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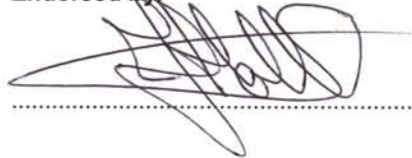
Ref:	NR/L3/FIR/107
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Level 3

Fire safety – Fire risk assessment

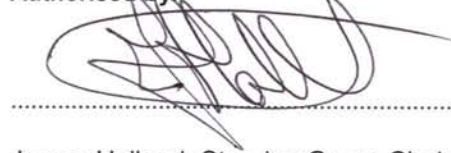
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Issue	Date	Comments
1	April 2005	This procedure has been taken out of existing codes of practice and is issued as a business process document Section 5.1.4 added to cover emergency plan.
2	August 2006	Minor amendments to risk assessment process to align with other Network Rail risk assessments and the Regulatory Reform (Fire Safety) Order 2005 and additional guidance on assessing the business disruption risk.
3	September 2010	Amended to include Dangerous and Explosive Atmosphere Regulations 2002 and change to Level 3 Standard

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors if applicable from 4 December 2010.

When this standard is implemented, it is permissible for all projects that have formally completed GRIP Stage 4 to continue to comply with the Issue of any relevant Network Rail Standards current when GRIP Stage 4 was reached and not to comply with requirements contained herein, unless the designated Standard Owner has stipulated otherwise in the accompanying Briefing Note.

Reference documentation

NR/L1/FIR/100	Fire Safety Policy
SI 2005 / 1541	The Regulatory Reform (Fire Safety Order) 2005
	Fire (Scotland) Act 2005
Scot SI 2006: 456	Fire Safety Scotland Regulations 2006
NR/L3/FIR/107/F006	Fire Risk Assessment Form
NR/L3/FIR/107/F007	DSEAR Risk Assessment Form

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Ref:	NR/L3/FIR/107
Issue:	3
Date:	04 September 2010
Compliance date:	04 December 2010

Contents

1 Purpose	4
2 Scope	4
3 Roles and responsibilities	4
4 Definitions	4
5 Risk Assessment	4
Appendix A - Worked example Number 1.	19
Appendix B - Flammable and Explosive Materials & Atmospheres	20

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Ref:	NR/L3/FIR/107
Issue:	3
Date:	04 September 2010
Compliance date:	04 December 2010

1 Purpose

This Standard details the procedure to be taken by the Person Responsible for Fire Safety (PRFS) when undertaking fire risk assessments within Network Rail premises.

2 Scope

The duties and responsibilities contained in the standard relates to all those premises which require a fire risk assessment to be undertaken.

3 Roles and responsibilities

The PRFS shall undertake a fire risk assessment for the staffed and un-staffed premises they are responsible for

4 Definitions

Hazard Something with the potential to cause harm.

NOTE In this context something that may cause a fire i.e. a source of ignition

Risk The combination of the probability of occurrence of harm arising from a hazard and the consequence of that harm to people or business

5 Risk Assessment

5.1 General

The fire risk assessment process shall be continuous with reviews conducted, when changes are proposed, after change is implemented and at least annually for all premises.

The fire risk assessment shall take into account any Dangerous Substances and Explosive Atmospheres that may be found in the workplace.

A fire risk assessment is site specific and shall be carried out prior to work commencing on any worksites. This can be carried out using work activity risk assessments, method statements and safe systems of work.

NOTE 1 A fire risk assessment is a suitable and sufficient assessment of what could cause a fire and the consequences of that fire.

NOTE 2 The purpose of fire risk assessment is to enable decisions to be made on priority of action and the actions themselves.

5.2 Introduction to Fire Risk Assessment

In quantifying the risk the fire risk assessment shall consider:

- a) The presence of a hazard
- b) Probability of a fire starting
- c) Consequences of the fire - for people
- for business disruption

Ref:	NR/L3/FIR/107
Issue:	3
Date:	04 September 2010
Compliance date:	04 December 2010

5.2.1 The principles of fire risk assessment:

- a) It is a starting point for action - not an objective in themselves,
- b) It shall not set out to justify existing arrangements,
- c) The effort shall be proportionate to the risks involved

5.2.2 Above all fire risk assessment shall:

- a) be systematic
- b) involve management
- c) involve workers or their representatives
- d) be currently valid

The important thing is that the fire risk assessment shall be both practical and systematic so that every part of the workplace is examined. Every room, space or area in the building, especially those not often used, shall be included. The assessment shall not be over complicated; look for the common causes of fire, the hazards, some of which are listed below.

- a) Naked flames.
- b) Cooking.
- c) Smoking materials.
- d) Lack of care when using heat or heat producing equipment.
- e) Poorly maintained electrical equipment.
- f) Overloaded electric circuits or inadequate protection by fuses or other devices.
- g) Electrical equipment left switched on when not in use (unless it is designed to be permanently connected).
- h) Fixed and portable heaters.
- i) Obstructing the ventilation of heaters, machinery, electrical appliances including office equipment.
- j) Hot processes (welding or grinding)
- k) Arson.

This list is by no means exhaustive.

5.3 Background Information on Assessing the Risk of Fire

5.3.1 Dangerous Substances and Explosive Atmosphere Regulations

The Dangerous Substances and Explosive Atmospheres Regulations (DSEAR) are concerned with protection against risks from fire, explosion and similar events arising from dangerous substances used or stored in the workplace. They set minimum requirements for the protection of workers from fire and explosion risk related to dangerous and potentially explosive atmospheres. The key requirements of DSEAR are that these risks are assessed and eliminated or reduced. The DSEAR risk assessment shall be recorded on NR/L3/FIR/107/F007 and shall form part of the fire safety risk assessment.

Ref:	NR/L3/FIR/107
Issue:	3
Date:	04 September 2010
Compliance date:	04 December 2010

NOTE Proper control and management of the storage and use of highly flammable liquids/gases and other combustible materials is essential to reduce the probability of a fire starting and to reduce the chances of a fire spreading.

5.3.2 Building Structure.

- a) Lack of or damage to fire-resisting compartments;
- b) Fire doors wedged open;
- c) Poor housekeeping and waste management;
- d) Vertical or horizontal openings through which fire can spread, e.g. a goods lift, service ducting, conveyor belts, stairways, false ceilings and voids;
- e) Areas where explosive or highly flammable materials are stored or used;
- f) Refuse chambers and waste disposal areas.
- g) Workshops using highly flammable liquids e.g. Paint spraying;

5.3.3 Heat Producing Materials

- a) Processes involving the use of naked flame, or producing excessive heat;
- b) Areas which store or use different chemicals which may react violently or give off flammable gas or vapours;
- c) Large kitchens associated with restaurants (public or staff);
- d) Heating systems and their fuel storage areas;

5.3.4 People

This includes employees, visitors, or members of the public. Everyone resorting to the premises/building and shall include persons considered to be specifically at risk

- a) Individuals or small groups of persons working in remote parts of the building such as basements, roof spaces, mezzanine levels etc.
- b) Large numbers of persons present, relative to the size of the building
- c) Young children, the elderly, or people with temporary or permanent disabilities.

5.4 Fire Safety Provisions

In premises occupied by Network Rail the following general fire safety provisions may be found:-

- a) Fire fighting equipment.
- b) A means of raising the alarm of fire, which will be audible throughout the building.
- c) Fire resisting doors, walls and partitions in corridors stairs and passageways providing protection to the fire exit routes.
- d) Fire notices e.g. "Fire Exit", "Fire Door-Keep Shut", "Fire Action", "Push Bar to Open" etc.
- e) Alternative means of escape.
- f) Most employees will have undertaken some Fire Safety Training.