Guidance Note 106. COVID-19
Re-opening Places of Entertainment
Fire Inspection Checklist

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This checklist of fire precautions present by statute in most places of entertainment is an aide-memoir to the daily/weekly/monthly visual and other inspections necessary to ensure the premises are ready to be opened to members of the public and that they can escape to a place of safety in an emergency.

Guidance as to how these fire precautions have been installed and why may be found on the HSE Website:

https://www.hse.gov.uk/construction/safetytopics/generalfire.htm

https://www.hse.gov.uk/event-safety/fire-safety.htm

The .gov.uk website for The Fire precautions (Workplace Regulations 1997:

https://www.legislation.gov.uk/uksi/1997/1840/made

https://www.gov.uk/government/publications/fire-safety-risk-assessment-small-and-medium-places-of-assembly

Other sources of guidance include:

www.rightaction.co.uk/servicing/documents/fact-sheets/Fire-Precautions

www.twfire.gov.uk/wp-content/uploads/2018/11/Fire-Precaution-Logbook-Template.pdf

And many other sources are available.

	Area of inspection:	(Be specific about the area of the premises)		
No	**Items for Inspection:**		**Yes**	**No**
	(Amber fill in yes/no check boxes indicates pictures or comments have been added below)			
Extinguishers				
1	Are all fire extinguishers present in their correct location?			
2	Are all fire extinguishers hung or stand-mounted? Are the use signs present?			
3	Do all fire extinguishers with pressure gauges show correct pressure?			
4	Are all extinguishers free from signs of external corrosion (incl. tap-test for internal corrosion)			
5	Are all extinguishers within their annual inspection date?			
6	Are all extinguishers unobscured, unobstructed and freely visible?			
Escape routes and exits				
7	Are escape routes clear from stored materials and debris?			
8	Are all internal fire doors closed (not wedged open)?			
9	Are final exit doors clear and unobstructed on both sides?			
10	Do final exit doors open easily and all door fittings working correctly?			
11	Do external fire doors close and lock securely to prevent entry?			
12	Are external pathways from the exits away from the building clear?			
13	Are under stairs areas free from combustible materials or other fire loads?			
Escape Route and other Signs				
14	Are escape route signs clearly visible and legible?			
15	Do signs indicate the nearest escape route from all workplaces?			
16	Are internal fire exit doors labelled?			
Emergency lighting *where present)*				
17	Are all emergency light fittings battery charging mains-present indicators illuminated?			
18	Are all covers, diffusers, etc. present and fitted?			
19	Are all exit signs illuminated either internally or externally and unobstructed?			
Fire Alarm *(if installed)*				
20	Can the weekly fire alarm test be clearly heard?			
21	Are all call points clearly visible and unobstructed?			
22	Are signs present over each call point?			
Other concerns				
23	Do any stored items under desks cover electrical cables, power supplies or any other items of electrical equipment?			
24	Are extension leads in good condition?			

25	Is electrical equipment in a good condition (i.e. no cracks, exposed wiring)?		
26	Is the storage of combustible materials acceptable?		
27	Is the storage of flammable liquids and solids acceptable?		

Comments / Action Required / Other fire safety items needing attention

The pictures (below) indicate further and other concerns as addressed in the 'no' column above, some matters are safety related but all affect the safety of life matters at the Theatre

Name		
Date		
Key		Amber in check box indicates pictures and/or comments have been added above

Pictures & Comments	
Pic here	Comment here

Picture here	Comment here