

RISK ASSESSMENT – TRA009


Subject of Assessment	Fire, Fire escape and evacuation		
Task/Activity	Fire, Fire escape and evacuation		
Assessor	Matthew Lewis / Gaynor Parker	Location of Assessment	Various

Risk Rating Matrix (RR)					Likelihood (L)
	Very unlikely to occur	Unlikely	Reasonably likely to occur (Medium)	Likely	Very Likely to occur (high)
Severity (S)					
Fatality; major injury or illness causing long term disability (High)	5	10	15	20	25
Major – more than 3 days	4	8	12	16	20
Injury or illness causing short term disability – less than 3 days	3	6	9	12	15
Minor- needing first aid	2	4	6	8	10
Other injury or illness (Low)	1	2	3	4	5

Ref	Hazards	Who is at risk?	Controls in place	L	S	RR	Adequately controlled?
1	No evacuation	Staff	Staff familiar with means of escape and evacuation and to report immediately if escape routes are blocked or inaccessible. Do not re-enter building.	1	5	5	Y
2	No Alarm	Staff	Staff to know how and where to raise the alarm in the event of a fire	1	5	5	y

Ref	Hazards	Who is at risk?	Controls in place	L	S	RR	Adequately controlled?
3	Lack of information and training	Staff	Staff to follow the emergency response plan which they are introduced to on induction together with where the assembly area is.	1	5	5	Y
4	Blocked access	Staff	Staff to ensure that rubbish and equipment does not block fire exits (includes parking vehicle next to escape routes)	1	5	5	Y
5	Potential fire	Staff	Staff to report to site manager or Office anything that may appear to be a fire risk.	1	4	4	Y
6	Equipment	Staff	Staff to make sure all faulty cleaning equipment is reported, when equipment used to follow risk assessments (do not leave machines switched on and store in safe location)	1	3	3	Y
7	Lifts	Staff	Do not use any lift following the discovery of a fire or upon hearing the fire alarm.	1	5	5	Y

Hazard Ref	Additional control	Assigned to	Date Completed	L	S	RR
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Date of Assessment	14/03/2019	Signature	
Review date	14/03/2020		