



Founded in 2000, Safecon is now one of Ireland's leading health & safety service providers. We offer a wide range of products and services to our clients spanning the broad areas of Quality, Environmental, Health & Safety and Safety Software services to the construction industry.

If your organisation needs help compiling a health and safety policy or improving health and safety arrangements in the workplace, information and advice can be obtained from

Safecon. Our staff of qualified consultants have many years of experience helping construction, manufacturing, engineering and commercial enterprises to organise or improve their health and safety management policy and routines.

Through the services provided, our goal is to improve business results through the introduction of integrated health, safety and employee wellbeing strategies.

**Safecon**  
PUTTING HEALTH & SAFETY FIRST

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**Fire Safety**



### → Fire Safety Management

Safecon offer a fire safety management service that includes all that you will require covering your Fire Safety requirements. This service is available from Safecon who pioneer simple management of fire safety in the workplace.

### Fire Evacuation Drills

Once the fire emergency plan has been developed and training given, you will need to evaluate its effectiveness. The best way to do this is to perform a fire drill. This should be carried out at least six-monthly or as determined by your fire risk assessment. If you have a high staff turnover, you may need to carry them out more often.

- identify any weaknesses in the evacuation strategy;
  - test the procedure following any recent alteration or changes to working practices;
  - familiarise new members of staff with procedures;
- a test the arrangements for disabled people.

### Fire Risk Assessment

The Fire Risk Assessment is just the starting point of Fire Safety Management at your premises; all other compliance needs flow from this.

- Instruct competent persons, depending on the size and use of your premises, to carry out any of the preventive and protective measures
- provide your employees with clear and relevant information on the risks to them identified by the fire risk assessment

- inform non-employees, such as temporary or contract workers, of the relevant risks to them
- consider the presence of any dangerous substances and the risk this presents to relevant persons from fire.
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- ensure that the premises and any equipment provided in connection with firefighting, fire detection and warning, or emergency routes and exits are covered by a suitable system of maintenance and are maintained by a competent person in an efficient state

### Fire Safety Training

Safecon organise and implement training for all staff with special courses for fire wardens and control personnel in fire safety and emergency escape procedures. For fire safety the procedures are set out in an Emergency Plan.

Training is needed;

- when employees start employment or are transferred into the premises;
- when changes have been made to the Fire Emergency Plan and the preventive and protective measures;
- where working practices and processes or people's responsibilities change;
- to take account of any changed risks to the safety of employees or other relevant persons;
- to ensure that employees know what they have to do to safeguard themselves and others on the premises;
- where employees are expected to assist disabled persons; and
- if employees may take on the role of duty manager.

Training should be repeated as often as necessary and should take place during working hours.

Whatever training you decide is necessary to support your fire safety strategy and Fire Emergency Plan, it should be verifiable.

Enforcing authorities may want to examine records as evidence that adequate training has been given.

### Fire Emergency Plans

You need to have a Fire Emergency Plan for dealing with any fire situation.

The purpose of a Fire Emergency Plan is to ensure that the people in your premises know what to do if there is a fire and that the premises can be safely evacuated.

If you or your organisation employ five or more people, or your premises are licensed or an alterations notice requiring it is in force, then details of your Fire Emergency Plan must be recorded. Even if it is not required, it is good practice to keep a record.

Your Fire Emergency Plan should be based on the outcome of your fire risk assessment and be available for your employees, their representatives (where appointed) and the enforcing authority.

### Fire Safety CAD Drawings

Safecon have our own drawing service which produces high quality drawings to the appropriate legislation which in turn compliments a number of our services. We can create Emergency Escape Diagrams to aid your in house training, drawings for Building Regulations and Fire Certificate applications.

### Fire Safety Provision Drawings

We can quickly draw up any building to any Fire Authority Specification to form part of your Fire Safety Manual.

### Fire Emergency Plan Drawings

We can prepare emergency plan drawings to compliment your emergency escape procedure.

### Emergency Escape Diagrams

We can prepare, encapsulate and frame drawings of the escape routes in more complicated buildings for training purposes and to display on notice boards or by the fire alarm call points

### Fire Alarm Systems

We can prepare drawings of fire alarm systems to accompany specifications for quotation, installation and for record in your Fire Safety Manual.

### Fire Safety Provisions

We can prepare drawings to show all fire safety provisions in your premises/building to assist you in the important maintenance tasks. It is much easier for you and your contractors to look at a drawing to see where equipment is located than to read it on a schedule. By clearly marking the fire-resisting partitions and doors on a drawing it is easy to see those that need to be maintained – if they are not marked would you know where fire-resisting doors are required?

