



## **FIRE SAFETY MANAGEMENT POLICY**

A Risk Assessment will be carried out on an annual basis to identify any risks to health and safety of employees in case of fire, for the purpose of identifying:-

- i) the size, location and number of emergency routes and exits
- ii) the type, location and number of fire-fighting equipment
- iii) the type of fire detection and fire warning equipment
- iv) the location of any emergency lighting
- v) the location of any fire safety signs
- vi) the measures to be taken for fire-fighting and the procedure to be followed in case of fire
- vii) the number of employees that need to be nominated, trained and equipped to implement the procedures to be taken in case of fire

which may reasonably be required to safeguard the safety of employees in case of fire.

The Risk Assessments identifying the measures to be taken in order to safeguard the safety of employees in case of fire will be recorded and made available for inspection, if requested by an Officer of the Fire Authority.

Fire extinguishers will be serviced on an annual basis.

Fire detection and fire warning equipment will be serviced twice a year and results recorded.

This policy will be reviewed on an annual basis.

Reviewed and approved 22nd May 2023

Signed .....

Cllr C Phillips – Chairman of the Council