

SYFR Storage Of Fireworks Retailers Risk Assessment

All storage must be in compliance with the Explosives Regulations 2014 and sector guidance

Name of Premises		Amount of Fireworks Storage applied for		
		HAZARD TYPES TO BE STORED:- (ie HT 1.3 or 1.4 by net explosive content)		
Address				
Town/City				
Post Code				
Tel no.				
		SYFR Licence Number	No Of Employees	Gross storage weight
Use of Premises				
(Retail outlet/Supermarket/Only opened to sell fireworks)		Retail Area Width	Retail Area Depth	Total Retail Area
		Floors	Storeys Below	Sleeping Areas
			Open	Close
		Monday		
		Tuesday		
		Wednesday		
		Thursday		
		Friday		
		Saturday		
		Sunday		
Name of Licensee				
Date of assessment				
Completed By	Signed			

Sources of Ignition		Ignition Sources Serial No(SN) 1	YES / NO / NA	Significant Findings/Actions
Smoking, smokers materials, cigarette ends, matches etc.	Smoking policy being enforced.			
	Matches/Lighters stored away from fireworks			
	Notices posted of smoking arrangements and prohibitions			
Electrical, gas or oil fired heaters. Fixed internal combustion engines (generators etc)	No such equipment on site.			
	Subject to maintenance by qualified persons.			
	Inspected in accordance with legislation.			
Portable heaters	No portable heaters on site.			
	Electric heaters subject to PAT.			
	Not used in area of stored/displayed fireworks			
	Portable heaters turned off after use.			
Sources of Ignition SN 2		YES / NO / NA	Significant Findings/Actions	
Cooking	No cooking on site.			
	Cooking only allowed in specific and suitable areas.			
Electrical Equipment	Fixed electrical installations and equipment subject to routine testing and inspection by a competent person.			
	All portable equipment subject to PAT regime.			
	All faulty equipment switched off and isolated while awaiting repair or replacement.			
Lighting equipment	No lighting or illumination in firework display cabinets			
Arson	Security measures in place to guard against unauthorised entry.			
	Restricted access to firework storage and display area			

Firework Storage SN 3		YES / NO / NA	Significant Findings/Actions
Considerations for the storage of Fireworks - See guide to DSEAR requirements on page 14	Metal ISO Container/Metal Cabinet/Wooden Cabinet used and locked when not in use		State storage -
	Other type of storage 25/50 ml cages with closing tops		State storage -
	Access to storage area restricted		
	Stored in multi storage area in transport boxes in cage		
	Transport boxes closed after use		
	Stored with other materials, suitable space left between, not stored by combustibles or ignition sources		
	Sleeping Risk on/above premises or in adjacent premises		(Any compensatory measures)
	Alternative/Protected means of escape from accommodation		
	HT 1.3 fireworks stored at all times in pyromesh container		
	Fireworks on display live or dummies		(Must be in suitable cabinets)

FIREWORK STORAGE AND HANDLING		General Requirments SN 4	YES / NO / NA	Significant Findings/Actions
Waste Matreial	All waste removed daily.			
	Good housekeeping policy.			
Age Limits	Staff all over 18			
	Staff between 16 and 18 supervised at all times			
Sales	Limitation of one sale 50 Kg NEC			
	Aware of age limits for customers buying fireworks			(Posters displayed)
Flammable Gases			YES / NO / NA	Significant Findings/Actions
Flammable Gases	All gas cylinders stored in accordance with Regulations.			
	No cylinders left in areas other than the designated storage or use area and not in the vicinity of the fireworks storage or display areas			

Buildings, fixtures & fittings SN 5		YES / NO / NA	Significant Findings/Actions	
Walls and ceilings including hardboard, blockboard, chipboard etc.	Walls and ceilings apparently constructed of fire retardant material.			
Furniture including fixtures & fittings, decorations	Living/sleeping accomodation attached to the premises			
	Fire doors closed at all times			
	Furniture and fittings in shop well maintained.			
	Display cabinets secure and able to be locked			
	No seperate fireworks on display			
	Suitable fire extinguisher available			
	Cleaning materials for powder residue available			

Security & Passive Fire Protection SN 6		YES / NO / NA	Significant Findings/Actions
Management measures	Strict regime of fire doors etc. remaining closed and where necessary locked.		
	All doors, windows and other openings kept closed when not required and after hours.		
Maintenance & testing SN 7		YES / NO / NA	Significant Findings/Actions
Fire Doors, Escape Routes, Lighting, & Signs.	Fire doors meet legislative requirements and are subject to inspection & maintenance regimes.		
	Escape routes clearly identified using signage in accordance with legislation, leading to safe place & are regularly inspected to ensure that they are kept clear.		
	Fireworks stored on means of escape (moe) or dead end route		Measures to protect moe
	Emergency lighting subject to inspection, testing & maintenance regimes.		
	Clear fire evacuation instructions posted for employees, visitors and contractors.		

Maintenance & testing SN 8		YES / NO / NA	Significant Findings/Actions
Fire Alarm & Detection System.	Fire alarm system installed and audible throughout the building.		
	No fire alarm system		Describe measures
	Automatic detectors installed where required.		
	System maintained by competent person.		
	Weekly testing of fire alarm.		
	Full inspection of alarm system carried out at least annually.		
	Clear operating instructions posted for employees, visitors and contractors.		

Means of escape SN 9		YES / NO / NA	Significant Findings/Actions
Means of escape.	All occupants able to escape to a place of safety within a reasonable time.		
	Enough exits provided, in the right place and clearly signed.		
	Types and sizes of exits suitable and sufficient for the number of people likely to need to use them (e.g. wide enough for wheel chair users).		
	Alternative routes available should one be affected by fire.		
	All escape routes clearly identifiable, free from obstruction and adequately illuminated.		
	Staff are trained in using means of escape.		

Fire procedure and training SN10		YES / NO / NA	Significant Findings/Actions
Fire Procedure & Emergency Plan. (DSEAR Implications)	Fire Procedure in place.		
	All staff trained with regard to the hazardous and explosive capabilities of fireworks		
	Emergency Plan takes into account all foreseeable circumstances.		
	Emergency plan made available to all those who need to be aware of it.		
	Procedures to be followed clearly indicated throughout the workplace.		
	Consideration given to all people likely to be present in the workplace & others who share the building.		
Training in Fire Procedure & Emergency Plan (DSEAR Implications)	Employees familiar with plan, trained in its use and involved in testing it.		

Means of fire fighting SN 11		YES / NO / NA	Significant Findings/Actions
Fire fighting equipment, Fire extinguishers, Hose reels, Fire blankets	Equipment suitable for the risk and has been inspected and serviced by a competent person within the last 12 months.		
	Employees have received instructions in the use of the equipment and their personal limitations.		
	Adequate fire fighting equipment throughout the workplace and specific measures taken with regard to the storage of fireworks		
Sprinkler systems.	Sprinkler system subject to weekly test regime.		
	No storage within 1 metre of sprinkler heads.		
Persons with disabilities & those with special needs SN12		YES / NO / NA	Significant Findings/Actions
Persons with disabilities and those with special needs	Plans & provisions take into account disabled persons & others with special needs.		

Safety checks at the end of the day SN 13		YES / NO / NA	Significant Findings/Actions
End of day safety checks.	All windows and doors are closed, including doors held open by automatic release units.		
	All fireworks stored correctly in transport boxes in secure storage area		
	Electrical equipment not in use is switched off, and where appropriate, unplugged.		
	Smokers materials are not left smouldering and ash trays are left in a safe location.		
	All naked flames are extinguished		
	All flammable rubbish and waste is removed to a safe place.		
	All highly flammable materials are stored in a safe location.		
	The workplace and storage areas are secured against unauthorised entry.		

Record keeping SN 14		YES / NO / NA	Significant Findings/Actions
Records retained covering the maintenance and testing of fire fighting equipment.	Owner/Occupiers responsibility		
	Records kept covering the maintenance and testing of Fire extinguishers,		
	Records kept covering the maintenance and testing of Hose reels,		
	Records kept covering the maintenance and testing of Sprinkler systems,		
	Records kept covering the maintenance and testing of full flood systems.		
Records retained covering the maintenance and testing of fire prevention equipment. Documents required under the Explosives Regulations 2014	Owner/Occupiers responsibility		
	Records kept covering the maintenance and testing of Fire alarm weekly test.		
	Records kept covering the maintenance and testing of Fire alarm annual service.		
	Records kept covering the maintenance and testing of Fire check doors.		
	Records kept covering the maintenance and testing of Steel shutter doors.		
	Records kept covering the maintenance and testing of Smoke extraction systems.		

Significant Findings and Action Plan SN 15

Ser Number	Significant Findings	Action Plan	Time scale	Completed

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