

The Oread Mountaineering Club Fire Safety Policy.

The Oread Mountaineering Club (O.M.C.) takes its fire safety duties seriously. Therefore this policy has been formed to help the O.M.C. comply with its legal obligations to members and visitors under the Regulatory Reform (Fire Safety) Order 2005 (The Order). The O.M.C. is committed to taking all reasonably practicable steps to ensure the health, safety and welfare of everyone visiting Tan yr Wyddfa and Heathy Lea.

This policy addresses our obligation under The Order that requires the O.M.C. to:

- 1) Develop a policy to minimise the risks associated with fire
- 2) Reduce the risk of an outbreak of fire
- 3) Reduce the risk of the spread of fire
- 4) Provide means of escape
- 5) Demonstrate preventative action
- 6) Maintain documentation and records in respect of fire safety management
- 7) This policy also forms part of our general health and safety policy.

The Responsible Person

The O.M.C. has appointed an officer who is charged the responsibility of ensuring the safety of any person who may legally come onto O.M.C. property (Tan yr Wyddfa and Heathy Lea); and of anyone not on the premises but who may be affected.

The appointed Responsible Person is the Hut Custodian.

The Hut Custodian is responsible for ensuring that competent persons carry out Fire Safety Risk Assessments (see below)

Fire Marshals

The Fire Marshalls are: The Meet Leaders.

The duties of the Marshalls are to:

Assist in evacuations and check all persons are accounted for.

Make contact with the Fire and Rescue Service.

Provide essential information to the Fire and Rescue Service.

Competent Persons.

The Hut Custodian will appoint competent persons to carry out the following duties:

1. Carry out risk assessments
2. Advise Fire Marshalls
3. Assist with fire drills

The Competent Persons could include the members of the O.M.C. Committee and Hut Committees; Oread Meet Leaders.

Documentation and Records.

The O.M.C. keeps records to prove that it has acted responsibly.

All safety related documentation is stored by the Hut Custodians.

The following records will be kept in good order, up to date and available for scrutiny at Tan yr Wyddfa and Heathy Lea, unless otherwise stated.

1. The Fire Safety Policy (This will also be lodged with the Hut Custodian and Hut Bookings Secretary).
2. Fire Evacuation Procedures (Provided to Meet Leaders and displayed in huts.)
3. Copies of all risk assessments (lodged with the Hut Custodians and Hut Committee members.)

4. Records of all Fire Drills listing evacuation times and any comments. (In Fire Protection Log at the huts. Copies archived with the Hut Custodians.)
5. Records of tests of fire alarms.(In Fire Protection Log at the huts. Copies archived with the Hut Custodians.)
6. Records of annual testing of all fire fighting equipment.(In Fire Protection Log at the huts. Copies archived with the Hut Custodians.)
7. Records of periodic tests of emergency lighting.(In Fire Protection Log at the huts. Copies archived with the Hut Custodians.)
8. Records of all scheduled and unscheduled maintenance of fire detection and alarm systems. (In Fire Protection Log at the huts. Copies archived with the Hut Custodians.)
9. Records of inspection, risk assessment and maintenance of electrical equipment or any other hazards identified on risk assessments as relating to fire safety. (Lodged with Hut Custodians.)
10. Records of false alarms and action taken. (In Fire Protection Log at the huts. Copies archived with the Hut Custodians.)
11. Plans of the premises showing fire exits and fire fighting equipment.

Duties of all visitors.

All visitors have a duty to take reasonable steps to ensure that they do not place themselves or others at risk. They are also expected to co-operate fully in complying with any procedures that the O.M.C. may introduce in order to protect the safety of all visitors.

Communication.

The O.M.C. will ensure that anyone making a booking for the hut or contractor is provided with all relevant information related to fire safety. This information will be available in the hut for all visitors and users of the premises.

Procedures.

The O.M.C. has introduced the following procedures in order to maintain high standards of fire safety.

1. The fire evacuation procedures will be practised at least twice annually.
2. All escape routes will be kept in good working order and free from obstruction and combustible materials at all times.
3. Fire fighting equipment will be provided where deemed appropriate by the findings of a risk assessment.
4. All fire related equipment will be regularly serviced and maintained by a competent person or contractor. If any member of the O.M.C. notices defective or missing equipment they must report it to the Hut Custodian or the Hut Booking Secretary.
5. Technological solutions to fire prevention will be examined by the Hut Committees and will be adopted if appropriate. Advice on available equipment and solutions will be sought at regular intervals from the local Fire Adviser.
6. An appropriate fire detection and alarm system will be provided, based on the findings of the relevant risk assessment. Alarm systems will be tested regularly.
7. Emergency lighting will be provided for escape routes where applicable. The need for and extent of the system will be determined by the findings of the relevant risk assessment.
8. The risk of fire spread will be controlled by the provision of fire resisting construction and self-closing fire/smoke resisting doors. The need for and extent of these will be determined by the findings of the relevant risk assessment. These provisions will be kept in good order as part of our regular maintenance schedule.
9. Appropriate signs and notices will be displayed giving clear instructions to members

and visitors in the event of a fire. In addition, signs will be provided to indicate the position of fire extinguishers, and to indicate the emergency exit routes.

Risk Assessments.

The Fire Safety Risk Assessments will be reviewed annually or more frequently if there has been any change.

This policy statement will be regularly reviewed and updated as necessary. The O.M.C. endorses this policy and is fully committed to its implementation.

Sign J. Wilson (President)

N.P. Briggs (H&S Co-ordinator)

Date 16/01/2024 (Approved by Committee)

Review January 2025