**Fire Risk Assessment**

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| Fire Risk Assessment of: | The Service Workshop. |
| Report Completed By: | Richard Gay  |
| Date: | 3rd January 2013 |

**Introduction**

**I have carried out a Fire Risk Assessment of the above area within Plastica Ltd on the above date and I draw your attention to the results detailed below.**

**This part of the factory was built in 1988 consisting of the last 2 bays of the existing 4 bay factory, plus the office block. It is traditional brick and block build, with a metal cladding attached to a metal framework. The ground floor is reinforced with the new Service Workshop sited on the ground floor below the mezzanine floor at the far end of the warehouse in bay 4.**

**The workshop measures 30 feet x 15 feet and is of wood construction.**

**Summary of significant Hazards.**

**Small quantities of glues and chemicals.**

**Some combustible materials**

**People Affected**

**All staff working in the warehouse.**

**Preventative Measures**

**1 Turn as much electrical equipment as possible off at night.**

**2 Store all glues and chemicals safely.**

**3 Keep all working areas tidy. All waste paper into bins provided and empty regularly.**

**Protective measures**

**An automatic fire detection system is likely to provide early warning of a fire developing and permit early intervention.**

**Fire extinguishers are provided to allow early intervention by staff trained to use this equipment.**

**Measures to allow Evacuation**

**The automatic Fire Alarm System should allow early warning to facilitate early evacuation.**

**The workshop has all the emergency lighting and illuminated signage required.**

**Recommended Actions to Be Implemented by Directors**

**1 Ensure glues and chemicals are stored correctly.**

**2 Ensure area is kept tidy.**

**Recommended Timescales To Implement Aforementioned Actions.**

**1 ASAP**

**2 ASAP**

**Conclusion**

This workshop does not have staff working in it full time and is generally kept clean and tidy.

Completed by: Richard Gay

Signed: …………………………………………………… Date: ………………………………….

Viewed By Edward Campbell-Salmon

Signed: …………………………………………………… Date: ………………………………….

Viewed By: Ian A Warne

Signed: …………………………………………………… Date: ………………………………….