

British Orienteering

JK 2014 Fire Risk Assessment

<u>Hazard</u>	<u>Person at risk</u>	<u>Risk level</u>	<u>Measures to reduce risk</u>	<u>New risk level acceptable</u>	<u>Person responsible</u>
Event tents e.g. download tent	All	Low	<ol style="list-style-type: none"> 1. Fire retardant fabric tent. 2. More than 1 open exit. 3. Helpers briefed on fire drill (see Note 4) 4. In case of fire notify Fire and Rescue Services (F&RS) and Organiser at once. 	Yes	<ol style="list-style-type: none"> 1. Equipment officer 2. Team Leader. 3. Team Leader 4. Team Leader
Electrical equipment e.g. computers	All	Low	<ol style="list-style-type: none"> 1. More than one open exit in fire retardant fabric tent. 2. Helpers briefed on fire drill (see Note 4). 3. In case of fire notify F&RS and Organiser at once. 4. Portable equipment PAT tested before event, using risk based approach in HSE Guidance document INDG 263 	Yes	<ol style="list-style-type: none"> 1. Team Leader and Equipment Officer 2. Team Leader 3. Team Leader 4. Team Leader
Generators and fuel cans	All	Low	<ol style="list-style-type: none"> 1. Generators placed at least 2m from tents and taped off. 2. Fuel in correct cans. 3. Fuel cans stored safely 2m away from generator and tent. 4. Helpers briefed on fire drill & correct of refuelling generators (see Note 4). 5. In case of fire notify F&RS and Organiser at once. 6. In date multipurpose (ABC) fire extinguishers to be provided 	Yes	<ol style="list-style-type: none"> 1. Team Leader 2. Team Leader 3. Team Leader 4. Team Leader 5. Team Leader 6. Safety Officer
Car Park	All	Low	<ol style="list-style-type: none"> 1. Car park helpers briefed to be fire alert. 2. Helpers briefed on fire drill e.g. keep everyone well away 3. Leaving a sensible distance between cars/vans etc will greatly reduce the risk of fire spreading 	Yes	<ol style="list-style-type: none"> 1. Team Leader 2. Team Leader 3. Car park marshals

Car Park (cont.)			4. In case of fire notify F&RS and Organiser at once		4. Team Leader
Traders	All	Low	1. Traders' tentage should be fire retardant. 2. Generators placed at least 2m from trading platform. 3. Generators taped off. 4. Fuel cans stored 2 metres from generator. 5. Traders to have own in date fire extinguishers.	Yes	1. Safety Officer/JK coordinator 2. Organiser/Traders 3. Organiser/Traders 4. Organiser/Traders 5. Safety Officer/JK coordinator

Key

In column two 'Person at risk' is: 'All' = competitors, helpers, public.

Important notes

1. According to the Regulatory Reform (Fire Safety) Order 2005, there is a legal requirement to make a suitable and sufficient fire risk assessment at all outdoor events. All persons must be able to escape safely from a tent or enclosure in the event of a fire. General, reasonable fire precautions are required to ensure that the tents including outside areas and exits are safe.
2. This Fire Risk Assessment shall be read together with the Fire Incident Action Guidelines JK 2014 (Annex M) and PAT testing guidance document (Annex tbc).
3. The Race Day Manager (RDM) is the organiser.
4. Fire drill is outlined in Fire Incident Action Guidelines JK 2014.

Assessed by: Katy Dyer BOK

Role: Safety Officer JK 2014

Date: 6 November 2013