Fire safety policy

[Company name]

[Company logo]

Effective from: [date]

Fire safety policy

Background

	•												
A.	_	pany name] is fully committed to ensure the health and safety of its employees, actors, clients ••••••••••••••••••••••••••••••••••••											
B.	-	e purpose of this policy is to ensure the safety from fire of all persons on our emises by effective planning, organisation, ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■											
C.	amer	This policy is made under the Regulatory Reform (Fire Safety) Order 2005 as mended by the Fire Safety Act 2021 and The Fire Safety (■ ■ ■) ■ ■ ■ 2022,											
D.	This	fire safety policy also forms part of our ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■											
1.	Prir	nciples											
	This	policy is intended to:											
	1.1.	check regularly fire detection and warning systems ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■											
	1.2.	record their finding and prepare an emergency plan;											
	1.3.	make arrangements to provide basic training to employees;											
	1.4.	review and update the fire risk assessment regularly;											
	1.5.	make special arrangements for people with mobility needs and											
2.	Poli	cy implementation											
	2.1.	Following persons will											
		[Name] will be responsible for											

	2.2.	Inform	ation on the	e policy will be:
		2.2.1]	at [Company name] premises ■ ■ ■ [■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■
			2.2.1.1	places of fire alarms;
			2.2.1.2	a clear passageway to all escape routes;
			2.2.1.3	clearly marked escape • • • • • • • • • • • • • • • • • • •
			2.2.1.4	emergency doors that open easily;
			2.2.1.5	emergency lighting where needed;
			2.2.1.6	a safe meeting point for staff.
		2.2.2	circulated	I to all staff;
		2.2.3	provided	to all new employees;
		2.2.4	[included	in the Health & Safety Policy]
		2.2.5	[included	in Human Resources policy]
	2.3.	Signs	will = = = =	
	2.4.	All em	ployees sh	ould inform the [= = = = =] = = = = = = = = = =
			• • • • • •	
3.	Fire	safet	y and e	vacuation procedure
	[Nam	e of con	npany] has	
	•••	••••		
	3.1.	part of	their induc	be given training, including actions to be taken by them, as tion into the Company. Refresher training
		••••	• • • • • •	[

[Name] will be responsible for...

[Name] will be responsible for...

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3.5.								•				•				•	 	•	•				•	•			•
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5.7.																											
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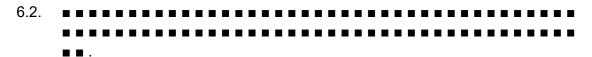
Em	oloyees' duties
4.1.	
4.2.	
Con	nmunication
5.1.	
5.2.	

4.

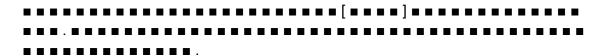
5.

6. Consultatio	n
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6.1.		
	■].	



7. Review of the policy



Signed: [signature]

Date: [date]

Explanatory notes:

Fire safety policy

General notes

1.	wheth	of the terms in this document will call for your careful consideration as to ner they accord with your actual preferred business procedures. If they do not,
2.	unde Safet	n employer, you are responsible for the fire safety in your business premises or the Regulatory Reform (Fire Safety) Order 2005 as amended by the Fire by Act 2021 and The Fire Safety (
	Thes	e regulations require that you must do ■ ■ ■ ■ ■ ■ ■ :
	2.1.	carry out a fire risk assessment
	2.2.	tell staff or their
	2.3.	put in place, and ■ ■ ■ ■ , ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■
	2.4.	plan for an emergency
	2.5.	provide staff information, fire safety instruction and training
	For d	etailed information and
	https:	://www.gov.uk/government/publications/making-your-premises-safe-from-fire
Par	agra	aph specific notes
	Net L	awman usually provides paragraph-specific notes. We have ■ ■ ■ ■ ■ ■ ■ ■ ■
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End of notes