

TRADE STAND RISK ASSESSMENT

Name of stand/ business	
Size of Stand	
Location (if known)	
Other relevant information	
Responsible Person	
Name of risk assessor	
Date	
Signature	

Hazards and sources of combustion – tick as appropriate		
Fire	Ignition sources	Arson
Smoke	Flammable Materials	Open Fires
Waste	Electrical Equipment	Other (please detail)
Dusts	Furniture	
Chemical	Fabrics	
Fuels	Blocked Fire Exits	
People at risk – tick as appropriate		
Staff		Volunteers
Contractors		Guests/Visitors

Control methods in place	
Fire fighting equipment – eg. Extinguishers/ Fire Blanket <i>Recommended for all stands but mandatory for any stand cooking or using hot processes.</i>	
Fire exits	
Training for staff in fire awareness	
Electrical appliance testing	

Fire Risk Assessment Checklist				
	Yes	No	N/A	Controls & Comments
1. Are combustible materials and flammable liquids or gases kept on the stand?				
2. Are all combustible materials and flammable gases stored safely?				
3. If using LPG, are all hoses in good condition, in date and secured with crimped clips?				
4. Is the stand kept free of rubbish and combustible waste materials?				
5. Is any furniture in good condition and upholstered in fire retardant material?				

6. Are all items of portable electrical equipment regularly inspected and fitted with correctly rated fuses?				
7. Is the use of electrical extension leads and multipoint adaptors kept to a minimum?				
8. Are cables run in safe places where they will not be damaged?				
9. Is cooking carried out on the stand?				
10. Does activity on the stand involve combustible materials or other processes involving heat?				
11. Has consideration been given to the evacuation of disabled and vulnerable people?				
12. Are there enough exits of a suitable width for the number of people likely to be present?				
13. Are they signed correctly?				
14. Are all gangways and escape routes free from obstructions, slipping and tripping hazards and combustible materials?				
15. Are there an adequate number of suitable fire extinguishers in place?				
16. Are the fire extinguishers and fire blankets located suitably and ready to use?				
17. What is the next service date of these items?				
18. Have all members of staff been trained in what to do in the event of a fire, fire awareness and use of fire extinguishers?				

Notes: