

CaSSOA GUIDANCE

OUTBREAK OF FIRE PROCEDURE

The Regulatory Reform (Fire Safety) Order 2005 was effective from October 2006, and applies to caravan storage. Employers and self-employed people must carry out, or appoint a competent person to carry out a suitable and sufficient fire risk assessment of the risks of fire to their employees and others who may be affected by their work or business.

Fire Safety

- Conduct Fire Risk Assessment (see separate document)
- Identify the hazards
- Identify the people at risk
- Evaluate, remove or reduce, and protect from risk
- Record, plan, inform, instruct, and train
- Review
- Identify requirements for fire extinguishers
- Display appropriate signage to indicate safety points, hazards, etc
- Ensure customers' gas cylinders are switched off and disconnected, or removed from vehicles
- Ensure adequate distance between vehicles to slow transfer of fire

Outbreak of Fire Procedure

- Raise the alarm and call 999
- Evacuate customers and staff to safe assembly point
- Don't attempt to tackle the fire unless small and extinguishable by trained staff
- When risk has been removed, identify affected vehicles, and contact owners.
- Contact insurer, if claim is required
- Review fire safety procedure and ensure fire protection equipment is in good order.

Notes

Each stored caravan should be allocated around 30 square metres of space, with the respective caravan jockey wheels set at a distance of at least 3 metre centres. Where caravans are parked back to back there should be a 1 metre wide corridor between the rows to act as a firebreak.

The removal of gas bottles is a complex area following the introduction of the Regulatory Reform (Fire Safety) Order 2005. Wherever possible the respective owners should remove the gas bottles from caravans. If it is not reasonably practicable to remove the gas bottles they should be turned off, and disconnected from the internal appliances. The onus of showing that it is not reasonably practicable to remove the gas bottles lies on the proprietor who will be identified as the 'responsible person'.