

Teesside University
Risk Assessment Record
As required by the Health and Safety at Work Regulations 1999

Task/Activity: Fire Risk Assessment – ATMOS - Darlington

Department: Health & Safety

Date: April 2024 **Assessment carried out by:** Lynn Smith, Snr H&S Adviser & Steven Westcough Head of Health, Safety & Wellbeing

Who is at Risk? Staff, students, contractors and visitors

Use of Building: Staff offices, teaching space, mock hospital/medical wards catering facility on ground floor (currently not utilised)
No of Floors: 5 (4 & ground)

HAZARD	RISK					CONTROL MEASURES	Residual Risk T. L. M. H. I.
Identified Hazards	Probability. VL.L. M. H.	X	Hazard Effect L. M. H.	=	Risk Rating T. L. M. H. I.	Actions Taken to Reduce Risk	
Fire – sources of heat generation & ignition Building wiring Gas boiler Portable Appliances Catering Facility Smoking	M		H		H	Electrical wiring installation in accordance with British Standards and subject to 5-year testing. Gas boilers installed and serviced by Gas-Safe engineers. All portable appliances tested in accordance with University Electrical testing procedure. Catering facility equipment thermostatically controlled and	L


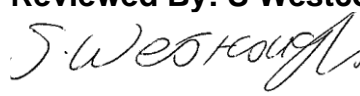
					<p>subject to individual risk assessments to control the risk of fire.</p> <p>Fire detection and means of warning systems in place and regular maintained.</p> <p>Firefighting equipment available and regularly maintained.</p> <p>TU campus is a smoke free campus and smoking is not permitted inside buildings or within the common outdoor areas.</p> <p>Only designated kitchens and tea-points permitted for use by staff</p>	
Fire – Storage of flammable, toxic or hazards equipment and materials	M		H		H <p>No toxic material stored in building.</p> <p>No hazardous equipment or materials housed in building.</p> <p>Good housekeeping practiced to reduce storage of flammable materials.</p> <p>Guidance on escape routes and permitted furniture and equipment in place</p> <p>Regular inspections of common areas undertaken by H & S team</p> <p>Regular inspections of building undertaken by departmental staff members</p> <p>Specific catering inspection undertaken</p> <p>Deficiencies identified as a result of inspections rectified and traceable log kept.</p>	L
Fire – High Value or Business Critical Assets	M		H		H <p>The server room are business critical assets in the building</p>	T

Fire – Injury to persons evacuating	M		H		H	Means of escape clearly defined. Signage meeting British Standards through-out building leading to defined muster points. Emergency lighting maintained and tested. Designated refuge points. Staff undergo mandatory fire compliance training. Students undergo induction training. Visitors receive information Fire drill carried out in each building annually. PEEP procedure available for staff and students. Trained fire marshals to assist with evacuations. Mandatory fire extinguisher for designated staff. Evac Chairs are available to support in the evacuation of those with mobility issues. There are University staff trained in the use of Evac chairs.	L
Fire – Fire brigade unfamiliarity causing delay in managing situation	L		H		M	Fire information documents in secure storage box in building for fire brigade to refer to including dry riser, fire hydrant provision and isolation points. Fire brigade familiarisation visits carried out periodically. Correspondence with fire brigade documented.	L
Fire – Arson and environmental factors	L		H		M	24-hour security staff on campus. Security officers and caretakers in attendance during working day CCTV systems in place. Fire emergency control room	L

						response procedure in place. Maintained fire detection systems in place. Lightning protection systems annually maintained.	
Fire – Contractors	L		H		M	Contractors supply risk assessments before undertaking activities on campus. Authorised contractors only allowed on campus. Permit to Work and Hot Works permit systems in place.	L
Fire – Failure of detection, warning or firefighting systems	M		H		H	AFD, sounders and extinguishers maintained annually to meet legislative compliance. Weekly fire alarm tests utilising manual call points. Emergency lighting tested and maintained Quarterly refuge checks.	L
Failure of means of escape egress	M		H		H	Quarterly check of final exit doors	L

FURTHER CONTROLS:

Control Measures in bold are documented in further detail in the Fire Safety Order folders
Fire risk assessment questionnaire carried out

<u>Probability Key:</u>	<u>Hazard Effect Key</u>	<u>Key:</u>	<u>Residual Risk</u>
Low = Low likelihood as a result of negligible potential sources of ignition Medium = Normal fire hazards for this type of occupancy High = Significant sources of ignition/fire hazards	Low = Outbreak of fire unlikely to result in serious injury or death Medium = Foreseeable injury of one or more occupants in the event of an outbreak of fire, but unlikely to cause multiple fatalities High = Significant potential for serious injury or death of one or more occupants.	L x L = T L x M = L L x H = M M x L = L M x M = M M x H = H H x L = M H x M = H H x H = I	Trivial & Low = Acceptable Risk Level Medium, High & Intolerable Risk Level = Additional actions required such as implementing Control Measures to reduce risk
<u>Overall Risk Rating for Building following control measures: LOW risk</u>			
At the time of producing this assessment, as far as I can reasonably foresee, the risks involved with this activity have been reduced as far as reasonably practicable. Author: Lynn Smith Snr H&S Adviser Date: Apr 2024 Signature:  Reviewed By: S Westcough Head of Health, Safety & Wellbeing Date: April 2024 Signature: 			<u>Review date:</u> April 2025

