

Trade Stand Fire Risk Assessment

| Stand / area covered by this assessment: | |
|--|--|
| Name stand / area | |
| Size of stand | |
| Location (if known) | |
| Other relevant information | |
| Responsible Person | |
| Name(s) of risk assessor | |
| Date | |
| Signature | |
| Date | |

| 1. Hazards and sources of combustion - ✓ <i>as appropriate</i> | | |
|--|----------------------|-----------------------|
| Fire | Ignition sources | Arson |
| Smoke | Flammable materials | Open fires |
| Waste | Electrical equipment | Other (please detail) |
| Dusts | Furniture | |
| Chemicals | Fabrics | |
| Fuels | Blocked fire exits | |
| 2. People at risk- ✓ <i>as appropriate</i> | | |
| Staff | Volunteers | |
| Guests / visitors | Contractors | |

Trade Stand Fire Risk Assessment

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|--------|
| Others |
| |

| | | | |
|---|---|--------------------------------------|---|
| 3. Control measures in place | ✓ | | ✓ |
| Fire fighting equipment – e.g. extinguishers / fire blankets. <i>Recommended for all stands, mandatory for any stand cooking or using hot processes</i> | | Fire exits | |
| | | Training for staff in fire awareness | |
| | | Electrical appliance testing | |
| | | | |
| | | | |

Fire Risk Assessment Checklist

| | Question | Yes | No | N/A | Controls / Comments |
|------------------------|---|-----|----|-----|---------------------|
| Sources of fuel | | | | | |
| 1 | Are combustible materials and flammable liquids or gases kept on the stand? | | | | |
| 2 | Are all combustible materials and flammable gases stored safely? | | | | |
| 3 | If using LPG, are all hoses in good condition, in date and secured with crimped clips? | | | | |
| 4 | Is the stand kept free of rubbish and combustible waste materials? | | | | |
| 5 | Is any furniture in good condition and if upholstered, of fire retardant material? | | | | |
| Sources of heat | | | | | |
| 6 | Are all items of portable electrical equipment inspected regularly and fitted with correctly rated fuses? | | | | |

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|--------------------------------|---|--|--|--|--|
| 7 | Is the use of electrical extension leads and multipoint adaptors kept to a minimum? | | | | |
| 8 | Are flexes run in safe places, where they will not be damaged? | | | | |
| 9 | Is cooking carried out on the stand? | | | | |
| 10 | Does activity on the stand involve combustible materials or other processes that use heat? | | | | |
| People at risk | | | | | |
| 11 | Has consideration been given to the evacuation of persons who may be disabled vulnerable? | | | | |
| Means of escape | | | | | |
| 12 | Are there a sufficient number of exits of a suitable width for the people likely to be present? | | | | |
| 13 | Are they within the maximum recommended travel distances and signed correctly? | | | | |
| 14 | Are all gangways and escape routes free from obstructions and combustible materials? | | | | |
| 15 | Are the escape routes free from tripping and slipping hazards? | | | | |
| Fire fighting equipment | | | | | |
| 16 | Are an adequate number of suitable fire extinguishers in place? | | | | |
| 17 | Are the fire extinguishers and fire blankets located suitably and ready for use? | | | | |
| 18 | What date is the next service of fire-fighting equipment due? | | | | |



Trade Stand Fire Risk Assessment

Fire safety administration

| | | | | | |
|----|---|--|--|--|--|
| 19 | Have all members of staff and volunteers been trained in what to do in the event of a fire, fire awareness and use of fire extinguishers? | | | | |
|----|---|--|--|--|--|

Notes

A large, empty rectangular box intended for handwritten notes.