

Appendix 1 - Glossary of Fire Safety Terms

Approved Document B (ADB) is defined as:

Guidance issued by Government in support of the fire safety aspects of the building regulations.

Automatic Fire Detection System is defined as:

A means of automatically detecting the products of a fire and sending a signal to a fire warning system. See 'Fire Warning'.

Class 0, 1 Or 3 Surface Spread of Flame is defined as:

Classes of surface spread of flame for materials needed to line the walls and ceilings of escape routes.

Compartment Wall and/or Floor is defined as:

A fire-resisting wall or floor that separates one fire compartment from another.

Competent Person is defined as:

A person with enough training and experience or knowledge and other qualities to enable them properly to assist in undertaking the preventive and protective measures.

Domestic Premises is defined as:

Premises occupied as a private dwelling, excluding those areas used in common by the occupants of more than one such dwelling.

Emergency Escape Lighting is defined as:

Lighting provided to illuminate escape routes that will function if the normal lighting falls.

Enforcing Authority is defined as:

The Fire and Rescue Authority or any other authority specified in Article 25 of the Regulatory Reform (Fire Safety) Order 2005.

Escape Route is defined as:

Route forming that part of the means of escape from any point in the premises to a final exit.

Final Exit is defined as:

An exit from a building where people can continue to disperse in safety and where they are no longer in danger from fire and/or smoke.

Fire Compartment is defined as:

A building, or part of a building, constructed to prevent the spread of fire to or from another part of the same building or an adjoining building.

Fire Door is defined as:

A door or shutter, together with its frame and furniture, provided for the passage of people, air or goods which, when closed, is intended to restrict the passage of fire and/or smoke to a predictable level of performance.

Fire Resistance is defined as:

The ability of a component or construction of a building to satisfy, for a stated period of time, some or all of the appropriate criteria of relevant standards. (Generally described as 30 minutes fire-resisting or 60 minutes fire-resisting) See BS EN 1363-1, BS 476-7 and associated standards for further information.

What Is A Fire Risk Assessment?

A Fire Risk Assessment is an organised and methodical look at your premises, the activities carried on there and the likelihood that a fire could start and cause harm to those in and around the premises.

The aims of the fire risk assessment are:

- To identify the fire hazards.
- To reduce the risk of those hazards causing harm to as low as reasonably practicable.
- To decide what physical fire precautions and management arrangements are necessary to ensure the safety of people in your premises if a fire does start.

The term 'where necessary' (see Regulatory Reform Section Above) is used in the Order, therefore when deciding what fire precautions and management arrangements are necessary you will need to take account of this definition.

The terms 'hazard' and 'risk' are used throughout this guide and it is important that you have a clear understanding of how these should be used.

- **Hazard:** anything that has the potential to cause harm.
- **Risk:** the chance of that harm occurring.

If your organisation employs five or more people or your premises are licensed or an alteration notice requiring it is in force, then the significant findings of the Fire Risk Assessment, the actions to be taken as a result of the assessment and details of anyone especially at risk **must** be recorded. You will probably find it helpful to

keep a record of the significant findings of your fire risk assessment even if you are not required to do so.

Regulatory Reform (Fire Safety) Order 2005

The above Fire Safety Order covers general fire precautions and other fire safety duties which are needed to protect 'relevant persons' in case of fire. The order requires fire precautions to be put in place 'where necessary' and to the extent that it is reasonable and practicable.

Responsibility for complying with the Order rests with the 'responsible person'. In a work place this is principally the employer and then any other person who may have control of any part of the premises, e.g. the occupier or owner. In all other premises the person or people in control will be responsible

The responsible person must carry out a fire risk assessment which must focus on the safety in case of fire of all relevant persons. It should pay particular attention to those at special risk and must include consideration of any dangerous substance likely to be on the premises. The risk assessment will help identify risks that can be removed or reduced and to decide the extent of the general fire precautions necessary. If 5 or more are employed (or a license is in force for the premises) then the significant findings of the risk assessment must be recorded.

Fire Warning System is defined as:

A means of alerting people to the existence of a fire. (See 'Automatic fire detection system'.)

Means of Escape is defined as:

Route(s) provided to ensure safe egress from the premises or other locations to a place of total safety.

Protected Stairway is defined as:

A stairway which is adequately protected from the rest of the building by fire-resisting construction.

Protected Route is defined as:

An escape route which is adequately protected from the rest of the building by a fire-resisting construction.

The 'responsible person' is defined by article 3 of the Order as:

- a. In relation to a workplace, the employer, if the workplace is to any extent under his control.

- b. In relation to any premises not falling within paragraph (a)
 - i. The person who has control of the premises (as occupier or otherwise) in connection with the carrying on by him of a trade, business or other undertaking (for profit or not)
 - ii. The owner, where the person in control of the premises does not have control in connection with the carrying on by that person of a trade, business or other undertaking.

Smoke Alarm is defined as:

- c. Device contained within one housing all the components, except possibly the energy source, for detecting smoke and giving an audible alarm.
- d. Travel Distance is defined as:**
- e. The actual distance to be travelled by a person from any point within the floor area to the nearest storey exit or final exit, having regard to the layout of walls, partitions and fixings.