

## IDENTIFY ANY SOURCES OF IGNITION, FUEL AND OXYGEN

Look carefully at how people could be harmed. When you work in a place every day it is easy to overlook some hazards. The following are typical examples of fire hazards you may identify. Remember **ignition sources** are sources of heat that can become hot enough to ignite material found in the premises. Anything that burns is a **source of fuel** for a fire. This applies to contents, fixtures and fittings, building structure and to wall and ceiling linings. How **ignition sources, sources of fuel and sources of oxygen** (usually present in the air around us) contribute to the spread of fire should be identified.

The following questions may be helpful in identifying fire hazards in your premises but it should be noted that the list is not intended to be exhaustive.

<b>3.1. Sources of ignition</b>	<b>Yes</b>	<b>No</b>
Do any work activities involve hot work such as incinerators, welding, flame cutting, cooking, the use of industrial ovens, heating appliances?		
Are radiant bar or open flame fires/heaters used?		
Are other heat sources such as light bulbs or lamps situated close to combustible materials?		
Are multi-point adaptors or trailing socket extension leads used in conjunction with electrical sockets and appliances?		
Are there any known faults in electrical circuits, fittings or appliances?		
Is there any evidence of smoking in the premises?		
Are candles or other naked flame sources used in the premises?		
Is there any evidence of 'near misses' such as burn/discolouration/scorch marks on walls or fittings such as electrical sockets/plugs?		
Are there any other potential ignition sources other than those identified above?		

<b>3.2. Sources of fuel and oxygen</b>	<b>YES</b>	<b>NO</b>
Are combustible materials such as clothing, paper, plastics, textiles, foam materials, upholstered furniture or other soft furnishing materials stocked or used in the premises?		
Does upholstered furniture within the premises comply with the Furniture and Furnishing (Fire Safety) Regulations 1988?		
Is any upholstered furniture damaged with internal filling exposed?		
Are there excessive amounts of loose papers or similar materials on notice boards or walls of escape routes?		
Are combustible materials stored in escape routes?		
Are there excessive quantities of waste materials from work processes particularly when finely divided such as shredded paper, wood shavings, off cuts and dust?		

Do the premises have any form of air conditioning, air handling or ventilation system that could provide additional air/oxygen to a fire?		
Other than normal openings are there other means to allow air/oxygen to enter the building such as holes in walls creating draughts?		
Are there any other potential ignition sources other than those identified above?		

<b>3.3. Details of any hazardous substances present</b>	<b>YES</b>	<b>NO</b>
Are any flammables such as white spirit, turpentine, methylated spirit, paraffin, petrol, adhesives, disposable cigarette lighters, cooking oils, chemical cleaners, plastics, video/film tape etc. stored or used on the premises?		
Are compressed gas cylinders e.g. oxygen, air, acetylene, stored or used in the premises?		
Are liquefied petroleum gas (LPG) cylinders e.g. butane, propane, stored or used in the premises?		

<b>3.4. Hazards from work processes</b>	<b>YES</b>	<b>NO</b>
Is there any work processes that has the potential to create a fire hazard.		

<b>3.5. Structural hazards:</b>	<b>YES</b>	<b>NO</b>
With the exception of normal decorative wallpapers are walls or ceilings, particularly on escape routes, covered with combustible materials such as carpet or polystyrene tiles, hardboard, chipboard, plastic sheet materials?		

<b>3.6. Potential for arson</b>	<b>YES</b>	<b>NO</b>
Could fire raising be a potential problem?		

If you have answered yes to any of the above and sources of fuel and oxygen have been identified, decide what measures are necessary to reduce or eliminate the fire risk and record the details. (FRA item 4)