

# Dorset Summer Show 2021

## Trade Stand Fire Risk Assessment

<b>Stand / area covered by this assessment:</b>	
<b>Name stand / area</b>	
<b>Size of stand</b>	
<b>Location (if known)</b>	
<b>Other relevant information</b>	
<b>Responsible Person</b>	
<b>Name(s) of risk assessor</b>	
<b>Date</b>	
<b>Signature</b>	
<b>Date</b>	

<b>1. Hazards and sources of combustion - ✓ as appropriate</b>		
<b>Fire</b>	<b>Ignition sources</b>	<b>Arson</b>
<b>Smoke</b>	<b>Flammable materials</b>	<b>Open fires</b>
<b>Waste</b>	<b>Electrical equipment</b>	<b>Other (please detail)</b>
<b>Dusts</b>	<b>Furniture</b>	
<b>Chemicals</b>	<b>Fabrics</b>	
<b>Fuels</b>	<b>Blocked fire exits</b>	
<b>2. People at risk- ✓ as appropriate</b>		
<b>Staff</b>	<b>Volunteers</b>	
<b>Guests / visitors</b>	<b>Contractors</b>	
<b>Others</b>		

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<b>3. Control measures in place</b>	✓		✓
<b>Fire fighting equipment – e.g. extinguishers / fire blankets.</b>  <i>Recommended for all stands, mandatory for any stand cooking or using hot processes</i>		<b>Fire exits</b>	
		<b>Training for staff in fire awareness</b>	
		<b>Electrical appliance testing</b>	

### Fire Risk Assessment Checklist

	Question	Yes	No	N/A	Controls / Comments
<b>Sources of fuel</b>					
1	Are combustible materials and flammable liquids or gases kept on the stand?				
2	Are all combustible materials and flammable gases stored safely?				
3	If using LPG, are all hoses in good condition, in date and secured with crimped clips?				
4	Is the stand kept free of rubbish and combustible waste materials?				
5	Is any furniture in good condition and if upholstered, of fire retardant material?				
<b>Sources of heat</b>					
6	Are all items of portable electrical equipment inspected regularly and fitted with correctly rated fuses?				
7	Is the use of electrical extension leads and multipoint adaptors kept to a minimum?				
8	Are flexes run in safe places, where they will not be damaged?				

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9	Is cooking carried out on the stand?				
10	Does activity on the stand involve combustible materials or other processes that use heat?				
<b>People at risk</b>					
11	Has consideration been given to the evacuation of persons who may be disabled vulnerable?				
<b>Means of escape</b>					
12	Are there a sufficient number of exits of a suitable width for the people likely to be present?				
13	Are they within the maximum recommended travel distances and signed correctly?				
14	Are all gangways and escape routes free from obstructions and combustible materials?				
15	Are the escape routes free from tripping and slipping hazards?				
<b>Fire fighting equipment</b>					
16	Are an adequate number of suitable fire extinguishers in place?				
17	Are the fire extinguishers and fire blankets located suitably and ready for use?				
18	What date is the next service of fire-fighting equipment due?				
<b>Fire safety administration</b>					
19	Have all members of staff and volunteers been trained in what to do in the event of a fire, fire awareness and use of fire extinguishers?				

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Notes