

BLACKFORD HIGHLAND GAMES

FIRE RISK ASSESSMENT FOR USE AT OPEN AIR EVENTS

Fire Risk Assessment – Temporary Structures

In order to comply with relevant fire safety legislation, you MUST complete a Fire Risk Assessment of your unit/stall. The Risk Assessment needs to identify the fire hazards and persons at risk, you must endeavour to remove or reduce these risks and protect people from fire.

Failure to comply with this requirement may result in your unit being prohibited from use. You must be able to answer YES to the following questions. This signed and completed form must be maintained available for inspection by Fire and Rescue Service/Event Organiser/Council Officer at all times.

Event	Blackford Highland Games			
Unit Name & Location				
Date/Time	Start		Finish	
Unit Details	Person in Charge			
	Type and use of structure			
	Maximum Occupancy	Staff		
		Public		Total

				Action/Comment
1	Is there an effective emergency plan for the venue?	Yes	No	
2	Are there sufficient competent people to manage the event?	Yes	No	
3	Is there means of controlling the occupancy numbers?	Yes	No	
4	Is there adequate provision of warning in case of fire?	Yes	No	
5	Are suitable fire exits available? E.g. Do they open in the direction of escape?	Yes	No	
6	Are there adequate numbers of fire exits for occupancy numbers?	Yes	No	
7	Are the fire exits adequately indicated with correct signage?	Yes	No	
8	Are the internal escape routes clearly indicated?	Yes	No	
9	Are the escape routes clear from obstructions?	Yes	No	
10	Is adequate emergency lighting available?	Yes	No	
11	Have all ignition sources been identified?	Yes	No	
12	Are suitable control measures in place to reduce/control the ignition sources?	Yes	No	
13	Are LPG cylinders being used and/or stored at the venue? (If N/A go to 15)	Yes	No	
14	Are there suitable control measures in place for LPG?	Yes	No	
15	Is adequate and suitable firefighting equipment provided?	Yes	No	
16	Are staff trained to use firefighting equipment?	Yes	No	
17	Are the structural materials and decorations/hangings fire retardant?	Yes	No	
18	Is there suitable fire appliance access to the games park?	Yes	No	
19	Is there a minimum of 6m separation between structures?	Yes	No	

20	Are provisions in place to assist persons especially at risk? e.g. the disabled.	Yes	No	
21	Has the safety of young persons been considered?	Yes	No	
22	Has the possible effects of arson been considered? e.g. secure rubbish compound.	Yes	No	

If answer to any question is '**NO**', please detail below actions taken to remedy the situation.

Continue on separate sheet if necessary

Responsible Person: _____
Signature
Print Name
Date

Designation: _____

Company: _____

PLEASE NOTE: This document does not preclude you from prosecution or removal from the site should a subsequent inspection reveal unsatisfactory standards.