period of 5 years. Additional photocopies of unused pages should be added as required.
3. Owners or Managers of premises should take careful note of the intervals at which various inspections, tests or inventory/location checks are to be carried out. These are summarised in the table below.

	Daily	Weekly	Monthly	Quarterly	6 Monthly	Yearly/ Periodic
Emergency Lighting	✓	✓		✓		✓
Fire Alarm	✓	✓		✓		✓
Extinguishers Hose Reels			✓			✓
Fire Exit Doors	✓	✓	✓	✓	✓	✓
Fire Resisting Doors		✓	✓	✓	✓	✓
Furniture Seating etc.		✓	✓	✓	✓	✓
Gas Installations						*
General Wiring						*

* Relevant Testing Interval Determined by Risk Assessment (but not greater than once every three years for gas installations and once every five years for general wiring)

3.2 Inspection and tests on fire protection equipment

A summary of the recommended tests for some fire protection systems and equipment is given below. More extensive details of the tests may be found in the relevant Irish Standard, such as IS 3218 for fire alarm systems. Reference should also be made to the relevant guidance for a particular premises type, such as the Code of Practice for the Management of Fire Safety in Places of Assembly.

Fire Extinguishers

MONTHLY: All fire extinguishers should be inspected to make sure that appliances are in their proper position, have not been discharged or lost pressure (in the case of extinguishers fitted with a pressure indicator) or suffered obvious damage. Any extinguishers that are not available for use should be replaced by serviceable extinguishers.

ANNUALLY: A more thorough examination of extinguishers (a detailed description of which is given in I.S. 291: 2015) should be carried out by a person with the necessary training and experience, and with access to the requisite tools, equipment and information.. Extinguishers should be discharged periodically in accordance with the provisions of I.S. 291:2015. When discharge is taking place the opportunity to train staff in the use of extinguishers should be taken.

Emergency Lighting

WEEKLY: An inspection should be made to check that: -

- every lamp in a maintained system is lighting (including EXIT signs);
- the LED in each emergency lighting unit is illuminated;
- any fault found, and the action taken, is recorded in the Fire Safety Register.

QUARTERLY: The following should be carried out -

- Clean exterior of luminaires and signs,
- Ensure the correct operation of luminaires and signs by operating the test facility or cutting the power to the lighting circuits
- Record results in the fire safety register.

ANNUALLY: The Fire Safety Manager should ensure that the annual inspection and test procedures as described in I.S. 3217: 2013 are carried out by the manufacturer, supplier or installer, or by an employee who has received special training with the manufacturer, supplier or installer.

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Fire Detection And Alarm System

DAILY: A check should be made every day* to check that (a) the panel indicates normal operation (and if not, that any fault indicated is recorded in the Fire Safety Register and is receiving urgent attention) and (b) any fault warning recorded the previous day has received attention.

* where premises are not used on a daily basis, these inspections should be made on each occasion before the public is admitted on the premises.

WEEKLY

(a) The system should be set off from a detector or call point (break glass unit) to test the ability of the control and

indicating equipment to receive a signal and to sound the alarm. A different zone should be tested each week in turn; the zone and trigger device used should be recorded in the register.

(b) Any defect should be recorded in the Fire Safety Register and reported to the responsible person, and action should be taken to correct it.

QUARTERLY: The Fire Safety Manager should ensure that the quarterly inspection and test procedures as described in I.S. 3218: 2013 are carried out by the manufacturer, supplier or installer or by an employee who has received special training with the manufacturer, supplier or installer.

ANNUALLY: The Fire Safety Manager should ensure that the annual inspection and test procedures as described in I.S. 3218: 2013 are carried out by the manufacturer, supplier or installer or by an employee who has received special training with the manufacturer, supplier or installer.

SECTION 4

4.1 Fire Safety Training/Drills

Details of Fire Safety Training/Drills

Date: _____

Duration: _____

Instructor: _____

Nature of Training: _____

No. of staff: _____

List of attendees: _____

Signed: _____

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Details of Fire Safety Training/Drills

Date: _____

Duration: _____

Instructor: _____

Nature of Training: _____

No. of staff: _____

List of attendees: _____

Signed: _____

Details of Fire Safety Training/Drills

Date: _____

Duration: _____

Instructor: _____

Nature of Training: _____

No. of staff: _____

List of attendees:	_____	_____
	_____	_____
	_____	_____
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	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____

Signed: _____

FIRE SAFETY REGISTER

Details of Fire Safety Training/Drills

Date: _____

Duration: _____

Instructor: _____

Nature of Training: _____

No. of staff: _____

List of attendees:	_____	_____
	_____	_____
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	_____	_____
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Signed: _____

Details of Fire Safety Training/Drills

Date: _____

Duration: _____

Instructor: _____

Nature of Training: _____

No. of staff: _____

List of attendees: _____

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Signed: _____

Details of Fire Safety Training/Drills

Date: _____

Duration: _____

Instructor: _____

Nature of Training: _____

No. of staff: _____

List of attendees: _____

_____	_____
_____	_____
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_____	_____

Signed: _____

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SECTION 5

5.1 Firefighting Equipment

Fire extinguishers should comply with I.S. 290: 1986 and be inspected and maintained in accordance with I.S. 291: 2015.

Inventory of Equipment

No. of water extinguishers _____ No. of foam extinguishers _____

No. of CO₂ extinguishers _____ No. of powder extinguishers _____

Number of Hose Reels _____ Number of Fire Blankets _____

Location of Equipment

Number	Type	Size	Location

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INSPECTION OF FIREFIGHTING EQUIPMENT

MONTHLY

All extinguishers should be inspected monthly to ensure that they:

- are in their proper positions;
- have not been discharged;
- have not had their seals or tabs broken;
- have not lost pressure (indicator gauge);
- have the maintenance label properly attached;
- have not suffered obvious damage.

Date	No. of appliances inspected	Inspected by	Details of faults and action taken

Note: The annual inspection of the firefighting equipment must be carried out by a competent service organisation and the certificate of test submitted in accordance with the recommendations of I.S. 291: 2015

SECTION 6

6.1 Fire Alarm System

The fire detection and alarm system should be inspected and maintained in accordance with I.S. 3218: 2013

Inventory of Equipment

No. of zones _____ No. of detectors _____ No. of manual call points _____

Zone No. _____	Area of coverage _____
Zone No. _____	Area of coverage _____
Zone No. _____	Area of coverage _____
Zone No. _____	Area of coverage _____
Zone No. _____	Area of coverage _____
Zone No. _____	Area of coverage _____
Zone No. _____	Area of coverage _____
Zone No. _____	Area of coverage _____

Note: A zonal plan should be attached and provided at the main fire alarm panel.

DAILY

A check should be made every day to ascertain that the panel indicates normal operation - if not, that any fault indicated is recorded in the Fire Safety Register and is receiving urgent attention.

WEEKLY

- At least one trigger device on a zone circuit should be operated to test the ability of the control and indicating equipment to receive a signal and to sound the alarm.
- A visual examination of the battery and connections should be made to ensure that they are in good condition.
- Any defect should be recorded in the Fire Safety Register and reported to the responsible person, and action should be taken to correct it.

QUARTERLY

The quarterly inspection and test procedures as described in I.S. 3218:2013 should be carried out by the manufacturer, supplier or installer or by an employee who has received special training with the manufacturer, supplier or installer.

Fire Alarm Installation

LOG BOOK

Any "event" affecting the fire alarm installation should be recorded. An "event" should include fire alarms, false alarms, failure, inspections, tests, disconnections, dates of service and outstanding work.

Date	Time	Zone	Event	Action	Completion date	Signature

Note: The annual inspection of the fire alarm system must be carried out by a competent service organisation and the certificate of test submitted in accordance with the recommendations of I.S. 3218: 2013

SECTION 8

8.1 Gas Installations

The following guidance is set out in Annex E of IS 820: 2010 and deals with safety inspections of existing non-domestic installations (**Any reference contained in text below is to IS 820:2010**).

General

Annex E sets out a method by which existing installations, already constructed and commissioned shall be inspected to ensure that it is safe for continued operation. The inspection shall be carried out by a competent person authorised to do so by the operator on an occasional basis or as part of a planned maintenance programme, see 10.2, or competent persons shall, on behalf of the gas supplier, carry out an inspection:

- in the immediate aftermath of a reported abnormal situation (see 10.3), or
- prior to re-supplying a premises or part thereof (see 10.7).

Scope of inspection

The following essentials to the safe use of gas and gas appliances shall be checked:

- Pipework: soundness of pipework, and visible condition of exposed sections; and
- Appliances: visual evidence of appropriate location, availability of sufficient combustion air and the existence of a connected effective flue, when required.

Required actions:

- 1 Should the inspection reveal an unsafe situation the installation shall be taken out of use or shall not be brought into use pending full rectification and the issuing of a declaration of conformance, see clause 9.
- 2 Should the inspection reveal aspects of the installation which do not conform to the requirements of this standard or which are otherwise found unsatisfactory but is deemed safe to operate then a Notification of Hazard shall be issued to the operator by the competent, authorised person conducting the inspection.
- 3 A specimen of a Notification of Hazard is contained in Annex D.3

Soundness test of an existing installation

When soundness testing an existing installation a fitness test as required in 7.1.4 is considered appropriate. Appliances or other parts of the installation, which can be shut down separately and secured in the closed position, may be isolated and the gas supply provided/restored to the remaining sections of the installation which prove to be sound.

Visual inspection of exposed pipework

There shall be no evidence of physical damage or mechanical failure. The integrity of the pipework shall not be threatened by corrosion.

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Appliance location

A visual check shall establish that the appliance is located in accordance with manufacturers recommendations, with the requirements of this Standard and, bearing in mind site conditions, a location where it can be operated safely.

Combustion air

A visual inspection/ measurement shall establish that sufficient combustion air is permanently available to the appliance in accordance with manufacturer's recommendations. Where there is doubt about the adequacy of the permanent supply of combustion air, reference shall be made to 11.7 of this Standard.

Adequacy of connected flue

Atmospheric flues, with the appliance operating or with the introduction of an available alternative heat source, shall be checked by appropriate means to establish that a positive up draft is available and there is no noticeable spillage from the appliance.

Flues which operate with forced or assisted draft shall be checked to establish that the appliance served can not be operated in the event of fan failure/non-availability.

When reasonably practical, flues shall be visually inspected to establish the absence of corrosion, damage or other deterioration which might affect the structure or integrity of the flue.

Where reasonably practical, the flue terminal shall be inspected to confirm that it is correctly located and the opening is not obstructed and is free from combustible material.

Schedule of Periodic Inspection, Testing & Servicing Due Dates for Gas Installations

Date Inspection/Test was carried out	Name of Person responsible for carrying out Inspection/Test	Signature	Date next Inspection/Test is Due

SECTION 9

9.1 General Wiring

1. All new electrical installations or a major alterations or an extension to an existing installation shall, after completion, be inspected and tested by a competent person and a certificate of test be obtained verifying that the relevant requirements of the ETCI National Rules for Electrical Installations.

2. All existing installations shall be tested by a competent person in an appropriate manner at an interval determined by risk assessment having regard to the nature, location and use of the installation (but not greater than five years) and a report, conforming to Annex 62A of the ETCI National Rules for Electrical Installations, of the test be completed by the competent person carrying out the test. Any works required to make the installation safe for use detailed in this report shall be carried out and a new report be completed by a competent person.

Schedule of Periodic Inspection, Testing & Servicing Due Dates for General Wiring

Date Inspection/Test was carried out	Name of Person responsible for carrying out Inspection/Test	Signature	Date next Inspection/Test is Due

SECTION 10

10.1 Fire Hydrants

Fire hydrants should be inspected and maintained in accordance with B.S. 9990: 2015

Total Number of Fire Hydrants _____

Location of Fire Hydrants

Number	Location

Inspections of Fire Hydrants

Fire Hydrants should be inspected on a monthly basis to ensure that there are no obstructions impeding access, that hydrant indicator plates are in position, and that all valves are in the open position.

Date	No. of hydrants inspected	Inspected by	Details of faults and action taken

Note: The inspection of the fire hydrants must be carried out in accordance with B.S. 9990: 2015

SECTION 11

11.1 Fire Resisting Doors

INSPECTIONS OF FIRE DOORS

EVERY 6 MONTHS

An inspection should be made every six months to ascertain that:

- A fault recorded in the Fire Safety Register has been dealt with and the action noted;
- Every fire door closes properly and receiver engages;
- There are gaps no larger than 3 mm between the frame and doors or between meeting door leaves;
- The combined intumescent strip/cold smoke seal is fully intact on the top, sides and at meeting door leaves.

Date	Inspected by	Details of faults	Action taken

SECTION 12

12. 1 Furniture and Fittings

Inventory, suppliers, specifications and test specifications should be included in this section for bedding, upholstered furniture, curtains, drapes, blinds and floor covering.

Inspection of upholstered seating

Upholstered seating, particularly in the designated smoking area should be inspected regularly and any item which has its infill material exposed should be repaired or removed.

Date	Inspected by	Details of faults	Action taken

SECTION 13

13.1 General

Inspections or service reports including the details should be attached and recorded for the following:

- Any internal fire inspections, audits and reports
- Inspections by the local fire authority
- For any specific installation not mention in sections above
 - Compliance certificate
 - Details of routine inspections & testing
 - Details of any alterations
 - Details of servicing of appliances
 -

Date	Item inspected	Inspected by	Details of faults	Action taken

SECTION 14

14.1 Doors on Escape Routes

INSPECTIONS OF DOORS ON ESCAPE ROUTES

DAILY

An inspection should be made on every day that the building is to be used to ascertain that:

- Doors and gates on escape routes are easily and immediately openable,
- Every escape route is free of obstruction;

Date	Inspected by	Details of faults	Action taken

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INSPECTIONS OF DOORS ON ESCAPE ROUTES

Date	Inspected by	Details of faults	Action taken

FIRE SAFETY REGISTER

INSPECTIONS OF DOORS ON ESCAPE ROUTES

Date	Inspected by	Details of faults	Action taken

FIRE SAFETY REGISTER

INSPECTIONS OF DOORS ON ESCAPE ROUTES

Date	Inspected by	Details of faults	Action taken

REFERENCES

Guidance Documents:

- [Code of Practice for the Management of Fire Safety in Places of Assembly](#) (pdf, 99 kb)
- [Code of Practice for Fire Safety of Furnishings and Fittings in Places of Assembly\(1989\)](#)(pdf, 275 kb)
- [Code of Practice for Fire Safety and Indoor Concerts 1998](#) (pdf, 1,416 kb)
- [Additional information regarding the Code of Practice for Safety at Indoor Concerts 1998](#)(doc, 23 kb)
- [Guide to Fire Safety in Existing Nursing Homes and Similar Type Premises \(1996\)](#) (pdf, 216 kb)
- [Guide to Fire Safety in Flats, Bedsitters and Apartments\(1994\)](#) (pdf, 198 kb)
- [Guide To Fire in Guest Accommodation - Foreward](#) (pdf, 39 kb)
- [Guide to Fire Safety in Guest Accommodation - Main](#) (pdf, 188 kb)
- [Guide to Fire Precautions in Existing Hotels, Guesthouses and Similar Premises](#) (pdf, 606 kb)
- [Fire Safety in Gaeltacht Households Accommodating Foghlaimeoirí Gaeilge](#) (doc, 112 kb)
- [Fire Safety in Preschools\(1999\)](#) (xls, 94 kb)
- [Fire Safety in Hostels\(1998\) - Forward](#) (pdf, 17 kb)
- [Fire Safety in Hostels\(1998\) - Main](#) (xls, 136 kb)

All above link are available from

<http://www.environ.ie/en/Publications/Community/FireandEmergencyServices/>