Residential Fire Risk Assessment Template

A free recording template for fire risk assessments of blocks of flats, HMOs, sheltered housing and other residential premises in England and Wales.

Structured to BS 9792:2025 · Regulatory Reform (Fire Safety) Order 2005

1 Premises, responsible person and scope

Building name and address	
Description of the building Approximate age, construction, number of storeys, number of dwellings, communal facilities	
Premises type	☐ Purpose-built block of flats ☐ Converted flats ☐ HMO ☐ Sheltered or supported housing ☐ Other:
Evacuation strategy	☐ Stay put ☐ Simultaneous evacuation ☐ Phased ☐ Defend in place

Type of assessment

Type of assessment As described in BS 9792:2025 and sector guidance	☐ **Type 1** · Common parts only, non-intrusive ☐ **Type 2** · Common parts, intrusive ☐ **Type 3** · Common parts and a sample of dwellings, non-intrusive ☐ **Type 4** · Common parts and dwellings, intrusive
Areas inspected / not inspected	

People and dates

Responsible person	
UK contact address of the responsible person	
Managing agent (if any)	
Assessor name	
Assessor competency Qualifications, registration, relevant experience. If self-assessing, say so	
Date of this assessment	
Date of previous fire risk assessment	
Recommended review date	

Report reference	

2 People at risk

How many people sleep on the premises?	
Maximum number of occupants at any one time	
Non-residents regularly on site Staff, carers, cleaners, contractors, regular visitors: who and roughly how many	
Children under 18 in the building? Note how many, and whether any are under 5	
Staffing	☐ Staffed 24 hours ☐ Daytime only ☐ Visiting staff ☐ Unstaffed

Residents who may need help to evacuate

Flat / room	Why they may need help (mobility, hearing, sight, cognition, other)	Evacuation capability (unaided / with assistance / fire service assistance)	Person-centred plan or PEEP in place?	Information available to the fire service? (e.g. secure information box)

3 Fire hazards and fire protection checklist

Identify fire hazards

A1	Sources of ignition	Yes	No	N/A	Observations and location
	Are the fixed electrical installations periodically inspected and tested (EICR, normally at least every 5 years)?	☐	☐	☐	
	Is smoking prohibited in the common parts, and is the prohibition observed?	☐	☐	☐	
	Are e-bikes, e-scooters and other lithium battery equipment kept out of escape routes and charged safely?	☐	☐	☐	

A2	Sources of fuel	Yes	No	N/A	Observations and location
	Is refuse stored in designated areas, clear of the building?	☐	☐	☐	
	Are the common parts free of combustible accumulations (furniture, deliveries, stored belongings, pushchairs)?	☐	☐	☐	

A3	Lightning protection (where installed)	Yes	No	N/A	Observations and location
	Is a lightning protection system installed?	☐	☐	☐	
	Has it been inspected and tested in the last 12 months by a competent person?	☐	☐	☐	

Fire protection measures

D1	Fire detection and warning	Yes	No	N/A	Observations and location
	Is the fire detection and warning arrangement suitable for this building and its evacuation strategy?	☐	☐	☐	
	Are detector types and locations appropriate (dwellings, common parts, plant and service rooms)?	☐	☐	☐	

D2	Firefighting equipment	Yes	No	N/A	Observations and location
	Are manual extinguishers provided where required (staffed areas, plant rooms)?	☐	☐	☐	
	Where fitted, are dry or wet rising mains maintained and tested?	☐	☐	☐	

D3	Emergency lighting	Yes	No	N/A	Observations and location
	Is emergency lighting provided on internal escape routes and stairways?	☐	☐	☐	
	Is it in good working order?	☐	☐	☐	

Means of escape

E1	Escape routes	Yes	No	N/A	Observations and location
	Are escape routes clear of obstructions (personal items, mobility scooters, bicycles, prams)?	☐	☐	☐	
	Are final exits openable immediately, without a key, whenever the building is occupied?	☐	☐	☐	

E2	Fire doors	Yes	No	N/A	Observations and location
	Are flat entrance doors fire-resisting and self-closing (FD30S or FD60S as required)?	☐	☐	☐	
	Are intumescent strips and smoke seals present and in sound condition?	☐	☐	☐	
	Are there arrangements for the periodic inspection of flat entrance doors and communal fire doors?	☐	☐	☐	

E3	Signs and notices	Yes	No	N/A	Observations and location
	Are exit signs provided at final exits and wherever the escape route changes direction?	☐	☐	☐	
	Are fire action notices displayed conspicuously in the common parts?	☐	☐	☐	

E4	Emergency evacuation plan	Yes	No	N/A	Observations and location
	Is there a written fire emergency plan for the building?	☐	☐	☐	
	Does the plan cover residents who cannot evacuate without assistance?	☐	☐	☐	

Fire spread

F1	Internal fire spread: linings	Yes	No	N/A	Observations and location
	Do wall and ceiling finishes in the common parts resist the spread of fire?	☐	☐	☐	
	Are linings in good condition, with no damage and no combustible coverings?	☐	☐	☐	

F2	Internal fire spread: structure	Yes	No	N/A	Observations and location
	Are loadbearing elements in reasonable condition?	☐	☐	☐	
	Are floors, beams and columns free from visible damage?	☐	☐	☐	

F3	External fire spread	Yes	No	N/A	Observations and location
	Has the external wall construction been identified and recorded (a duty under the Fire Safety Act 2021)?	☐	☐	☐	
	Where the walls give cause for concern, has a fire risk appraisal of external walls (FRAEW) been carried out?	☐	☐	☐	

F4	Compartmentation	Yes	No	N/A	Observations and location
	Is compartmentation between dwellings and the common parts of a reasonable standard, so far as can be seen?	☐	☐	☐	
	Is there adequate fire stopping around service penetrations (risers, meter cupboards, ceiling voids)?	☐	☐	☐	

Management of fire safety

G1	Fire safety management	Yes	No	N/A	Observations and location
	Is there a suitable record of the fire safety arrangements for the building?	☐	☐	☐	
	Has fire safety information been given to residents within the last 12 months?	☐	☐	☐	

G2	Maintenance and testing	Yes	No	N/A	Observations and location
	Is fire detection and alarm equipment tested weekly and serviced periodically?	☐	☐	☐	
	Are monthly function tests and annual full-duration tests in place for emergency lighting?	☐	☐	☐	

G3	Training	Yes	No	N/A	Observations and location
	Are staff and managing agents trained for their role in the fire safety arrangements?	☐	☐	☐	
	Do staff know how to implement the evacuation strategy?	☐	☐	☐	

G4	Records	Yes	No	N/A	Observations and location
	Are records kept of fire alarm and emergency lighting tests?	☐	☐	☐	
	Are maintenance records kept for all fire protection systems?	☐	☐	☐	

Any other significant fire hazards

Hazards not covered above For example dangerous substances, contractors and hot works, portable heaters, arson risk from unsecured access	

4 Risk rating

	Consequence of fire		
Likelihood of fire	Slight harm	Moderate harm	Extreme harm
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

Risk band	What it means for action
Trivial	No action required and no records other than this assessment need be kept.
Tolerable	No major additional controls required, but keep the position under review and look for low-cost improvements.
Moderate	Reduce the risk. Implement the action plan within a defined period.
Substantial	Considerable resources may be needed. Give the action plan urgent priority; interim measures may be required in the meantime.
Intolerable	The premises, or the affected part, should not remain in use until the risk has been reduced.

Likelihood of fire	☐ Low ☐ Medium ☐ High
Consequence of fire	☐ Slight harm ☐ Moderate harm ☐ Extreme harm
Overall risk rating	☐ Trivial ☐ Tolerable ☐ Moderate ☐ Substantial ☐ Intolerable

5 Summary of significant findings

6 Action plan

P1 Immediate · 24 to 48 hours **P2 High** · 1 to 4 weeks **P3 Medium** · 1 to 3 months **P4 Low** · 3 to 6 months

Ref	Section	Deficiency observed	Action required	Priority	Responsible person	Target date	Done
001							
002							
003							
004							
005							
006							
007							
008							
009							
010							
011							
012							

Interim measures in place until the actions above are complete:

7 Review record

Date of review	Reviewed by	Reason (routine / change / fire or near miss)	Summary of changes made	Next review due

8 Trail of Records: omissions and limitations

Section / item	What was not checked or was excluded	Reason	Date

9 Declaration

Assessor signature	
Assessor name and date	
Seen and accepted by the responsible person Signature and date	