

# ROSSE SYSTEMS

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## A GUIDE TO THE REGULATORY REFORM ORDER (FIRE SAFETY) 2005 (RRO)



**THE PURPOSE OF THIS DOCUMENT IS TO ENSURE THAT ALL OUR SERVICE CUSTOMERS AND BUSINESSES COMPLY WITH THE 'REGULATORY REFORM ORDER (FIRE SAFETY) 2005 (RRO)'**



## **GUIDANCE FROM THE HEALTH AND SAFETY COMMITTEE**

### **Fire Regulations and Enforcement – Overview**

The Regulatory Reform (Fire Safety) Order 2005 (RRO) in England and Wales is the biggest overhaul of fire safety legislation in decades. The proposed sweeping reform will affect employers and virtually all those responsible for non-domestic premises. This reform was approved by Parliament on 7 June 2005, and became law on 1 October 2006.

The aim of the reform is to simplify, rationalise and consolidate more than 70 sets of fire safety regulations, by replacing existing legislation with a single Fire Safety Act based on the principles of risk assessment.

With such a large number of safety-related legislation, it is inevitable that overlapping and confusing inconsistencies arise in existing fire safety provisions. These can bewilder the professional, never mind the lay person. The RRO proposals aim to remove multiple and overlapping fire safety provisions and replace them with a single fire safety regime, which will hopefully reduce the burden of complexity.

#### **The major changes to fire safety law in October 2006**

Before 1997, fire safety legislation and supporting technical guidance was generally prescriptive in content. It was also the responsibility of the enforcing authority to assess dedicated premises and stipulate the type and level of fire safety provisions necessary, as well as advising the responsible person of those requirements and inspect any subsequent works. For many workplaces this would result in a **Fire Certificate** under the Fire Precautions Act 1971.

**Fire safety legislation in the way of Regulatory Reform (Fire Safety) Order 2005 and the issue of fire certificates under the Fire Precautions Act 1971 has now ceased.** The reform of the fire safety-related legislation is based on the principle of risk management, which has already been established under the Fire Precautions (Workplace) Regulations and is now based on risk assessment with responsibility for **fire safety resting with the person responsible for the premises.**

Since 1 April 2005 all known poor performers must register to be issued with a Unique Reference Number (URN) and any system with a URN must be regularly maintained. *Please see attached advice leaflet (Appendix A) in line with Fire Safety and Rescue Service Advice Note relating to The Regulatory Reform (Fire Safety) Order 2005 and Fire Alarm Systems.*

Completing a fire risk assessment will go a long way towards meeting basic legal responsibilities. But sometimes it is necessary to take one step further and carry out a complete review of the premises, safety systems and equipment to ensure that they are still appropriate for the risks that are present. The result could help define how the building is actually constructed and how this interacts with fire safety equipment and systems. A clear fire safety strategy can be detailed and implemented for the building's future use and also clearly demonstrates to all concerned parties that all potential hazards and risks have been given due consideration and that safe, acceptable and substantiated solutions have been provided.

Rosse Systems Ltd recommend an independent Fire Safety Risk Assessment complying with the Regulatory Reform Order (Fire Safety) 2005. ***Please fill in our attached form for further information/quotation for an Independent Fire Risk Assessment*** (Appendix D).

Where the enforcing authority are not satisfied that the fire precautions are adequate, rather than stipulate exactly what the responsible person must do, it will be the enforcing authority to advise the responsible person the law has been compiled with.

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## Remote monitored fire alarm systems

According to government statistics, the UK fire Service attends around 479,500 false fire alarms caused by fire alarms systems each year.

*(Fire Statistics 2003).*



**The cost to the tax payer is around £1 billion each year. Unwanted fire alarms put lives at risk either to the fire crews responding to the emergency incident or by a delayed response to a real fire.**

**Fire and Rescue Services have now been tasked with reducing the current levels of unwanted fire alarm signals sent from remotely monitored alarm receiving centres (ARC).**



The Chief Fire Officers Association (CFOA) have launched a Model Fire license Agreement based on the successful model developed for the security alarm sector. The aim is to reduce the impact of false alarms on business and commerce and improve fire safety management of protected premises.

The agreement will be implemented in three stages and eventually will apply to every fire detection and alarm system remotely monitored via an Alarm Receiving Centre.

From 1 April 2007 formal review of the remaining systems for registration consideration and all systems with a third party accredited company.

From 31 March 2008 all new systems must be designed, installed and commissioned by a third party accredited company with BS 5839-1:2005 within their scope.

## **Enforcement**

**Enforcement of the Fire Safety Order will normally be carried out by the Fire Authority but may in some circumstances be carried out by other agencies such as the Health and Safety Executive.**

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## Appendix A:

### Advice Leaflet – Fire Alarm check list

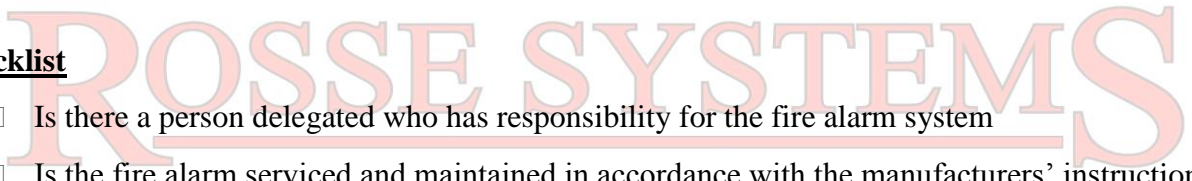
#### **Fire Safety Law – Regulatory Reform (Fire Safety) Order 2005 – Fire Alarms**

Under the above legislation the Responsible Person for the premises must ensure that, if required, any fire detection and warning systems installed are covered by a suitable system of management and maintenance and are maintained by a competent person, in an efficient state, in efficient working order and in good repair for it to be considered fit for purpose.

If your fire detection and fire alarm system is well designed, maintained and managed it should generate 1 or less false alarms per 50 detectors. If it produces more then it may be considered not fit for purpose and therefore not compliant with the legislation.

Find below a check list which could help in ensuring that your fire alarm and detection equipment is kept fit for purpose.

#### **Checklist**

- 
- Is there a person delegated who has responsibility for the fire alarm system
  - Is the fire alarm serviced and maintained in accordance with the manufacturers' instructions and British Standard by a competent person (Fire and Rescue Service promotes the use of 3<sup>rd</sup> party UKAS certification schemes for fire alarm companies as a means of demonstrating compliance) **Rosse Systems Ltd is a UKAS accredited company.**
  - Are any faults dealt with quickly and efficiently
  - Is the system effectively managed to prevent false alarms i.e. When testing contractors on site etc
  - Are records kept of all testing, servicing and causes of fire alarms (keeping such records will aid in proving compliance with the law)
  - Are all fire alarms investigated to identify the cause
  - Is remedial action taken to prevent any reoccurrence of the false alarm
  - Does the fire alarm generate 1 or less false alarms per 50 detectors/ manual call points in a 12 month period

**Boxes above should contain a tick otherwise an alarm system review should take place.**

## Appendix B

### Review and Monitoring of the Risk Assessment

**You should constantly monitor what you are doing to implement the fire risk assessment in order to assess how effectively the risk is being controlled.**

If you have any reason to suspect that your fire risk assessment is no longer valid or there has been a significant change in your premises that has affected your fire precautions, you will need to review your assessment and if necessary review.

Reasons for review could include:

- Changes to work processes or the way that you organise them, including the introduction of new equipment;
- Alterations to the building including the internal layout;
- Substantial changes to fixtures and fittings;
- The introduction, change of use or increase in the storage of hazardous materials;
- The failure of fire precautions, e.g. fire-detection systems and alarm systems, life safety sprinklers or ventilation systems;
- Significant changes to displays or quantity of stock;
- A significant increase in the number of people present;
- The presence of people with some form of disability;

You should consider the potential risk of any significant change before it is introduced. It is usually more effective to minimise a risk by, for example, ensuring adequate, appropriate storage for an item before introducing it to your premises.

Do not amend your assessment for every trivial change, but if a change introduces new hazards you should consider them and, if significant, do whatever you need to do to keep the risks under control. In any case you should keep your assessment under review to make sure that the precautions are still working effectively. You may want to re-examine the fire prevention and protection measures at the same time as your health and safety assessment.

If a fire or “near miss” occurs, this could indicate that your existing assessment may be inadequate and you should carry out a re-assessment. It is good practice to identify the cause of any incident and then review and, if necessary, revise your fire risk assessment in light of this.

Records of testing, maintenance and training etc, are useful aids in the review process.

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## Appendix C

### Fire Drill Guidance Notes

All employees should be instructed about evacuation procedures and shown the means of escape in case of fire and their Induction course. It is essential that all visitors and contractors are also informed of these procedures whenever they are on the premises.

*All information cards should be given to any visitor or contractor indicating fire safety procedures and fire assembly points when they sign the visitor's book. This card should be returned to reception when the visit/work is concluded.*

Fire drills are a practical way to check people's understanding of the company's evacuation plan and make them familiar with its operation.

They should take place at least once a year but it is preferable to hold them every six months to ensure everyone takes part who may miss the original session due to holiday, sickness or even different shift patterns.

THE FOLLOWING POINTERS SHOULD BE TAKAN INTO CONSIDERATION:

- Any prior warning beforehand should be kept to a minimum. The only way a true assessment can be made of the outcome is when people are not prepared. All the employees should take part unless someone needs to remain with particular equipment or processes which cannot be closed down for safety or security reasons.
- A different time should be arranged for each drill. This would ensure everyone takes part at some time irrespective of whether they work outside normal hours or on a part time basis.
- The location of a "hypothetical fire" should be changed regularly. This ensures the alternative escape routes are used and learnt by everyone. A real fire can occur at the most inopportune time and in the most unlikely of places.
- Fire drills are to ensure everyone fully understands what to do in an emergency. If something goes wrong then action must be taken immediately to rectify any shortfalls.

- A roll call must be taken as soon as possible at the designated assembly point. This information will be required by the Fire Service on their arrival in the event of a real emergency.
- All employees should be informed of the outcome of the drill which should include any shortfalls; benefits gained and even the time taken for a full evacuation.
- All drills must be recorded stating the date, the time of the day, the outcome and any other information, such as a remedial action taken, which may be regarded as worthy of note.

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**Appendix D**



**If you would like more details about how Rosse Systems Ltd can assist you with your fire requirements please complete the following or visit our website.**

**Name:**

**Position:**

**Company:**

**Address:**

**Postcode:**

**Tel:**

**Fax:**

**Email:**

**Website:**

**Number of Employees**

**Type of Business:**

**Please contact me to discuss how Rosse Systems Ltd can help my business and the implementation of the RRO.**



**Appendix E**

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**Appendix F**

**Red Care Application**

