

## Regulation 38 – Fire Safety Information Declaration

### 1 Fire Safety Information

Information relating to the design and construction of the building, the services and equipment provided in connection which will assist the responsible person to operate and maintain the building or extension with reasonable safety. Section 17 of Approved Document B Volume 1, and Section 19 of Volume 2 provides guidance as to the kind of information that should be provided.

[https://www.planningportal.co.uk/info/200135/approved\\_documents/63/part\\_b\\_-\\_fire\\_safety](https://www.planningportal.co.uk/info/200135/approved_documents/63/part_b_-_fire_safety)

**2 Responsible Person** - If you're an owner, landlord or occupier of business or other non-domestic premises, you'll be responsible for fire safety. You're known as the 'responsible person'.

### 3 Fire Risk Assessment

As the responsible person you must carry out and regularly review a fire risk assessment of the premises. This will identify what you need to do to prevent fire and keep people safe.

### 4 The Regulatory Reform (Fire Safety) Order 2005 (as amended)

<http://www.legislation.gov.uk/ukxi/2005/1541/contents/made>

If you own, manage or operate a business, you will need to comply with fire safety law. The main law is the Regulatory Reform (Fire Safety) Order 2005 or "the Fire Safety Order" which applies across England and Wales and came into force on 1 October 2006.

The Order applies to virtually all buildings, places and structures other than individual private dwellings e.g. individual flats in a block or family homes, and it is your responsibility to make sure your workplace reaches the required standard and employees are provided with adequate fire safety training.

### Essential Information to be Provided to the Responsible Person

An as built plan of the building should be produced showing all of the following (where applicable):

- Escape routes – This should include exit capacity (i.e. the maximum allowable number of people for each storey and for the building)
- Location of fire-separating elements (including cavity barriers in walk-in spaces)
- Fire door sets, fire door sets fitted with a self-closing device and other doors equipped with relevant hardware
- Locations of fire and/or smoke detector heads, alarm call points, detection/alarm control boxes, alarm sounders, fire safety signage, emergency lighting, fire extinguishers, dry or wet fire mains and other firefighting equipment, and hydrants outside the building.
- Any sprinkler systems, including isolating valves and control equipment
- Any smoke control systems, or ventilation systems with a smoke control function, including mode of operation and control systems
- Any high-risk areas (eg. Heating machinery, places of special fire hazard)

### **In addition, details should also be provided for all of the following:**

- Specifications of any fire safety equipment provided, including routine maintenance schedules
- Any assumptions regarding the management of the building in the design of the fire safety arrangements
- Any provision enabling the evacuation of disabled people, which can be used when designing suitable personal emergency evacuation plans

- For complex buildings additional fire safety information would normally be necessary, please refer to Approved Document Part B Vol 2 Paragraphs 19.5 and 19.6 for more information.

**The Building Regulations 2010 (as amended) Regulation 38 - Section 17 of Approved Document B Volume 1, and Section 19 Approved Document B of Volume 2**

We declare that in accordance with Regulation 38 of the Building Regulations 2010 (as amended) all the information shown above is fully understood, care has been taken to prepare accurate information which has subsequently been passed onto the person responsible for fire safety to allow them to manage the building effectively. We have also received a notice from the responsible person acknowledging receipt of the fire safety information and confirming the information provided is sufficient to enable them to understand, operate and maintain the building (and the fire safety systems in it) after the building work in question.

<b>Name, (please print)</b>	
<b>Signed</b>	
<b>Date</b>	
<b>Project Address</b>	
<b>Project Application Number – MC</b>	