

# Fire Risk Assessment (Office Premises) Course

**Duration:** Two Days

**Designed for:** Any employee to fulfil their role as a 'competent person', to provide them with sufficient training and knowledge to carry out a satisfactory Fire Risk Assessment on premises designated as 'Offices'.

**Objectives:**

1. To provide participants with an insight into the techniques of fire risk assessment in an office based environment.
2. Familiarise participants with the key aspects of fire risk assessment and practical applications of the assessment; identifying hazards, risks and the use of suitable documentation.
3. To provide participants with a sound understanding of the basic principles of fire risk assessment and to be able to carry out a competent assessment of their own workplaces.

**Course Content:**

- Legislation and compliance
- Fire Detection and Warning Systems
- The Means of Escape
- Fire Fighting Provisions
- Emergency Lighting
- Staff Training
- The Emergency Plan
- Employee Information, Signs and Instructions
- Identification of Fire Hazards
- Identification of Persons at Risk
- Evaluation of Risks and Fire Safety Measures
- Carrying out the Fire Risk Assessment

This course will include a practical fire risk assessment exercise and a multi-choice examination.

On completion of the course a certificate will be awarded to successful staff. The participating Company are presented with a Corporate Certificate.

**Course Cost: Available on application**

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