FIRE RISK ASSESSMENT & EVALUATION

Date: *January 2017*

Review date: *ongoing*

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| 1. Hazard (Electrical)
 | Satisfactory  |
| *Prevention/reduction/measures*  | Y/N | Action  |
| 1a. 3 yearly inspection by electrician of portable equipment  | N | *PAtesting to take place in 2017* |
| 1b. Quarterly firesafety checks/inspections  | Y |  March /June/September /December |
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| 1. Hazard (Arson)
 | Satisfactory  |
| *Prevention/reduction/measures*  | Y/N | Action  |
| 2a. Site users requested to remove hazardous materials/return to woodpile etc  | Y | *Update user agreement*  |
| 2b. External storage controlled  | Y |   |
| 2c. Appropriate storage of inflammable materials | Y |  |
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| 1. Hazard (Open Fires)
 | Satisfactory  |
| *Prevention/reduction/measures*  | Y/N | Action  |
| 3a. Altar fire based away from hazardous materials & buildings  | Y |  |
| 3b. Campsite area based away from building s | Y | *March /June/September /December* |
| 3c. Site visitors/workers/volunteers made aware of risk of open fires/hot works (where applicable) | Y | *Update user agreement*  |
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| 1. Hazard (Heating )
 | Satisfactory  |
| *Prevention/reduction/measures*  | Y/N | Action  |
| 4a. 3 yearly inspection by electrician of portable equipment  | N | *PAtesting to take place in 2017* |
| 4b. Heating to be unplugged when not in use  | Y |   |
| 4c. Combustibles located away from the heaters  | N | *Notices displayed*  |
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| 1. Hazard (Flammable liquids & gas)
 | Satisfactory  |
| *Prevention/reduction/measures*  | Y/N | Action  |
| 5a. Safe storage in designated inflammable cabinets  | Y |  |
| 5b. Written procedures & signage for safe use and handling  | N | *To be checked 2017* |
| 5c. Fire training for all management committee/site checkers  | N | *To be arranged*  |
| 5d. Quarterly firesafety checks/inspections  | Y |  March /June/September /December |

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| 1. Hazard (Cooking )
 | Satisfactory  |
| *Prevention/reduction/measures*  | Y/N | Action  |
| 6a. Cooker checked annually  | Y | *Due June 2017* |
| 6b. portable electrical kitchen equipment tested  | Y | *To be checked 2017* |
| 6c. kitchen equipment (electrical) cleaned out after use | Y | *User*  |
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| 1. Hazard (Miscellaneous )
 | Satisfactory  |
| *Prevention/reduction/measures*  | Y/N | Action  |
| 5a. No smoking permitted in the building  | Y |  |
| 5b. non-combustible furniture provided  | N | *To be checked 2017* |
| 5c. Combustible materials & waste removed by users | Y |  |
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Document created by G Simpson (2017)