

# Fire & Gas

## Fire

For a fire to start, 3 things are required:

**Heat** – sources include heaters, lighting, naked flames, electrical equipment, cigarettes, and matches.

**Fuel** sources include flammable liquids (petrol, cooking oil, varnish, white spirit), wood, paper, plastic, rubber or foam, liquefied petroleum gas (LPG), loose packaging materials, waste rubbish.



**Oxygen** – abundant in air – in indoor venues open doors will help fire to spread through providing more oxygen to the flames – outdoors winds may help fires to spread more quickly

## Fire Prevention

In order to **prevent a fire**, you need to remove the elements of the fire triangle so it is important to think about what sources of ignition and fuel will be on site and how can you ensure these are kept apart.

- Good management of fuel for generators is important along with ensuring that electrical equipment is appropriately rated for outdoor use and regularly maintained.
- Accumulated waste can be a source of fuel for a fire so ensure waste is managed and regularly removed to bins.
- Good site planning and management is key to keeping the flow of people away from the higher risk areas like generators.
- Our sites are no smoking removing the risk of a stray cigarette butt causing a fire

Be aware of what other parties such as suppliers, contractors and members of the public are doing. Could their activities start a fire i.e. barbeques or use of flammable substances?

## Fire Procedures

Talk to the venue about their fire evacuation procedures and plans and follow these where appropriate. This is particularly important for indoor venues.

- Are fire exits and escape routes signed and accessible?

- Check the exit routes from the venue are clear i.e. marked by signage and not locked or obstructed.
- Consider the needs of people with special needs. Those with a disability may find it more difficult to leave in the event of a fire.

You should think about what would happen in the event of a fire and what role each of your committee will play. If it is necessary to evacuate all or part of the site you will need people to help you do this, e.g. volunteers, staff, commentator.

## Fire Fighting Equipment

Identify where the nearest firefighting equipment is and ensure that any higher risk suppliers like caterers, PA suppliers and anyone using a generator, has firefighting equipment available.

Fire extinguishers are designed to help your means of escape, they are unlikely to be successful in fighting a significant fire.

## Upon discovery of a fire

- Raise the alarm and move people to a place of safety. Immediate priority should be given to evacuating people from the area of the fire to a safe place
- If it is not under control, then call 999 to contact the fire service.
- Continue to monitor and control access to the area. You may need to hold participants on course to prevent them coming back into the area of the fire.
- Assess if the fire will have an impact over the running of the event and, if necessary, call the SIRI Emergency number. Remember that fires can grow very quickly and do not assume that they will not affect the event. Monitor the fire to see how it develops.
- Do not put yourself in danger to tackle a fire, particularly if you are unsure how to use firefighting equipment.
- It may be necessary to make changes to evacuation plans dependent upon the location of the fire.

## Actions

- Identify emergency evacuation muster points and communicate these to staff, volunteers and third parties.
- Check entry and exit points are adequate and that everyone will be able to leave the venue without delay. Do not assume emergency exit routes are the same as they were at the initial site visit, they may have been blocked, moved, or locked since then.
- Consider if you require signage to mark emergency exit routes

- Ensure firefighting equipment is accessible
- Ensure there are sufficient bins on site to help prevent rubbish build ups and that bins are emptied where appropriate.
- If there a fire, regardless of whether someone is injured, complete an Incident form and report to your CRUK staff contact.

## Gas Safety

Caterers will generally use gas cylinders containing propane or butane to provide fuel for cooking.

Cylinders should be located in a well-ventilated area and inaccessible to the general public. Cylinders must be stored upright, secured so that they cannot fall over and stored away from any ignition source or flame



All equipment should carry the CE kite mark and be regularly serviced.

Barbeques (BBQ) and spit roasts must be sited to the rear or side of the stand on stable ground, with barriers to protect the public from burns and flame. The BBQ must be sited away from any flammable material. A fire risk assessment is essential.

All catering and hospitality staff that use gas equipment should be trained in how to use it.

As an event manager, you should give any equipment a brief visual inspection; if you're in doubt about the quality or state of repair of any equipment, do not allow it to be used on your event site.

In the case of a fire the fire service will need to be made aware of the siting and number of gas bottles.

## Actions

- Establish which suppliers are using LPG (liquified petroleum gas) bottles, where they are sited and how many there are on site.
- Ensure gas canisters are being stored safely and cordoned off
- Conduct brief visual inspection of suppliers' equipment
- Refuse access to site to any provider that does not comply