



**NW**  
NORWOOD UK

Fire Safety Policy

## **Fire Safety Policy**

### **Introduction**

Norwood UK are aware that the Regulatory Reform [Fire Safety] Order 2005 amends or replaces 118 pieces of legislation, the most significant being the repeal of the Fire Precautions Act 1971 and the revocation of the Fire [Workplace] Regulations 1997. Due to the risk of fire and the serious consequences of fire, the following policy has been produced.

### **Objectives**

The objectives of this policy are:

- To safeguard all persons on the company premises from death or injury in the event of a fire or associated explosion.
- To minimise the risk of fire and to limit the spread of fire.
- To minimise the potential for fire to disrupt working practises, damage buildings and equipment and harm the environment.

### **Application**

This policy applies to all persons on the company premises and in particular to staff and managers who have a duty placed upon them to actively monitor the implementation of this policy whilst working on company property and places of work including commercial, industrial and railway infrastructures.

### **Policy**

The company will comply with the Regulatory Reform [Fire Safety] Order 2005 and all other current fire safety legislation and standards. The fire precaution standards and arrangements will be, as far as is practicable, at least as good as those required by statute.

The Company will ensure:

- That adequate means of escape in case of fire exist for all persons on all company premises.
- That all means of escape are correctly maintained, kept free from obstruction and available for safe and effective use at all times.
- That the means of escape have adequate emergency lighting (in case of fire) which will be maintained in efficient working order.
- That adequate means of giving warning in case of fire exist and are maintained in efficient working order.
- That adequate means for fighting fire are present and are maintained in efficient working order.
- That appropriate instruction will be given to all persons on the company premises on evacuation procedures.
- That effective management procedure is in place to respond to and deal with the aftermath of a fire.
- That appropriate fire training is given to designated staff, which has an active role in the implementation of fire precautions.
- That all premises owned or occupied by the company are subjected to a fire risk assessment and that where risks are identified action is taken to implement appropriate control measures.
- Those measures are taken to protect buildings, installations and equipment from fire that are commensurate with the risks and are appropriate to the value of commercial importance of those assets.

## **Responsibilities**

The company Safety Health and Environment Manager is responsible for conducting fire risk assessments, providing advice, training, promulgating, monitoring and auditing the company Fire Safety Policy, standards and procedures.

Designated persons [Fire Marshals] are trained and have been given adequate instruction in the case of fire. They shall ensure that all local precautions and procedures are followed and that persons under their responsibility are given adequate instruction in the case of fire. Staff must comply with all instructions given to them in regard to fire safety and any other fire procedures as required.

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Staff must also report any observed shortcomings in fire precautions to the SHE Manager/ Fire Marshal.

Visitors must comply with all instructions given to them in regard to fire safety and any other fire procedures on arrival to the company premises.

Contractors working on behalf of, or on property owned by, the company must comply with the company Fire Safety Policy and obey all instructions given to them in regard to fire safety by authorised personnel. They must also ensure that all personnel for whom they are responsible are adequately trained and instructed in fire safety procedures and arrangements.

Signed for and on behalf of the company

A handwritten signature in blue ink, appearing to read 'Jo Shuttlewood'.

Jo Shuttlewood – HR Director