



## Fire Risk Assessment - Food Concessions

**This signed and completed form must be maintained available for inspection by the Fire & Rescue Service/ Event Organiser/ Council Officers at all times. Please retain for your records. A copy does not need to be sent to CFOA.**

Name of Unit / Stall	<input type="text"/>
Contact No. on site	<input type="text"/>
Location on site	<input type="text"/>

**In order to comply with the Regulatory Reform (Fire Safety) Order 2005, you MUST complete a Fire Risk Assessment of your stall or unit. The Risk Assessment needs to identify the fire hazards and persons at risk, you must endeavour to remove or reduce these risks.**

**Failure to comply with this requirement will result in you being removed from the site. You must be able to answer YES to the following questions.**

You must undertake a Fire Risk Assessment for your unit, which must be suitable for the circumstances.

You do not need to use this form, and may use another method if you wish, however, this form is considered to be suitable for most standard food units where customers do not enter the unit

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|--|------------------------------|-----------------------------|
| 1. Do you have an inspection / gas safety certificate for the appliances and pipe work? <i>(copy to be available for inspection)</i>                     | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Are cooking appliances fixed securely on a firm non-combustible heat insulating base and surrounded by shields of similar material on three sides?    | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Are the shields providing an adequate and effective barrier of at least 600 mm between the heat source and any combustible material?                  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Have you taken care to ensure that no combustible materials can be blown against, or fall onto the apparatus?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Are the LPG cylinders kept outside, or within a specific ventilated unit, secured in the upright position and out of the reach of the general public? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Do you ensure that only those cylinders in use and a single spare cylinder are kept at your unit / stall?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. Are the gas cylinders readily accessible to enable easy isolation in case of an emergency?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

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|-----|--|-----|----|
| 8.  | Are the cylinders located away from entrances, emergency exits and circulation areas?  | Yes | No |
| 9.  | Do you ensure that gas supplied is isolated at the cylinder, as well as the appliance when the apparatus is not in use and appliances are fitted with full flame safety devices on all burners that are not readily visible? | Yes | No |
| 10. | Do you ensure replacement cylinders are fitted in the open air away from the sources of ignition?  | Yes | No |
| 11. | Is a member of staff appropriately trained in the safe use of LPG present in the unit at all times?  | Yes | No |
| 12. | Are the structure, roofing, walls and fittings of your stall or unit flame retardant?<br><i>(Certificates may be required)</i>   | Yes | No |
| 13. | Where necessary, are there sufficient directional signs indicating the appropriate escape route and do they comply with current regulations?   | Yes | No |
| 14. | Are the exits maintained available, unobstructed, and unlocked at all times the unit is in use.  | Yes | No |
| 15. | If you intend to trade during the hours of darkness, do you have sufficient lighting inside and outside your unit?   | Yes | No |
| 16. | If the normal lighting failed would the occupants be able to make a safe exit?<br><i>(Consider back up lighting)</i>   | Yes | No |
| 17. | Do you have an adequate number of fire extinguishers/fire blankets available in prominent positions and easily available for use?  | Yes | No |
| 18. | Has the fire-fighting equipment been tested within the last 12 months?   | Yes | No |
| 19. | Have your staff been instructed on how to operate fire-fighting equipment?   | Yes | No |
| 20. | Have your staff been made aware of what to do should an incident occur, how to raise the alarm, evacuate and the exit locations?   | Yes | No |
| 21. | Are you aware that petrol generators are not permitted on site?  | Yes | No |
| 22. | Have you identified all ignition sources and ensured that they are kept away from combustible materials?   | Yes | No |
| 23. | Have you identified combustible materials that could promote fire spread beyond the point of ignition such as paper/cardboard, bottled LPG, etc. and reduced the risk of them being involved in an incident?                 | Yes | No |
| 24. | Do you have sufficient refuse bins, and do you ensure that all refuse is disposed of correctly, out of reach of the public?  | Yes | No |

25. If any staff sleep in the stall is there a working smoke detector and a clear exit route at night?

*Note : Persons should not be allowed to sleep within a high risk area.*

Yes	No
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**If the answer to any of the above questions is "NO",  
Please detail the actions you have taken to remedy the situation.**

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**Stallholder /  
Responsible Person :**

.....  
Signature

.....  
Print Name

.....  
Date

**Designation :**

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**Company :**

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***PLEASE NOTE***

*THIS DOCUMENT DOES NOT PRECLUDE YOU FROM POSSIBLE PROSECUTION*

*OR REMOVAL FROM THE SITE BY THE ORGANISERS*

*SHOULD A SUBSEQUENT INSPECTION REVEAL UNSATISFACTORY STANDARDS.*