

Dorset Winter Show 2021

Trade Stand Fire Risk Assessment

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

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

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

Fire Risk Assessment Checklist

	Question	Yes	No	N/A	Controls / Comments
Sources of fuel					
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?				
Sources of heat					
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?				
People at risk					
11	Has consideration been given to the evacuation of persons who may be disabled vulnerable?				
Means of escape					
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?				
Fire fighting equipment					
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?				
Fire safety administration					
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