

Model Risk Assessment				Ref no.		
Activity Location Section	Protection Activities			Status	FINAL	
				Initial assess.	20/05/2020	
				Reviewed	06/04/21	
Assessed by	Ian Leigh		Specific		Next review	
Role /No/Dept.	NFCC Protection Policy and Reform Unit		Generic	X	Version no.	Issue 5

Severity		Likelihood					Risk Rating	
		1. Rare	2. Unlikely	3. Possible	4. Very Likely	5. Almost Certain		
1	No Infection/Healthy/ Negative test	1	2	3	4	5	Low Risk 1-8	No Further action Required
2	Positive Test – 10 day isolation	2	4	6	8	10	Medium Risk 9-15	Action Plan Required and Implemented Before Proceeding.
3	COVID Positive – on sick leave but not hospitalised	3	6	9	12	15		
4	Confirmed COVID-19 with Hospitalisation	4	8	12	16	20	High risk 16-25	Do Not Proceed. Undertake additional measures and re-evaluate.
5	Intensive Care/Fatality	5	10	15	20	25		

Generic Hazard and Risk Information:

Strategic Intention

We will adopt a risk-based approach to undertaking Protection activities, balancing the need to regulate the Regulatory Reform (Fire Safety) Order 2005 and protect staff and the public from exposure to COVID-19. The intention is to undertake audits in a safe and controlled manner, to ensure the safety of staff and the public in accordance with Government guidance.

This risk assessment should read in conjunction with:

- Strategic Intention COVID-19 - Protection
- Scenario Based Guidance – Auditing premises.
- Suite of COVID-19 Protection Guidance hosted on the [NFCC Website](#).

Protection activities to include:

- Fire Safety Audits
- Complaints and Concerns
- Enforcement Activity
- Statutory Consultations

Protection activity	Hazard	Risk	Persons at risk		Existing Control Measures	Risk Rating			Accept (Y or N)	Further control measures implemented from action plan – re-score	New Risk Rating			Accept (Y or N)
			Staff	Public		L	X	S = RR			L	X	S = RR	
Assess the level of engagement before a physical visit is considered	Airborne/contact infection of personnel or occupants whilst in the premises. Fire safety measures not implemented.	Infection of personnel resulting in absences which may have an impact on the ability to deliver Protection activity. Personnel spreads infection to other staff. Personnel spreads virus to members of the public and clinically extremely vulnerable groups**	X	X	Where premises are open, they should be COVID Secure and have the appropriate measures in place as recommended by government. FRS should confirm this establish whether any control measures which are being used may affect the audit process. Where any occupants are self-isolating or have COVID symptoms, the visit will not go ahead unless suitable distancing measures can be put in place in line with Government guidelines. Provide fire safety advice remotely where possible and consider the following reducing contact via the following control measures: •Desktop assessments •Sending still images or video electronically •Use of video conferencing or similar live streaming •Electronic documents to replace letters •Enhanced website information •Serving of notices electronically •Reduction in staff numbers to carry out visits or other inspection activities (for operational crews) Phone contact to ascertain that the fire risk assessment has been reviewed to account for any recent changes to the layout or operation of the premises, access/egress to the property are still satisfactory and functionality of active and passive fire safety measures. Ascertain the extent of any COVID related restrictions. Agree a modified inspection plan if	2	3	6	Y					

[illegible]

		virus to members of the public and clinically extremely vulnerable groups **			<p>and accepting food/drink.</p> <p>Personnel should refrain from touching their face until hands have been washed with hot soapy water at the first opportunity.</p> <p>Personnel with long hair should tie it back or control with head wear.</p> <p>Personnel to complete tasks and leave promptly. They should restrict their movements only to those areas which require attention as part of the Protection activity being undertaken.</p> <p>When removing PPE* personnel to follow approved procedures.</p>									
Article 31 Notices	Airborne/contact infection of personnel or occupants whilst in the premises.	<p>Infection of personnel resulting in absences which may have an impact on the ability to deliver Protection activity.</p> <p>Personnel spreads infection to other staff.</p> <p>Personnel spreads virus to members of the public and clinically extremely vulnerable groups**</p> <p>May result in delays in serving notices which would stop a dangerous situation.</p> <p>FRS may take on some of the risk due to lack of rapid intervention.</p>	X	X	<p>Refer to 'Assess the level of engagement before a physical visit is considered'</p> <p>Undertake a COVID specific risk assessment in the event the premises represents a specific hazards in this regard.</p> <p>Consider new enforcement models that reduce the need to attend in person (e.g. electronic issuing of notices). You may wish to take legal advice on the matter before doing this.</p> <p>Ascertain the extent of any COVID related restrictions.</p> <p>Enter premises only in minimum numbers and for a specific task and keep any potential exposure time to a minimum.</p> <p>When attending a premises, the control measures in 'Attending Premises' and 'Moving around premises' should be used.</p> <p>Personnel to follow Government advice and guidance regarding social distancing and PPE* when attending</p>	1	3	3	Y					

					premises.									
Enforcement Activity	<p>Airborne/contact infection of personnel or occupants whilst in the premises.</p> <p>Ongoing safety concerns cannot be dealt with.</p> <p>Unable to confirm compliance.</p> <p>Unable to service enforcement notices.</p>	<p>Infection of personnel resulting in absences which may have an impact on the ability to deliver Protection activity.</p> <p>Personnel spreads infection to other staff.</p> <p>Personnel spreads virus to members of the public and clinically extremely vulnerable groups**</p> <p>Non-compliant premises will not be dealt with in a timely manner.</p>	X	X	<p>Refer to 'Assess the level of engagement before a physical visit is considered'</p> <p>Ascertain the extent of any COVID related restrictions.</p> <p>Use the information from any method of information gathering to determine the extent of any fire safety deficiencies to establish the level of risk.</p> <p>Revise performance targets and RBIP requirements to account for potential increased time taken in enforcement activity.</p> <p>Consider new enforcement models that reduce the need to attend in person.</p> <p>Consider postponing visits but this will only be applicable in a very small number of premises where the risk level is still too high to be managed.</p> <p>Enter premises only in minimum numbers and for a specific task and keep any exposure time to a minimum. See the information on 'Moving around premises' above.</p>	2	3	6	Y					

Complaints and Concerns	Airborne/contact infection of personnel or occupants whilst in the premises.	<p>Infection of personnel resulting in absences which may have an impact on the ability to deliver Protection activity.</p> <p>Personnel spreads infection to other staff.</p> <p>Personnel spreads virus to members of the public and clinically extremely vulnerable groups**</p> <p>Fire safety issues may not be dealt with in a timely and efficient way.</p>	X	X	<p>Undertake reducing contact measures as noted in the Strategic Intent document.</p> <p>Ascertain the extent of any COVID related restrictions.</p> <p>Where premises are open, they should be COVID Secure. It should be possible for an on-site risk assessment to be carried out taking into account the measures in place. This allows premises to be visited without prior contact.</p> <p>Where the potential fire risk does not warrant an unannounced visit, refer to 'Assess the level of engagement before a physical visit is considered'</p> <p>Use the information from any contact to determine the extent of any fire safety deficiencies to establish the level of risk.</p> <p>Where a physical attendance occurs the control measures in 'Attending premises' and 'Moving around premises' should be used.</p>	1	3	3	Y					
Statutory Consultations	<p>Airborne/contact infection of personnel or occupants whilst in the premises.</p> <p>Statutory obligations and organisational policy would not be met.</p>	<p>Infection of personnel resulting in absences which may have an impact on the ability to deliver Protection activity.</p> <p>Personnel spreads infection to other staff.</p> <p>Personnel spreads virus to members of the public and clinically extremely vulnerable groups**</p> <p>There may be an inability to make comment on building and licensing matters</p>	X	X	<p>Electronic submissions and responses only.</p> <p>Staff can work from home where they have the appropriate equipment and facilities to do so. Measures should be put in place to deliver these.</p> <p>Remote meetings or site visits using the advice on 'reducing contact' in the Strategic Intention Document</p> <p>Where a physical attendance occurs the control measures in 'Attending premises' and 'Moving around premises' should be used.</p> <p>Any site visited, either existing or a construction site, will have protocols in place to manage COVID risk and</p>	1	3	3	Y					

		resulting in a reduction in safety.			reduce it to an acceptable level. Staff should be aware of these and follow them.									
Undertake Fire Safety Audits	<p>Airborne/contact infection of personnel or occupants whilst in the premises.</p> <p>Unable to undertake audits.</p> <p>Non-compliance with the Fire Safety Order.</p>	<p>Infection of personnel resulting in absences which may have an impact on the ability to deliver Protection activity.</p> <p>Infection of FRS staff or the public.</p> <p>Opportunities to detect non-compliance with the FSO lost which could lead to increased risk of loss of life due to fire.</p> <p>Personnel spreads infection to other staff.</p> <p>Personnel spreads virus to members of the public and clinically extremely vulnerable groups**</p> <p>Organisational inspection performance cannot be maintained.</p> <p>RBIP cannot be maintained.</p>	X	X	<p>Where premises are open, they should be COVID Secure. It should be possible for an on-site risk assessment to be carried out considering the measures in place.</p> <p>Refer to 'Assess the level of engagement before a physical visit is considered'</p> <p>Ascertain the extent of any COVID related restrictions.</p> <p>Use the reducing contact measures in the Scenario Based Guidance to determine the nature of the fire safety risks.</p> <p>Revise performance targets and RBIP requirements.</p> <p>Where premises are not COVID secure, the measures outlined in 'Attending premises' and 'Moving around premises' should be used.</p>	2	3	6	Y					
Multiagency Inspections	<p>Airborne/contact infection of personnel or occupants whilst in the premises.</p> <p>Non-compliance with Fire Safety Order.</p> <p>Non-compliance with other agency responsibilities.</p>	<p>Infection of personnel resulting in absences which may have an impact on the ability to deliver Protection activity.</p> <p>Infection of agency personnel resulting in absences which may impact the ability of other agencies to deliver their functions.</p>	X	X	<p>Where premises are open, they should be COVID Secure. It should be possible for an on-site risk assessment to be carried out taking into account the measures in place.</p> <p>Ascertain the extent of any COVID related restrictions.</p> <p>Enter premises only in minimum numbers and for a specific task.</p> <p>Revise performance targets and RBIP requirements.</p>	2	3	6	Y					

		<p>Increase risk to life from fire.</p> <p>Crime not detected or disrupted.</p> <p>Opportunities to detect non-compliance with the FSO lost.</p> <p>Risk of deliberate contamination from residents/RPs</p> <p>Personnel spreads infection to other staff.</p> <p>Personnel spreads virus to members of the public and clinically extremely vulnerable groups**</p>			<p>Work with partner agencies to determine the levels of COVID risk present at the premises and arrange for visits at the safest times (prior to opening or during quieter trading periods).</p> <p>Consider measures that might allow agencies to perform actions on each other behalf such as the distribution of leaflets or training that will permit them to identify measures that need to be referred.</p> <p>Control measures in the 'Assess the level of engagement before a physical visit is considered', 'Attending premises' and 'Moving around premises' should be used.</p>										
General protection advice	Airborne/contact infection of personnel or occupants whilst in the premises.	<p>Infection of personnel resulting in absences which may have an impact on the ability to deliver Protection activity.</p> <p>General spread of virus, potentially resulting in an increase in R.</p> <p>Personnel spreads infection to other staff.</p> <p>Personnel spreads virus to members of the public and clinically extremely vulnerable groups**</p>	X	X	<p>Restrict workplace to visitors and use other methods by which they can contact the Protection Department</p> <p>Any workplace being used, whether the public attend, should be COVID Secure. Ascertain the extent of any COVID related restrictions.</p> <p>Provide fire safety advice over the phone where possible and consider the following reducing contact via the following control measures:</p> <ul style="list-style-type: none">• Desktop assessments• Sending still images or video electronically• Use of video conferencing or similar live streaming• Electronic documents to replace letters• Enhanced website information• Reduction in staff numbers to carry out visits or other inspection activities (for operational crews). <p>Allow for conferencing with the public</p>	1	3	3	Y						

					<p>to allow for more personal or complex interaction.</p> <p>Phone contact to ascertain that the fire risk assessment has been reviewed to account for any recent changes to the layout or operation of the premises, access/egress to the property are still satisfactory and functionality of active and passive fire safety measures.</p> <p>Many of the measures already covered in other activities will also be applicable here.</p>										
Fire Safety Checks and Information Gathering	<p>Airborne/contact infection of personnel or occupants whilst in the premises.</p> <p>Reduced ability to gather critical data.</p>	<p>Infection of personnel resulting in absences which may have an impact on the ability to deliver Protection or operational functions depending on who undertakes the checks.</p> <p>Personnel spreads infection to other staff.</p> <p>Personnel spreads virus to members of the public and clinically extremely vulnerable groups**</p> <p>Unable to feed into the Building Safety Programme.</p> <p>Reduced amount of risk information available on which to base decisions.</p>	X	X	<p>Ascertain the extent of any COVID related restrictions.</p> <p>Where premises are open, they should be COVID Secure. The COVID risk level should be tolerable.</p> <p>It should be possible for an on-site risk assessment to be carried out taking into account the measures in place.</p> <p>Refer to 'Assess the level of engagement before a physical visit is considered'</p> <p>Use the reducing contact measures in the Scenario Based Guidance to determine the nature of the fire safety risks if applicable.</p> <p>Consider postponing visits only if the COVID risk level is intolerable and cannot be mitigated by control measures. It should be possible to put appropriate measures in place in the vast majority of occasions.</p>	2	3	6	Y						

Links to Documents:

*** PPE**

<https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control/covid-19-personal-protective-equipment-ppe>

<https://www.hse.gov.uk/coronavirus/ppe-face-masks/index.htm>

https://www.nationalfirechiefs.org.uk/write/MediaUploads/COVID-19/Health%20safety/COVID19_PPE_firefighters_frontline_staff_FINAL_V2.pdf

**** Clinically Extremely Vulnerable Groups**

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19#Clinically>

***** Attending Premises**

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>