



Lusail Real Estate Development Company

Health, Safety, Security, Environment, Logistics & Quality Department

Lusail Operation Safety Management Procedure – Fire Safety & Emergency Plan

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COMPANY PROPRIETARY INFORMATION

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FIRE SAFETY & EMERGENCY PLAN

Prepared and Issued by:

Name:.....

Reviewed and Authorised by:

Name:.....

**FIRE SAFETY AND
EMERGENCY PLAN**

For

Contractor:

Contract No:

Project Address:

Introduction

NB: The Fire Plan should be completed by ticking the appropriate boxes where applicable.

This document deals primarily with procedures to be adopted in the event of fire. The precautions contained reflect International standards and good practice.

Section 5 Emergency Procedures is designed to describe the actions to be implemented to deal with any emergency, including fire.

An emergency includes, fire, terrorist threat, explosion or any other occurrence requiring immediate evacuation of the workplace.

INDEX

SECTION	TITLE	PAGE
	Introduction	
1.0	The Project	1
	Action(s) to be taken	1
2.0	Fire Marshall(s) Appointment and duties	2
3.0	Temporary Buildings and Temporary Accommodation	3
4.0	Fire Certificate(s)	4
	Action(s) to be taken	4
5.0	Emergency Procedures	5
	Action(s) to be taken	6
6.0	Means of Fighting and Preventing the Spread of Fire	7
	Action(s) to be taken	7/8
7.0	Flammable Liquids and L.P.G.	8
	Action(s) to be taken	8
8.0	Hot Work	9
	Action(s) to be taken	9/10
9.0	Storage and Waste Materials	10
	Action(s) to be taken	10
10.0	Electricity and Gas Supplies	11
	Action(s) to be taken	11
11.0	Register of Revisions	12
12.0	Fire Plan Revision	13
	Appendix A - Fire Action Notice	
	Appendix B - Site Layout Plan	
	Appendix C – Site Fire Safety Checklist	

1.0 The Project

Q. Does the work involve the following?

- Construction
- Refurbishment
- Demolition
- Maintenance
- Civil Engineering Construction
- Other (please specify)

Q. Is there a Fire Risk? Yes No

If 'yes' – see Action No. 1,2&3
If 'no' – see Action No. 1

If yes – complete all actions below

Action(s) to be taken:

1. Appoint a named "Fire Marshall" for the Project (see section 2)
2. Complete the relevant sections of this "Fire Plan" as part of the risk assessment for the project.
3. Send a copy of the "Fire Plan" to the H&S Manager inviting comment. Implement any agreed amendments to the plan.

2.0 Fire Marshall(s) Appointment And Duties(Also See SSP13 Procedure)

Before appointing persons to this position adequate instruction and training must be provided to enable them to fulfil their duties. The following person(s) is hereby appointed as the Project Fire Marshall:

Name(s):

Contract:

Section(s):
(if applicable)

The appointed "Fire Marshall(s)" will carry out the following duties:

- (A) Ensure that all procedures, precautionary measures and safety standards as laid down in the Site Fire Safety Plan are clearly understood and complied with by all those on the project site(s). This is best done at the site induction.

- (B) Carry out weekly checks using appendix C.
- (C) Conduct weekly inspections of escape routes, fire brigade access, fire-fighting facilities and work areas and monitor the requirements laid down in the Site Fire Safety Plan.
- (D) Liaise with the H&S Managers to arrange site inspections and familiarisation tours.
- (E) Liaise with site security personnel.
- (F) Regularly monitor and check the detailed arrangements and actual procedures for calling the Fire Brigade.
- (G) During an alarm, ensure a safe evacuation of the site/premises and ensure that all staff and visitors report to the assembly points.
- (H) Supervise periodic emergency evacuation drills

Print.....Sign..... Date

Senior Manager

3.0 Temporary Buildings and Temporary Accommodation

The following rules apply to accommodation constructed for temporary occupation during the construction phase of a project. These rules apply to accommodation placed or constructed within 6 metres of the building under construction or refurbishment or within it.

The rules are:

- a) Walls, doors, roofs and windows must achieve 30 minutes fire resistance.
- b) If vertically stacked the roof/floor assembly and members supporting it should achieve at least 30 minutes fire resistance.
- c) Where floors of temporary accommodation are raised above ground level the space below must be enclosed to prevent accumulation of rubbish. No combustible material should be stored under temporary accommodation.
- d) Temporary accommodation must be constructed from materials which do not significantly contribute to the growth of fire.
- e) If within the building the accommodation should not be more than 7.5 metres above or below ground level.
- f) The accommodation must be fitted with a fire detection system. On larger projects this system must link back to a central control panel.
- g) All heating and cooking appliances must be properly installed with good ventilation.
- h) Automatic fire detection systems must be installed in accommodation used for cooking.

4.0 Fire Certificate(s)

A fire certificate may be required from the H&S Manager.

If more than twenty (20) people are employed at any time therein, (or more than ten (10)) people employed elsewhere than on the ground floor?

Or

Highly flammable materials are store or used on site

Then apply for a fire certificate.

Action(s) to be taken

Application for a fire certificate should be made to the H&S Manager in respect of the site accommodation. Liaise with the H&S Manager/Engineer/Officer.

5.0 Emergency Procedures

	Yes	No
Q. Will “a means of warning” of fire or other emergency be required to commence the evacuation process. (if ‘yes’ – see Action 1.)	<input type="checkbox"/>	<input type="checkbox"/>
Q. Written emergency procedures will be required for the works? (see actions 2 and 3)	<input type="checkbox"/>	
Q. Are there any ‘anticipated’ problems regarding site access for emergency vehicles? (If ‘yes’ – see Action 4)	<input type="checkbox"/>	<input type="checkbox"/>
Q. Are there any ‘anticipated’ problems regarding emergency rescue due to the nature of the works? e.g. tall structures, underground works, confined spaces etc. (If ‘yes’ – see Action 4)	<input type="checkbox"/>	<input type="checkbox"/>
Q. Will there be any on-site facilities for the Fire Brigade? e.g. water mains/hydrants (If ‘yes’ – see Action 5)	<input type="checkbox"/>	<input type="checkbox"/>
Q. Due to the nature of the works, will designated “Fire Escape” routes be needed? (If ‘yes’ – see Action 6)	<input type="checkbox"/>	<input type="checkbox"/>

Q. Due to the nature of the anticipated 'fire fighting equipment on site, will personnel require training in the use of the equipment?

(If 'yes' – see Action 7)

Action(s) to be Taken

- (1) Handbells, whistles, klaxons or manually operated sounders may be practicable so long as they are clearly audible above background noise in all areas and can be readily identified as a 'emergency alarm'.
- (2) Complete and prominently display Fire Action notices.
- (3) Emergency procedures to be written and prominently displayed. Emergency procedures will be based upon the nature and extent of the works or any existing procedures available e.g. clients premises.
- (4) Consultation to be made with the local Emergency Services to discuss specific problems and 'local' site conditions.
- (5) The position of hydrants, dry/wet risers etc. must be ascertained and positive action taken to maintain access to these facilities at all times.
- (6) Clear signs are to be installed and maintained to indicate the locations of access and escape routes.
- (7) Suitable 'instruction and training' in the use of the fire fighting equipment must be provide

6.0 Means of Fighting and Preventing the Spread of Fire

Q. Which of the following will be available on site during the works?

- Portable Fire Extinguishers
- Dry/Wet Rising Mains
- Hydrants
- Automatic Sprinkler/Extinguisher Systems
- "Charged" Fire Hoses
- Fire Engine or "Bowser"

(See Action 1,2+5)

Yes No

Q. Will "fire fighting points" be established around the site?

(If "yes" – see Action 3)

Q. Do the construction works include any permanent fire provisions? e.g. fire stops etc.

(If "yes" – See Action 4)

Action(s) to be Taken

- (1) Facilities available for fighting fire should be checked weekly to ensure, that in the event of an emergency, access is not impeded and that the equipment is serviceable.
- (2) Clear signs are to be installed and maintained to indicate the position of fire fighting facilities e.g. fire extinguishers, dry riser inlets etc.
- (3) Adequate numbers (normally two) of suitable types of portable extinguishers must be located in conspicuous positions with a sign denoting “Fire Point”. In the open they should be situated in red painted boxes raised 500mm above ground level with a “Fire Point” sign at a height readily seen above intervening huts or storage.
- (4) Construction works should be constructed pursuant to contract provisions and so far as is reasonably practicable so that permanent fire stops, compartment walls and fire fighting measures are installed at an early stage to minimise the risk of and the spread of fire.
- (5) Arrange suitable instruction and training in the use of fire fighting equipment.

7.0 Flammable Liquids and L.P.G.

	Yes	No
Q. Will flammable liquids and L.P.G. cylinders be used/ stored on site? (If ‘yes’ – See Action 1)	<input type="checkbox"/>	<input type="checkbox"/>
Q. Will bulk storage tanks for diesel oil be utilised on site? (If ‘yes’ – See Action 2)	<input type="checkbox"/>	<input type="checkbox"/>

Action(s) to be Taken

1. Containers of highly flammable liquids L.P.G. should be stored in securely fenced compounds in the open out of direct sunlight. Compounds should be provided with signs denoting “Highly Flammable Liquids”, “No Smoking”, “No Naked Lights” etc. Ideally storage areas should be at least 10 metres from permanent or temporary buildings.

Products that could add to the intensity of a fire, such as oxygen and acetylene, must not be stored in the same compound as flammable liquids and L.P.G.
2. Bulk storage tanks should be placed on concrete or brick piers and surrounded by an oil tight catch pit, big enough to contain the contents of the tank plus 10%.

8.0 Hot Work

Q. Will “hot work” be carried out during the contract? Yes No

(If ‘yes’ – see 1.2.3)

Q. Will “hot work” be carried out in any of the following?

Yes

Client’s premises (occupied)

Work areas presenting additional hazards e.g. Fuel storage or non-moveable combustible materials

Confined spaces

Structures under refurbishment

Any area where there is a risk of fire

(If ‘yes’ – see Action 4)

Yes No

Will tar boilers be used

If yes these should not be placed on the roof unless non-combustible mats are provided. Gas cylinders must be placed at least 3m from the burner.

(See action 4)

Action(s) to be Taken

- (1) Suitable extinguishers of an appropriate type must be at hand and a careful watch maintained for an outbreak of fire.
- (2) Gas cylinders must be secured in a vertical position and fitted with a regulator and flashback arrestor when in use when in use. When not in use must be fitted with valve safety cap.
- (3) When not in use must be fitted with a valve safety cap.
- (4) Before starting work, the area must be clear of all loose combustible materials. The area should be thoroughly examined one hour after work has finished. Outside combustible material, which cannot be removed, must be protected using sand or other non-combustible material.
- (5) A “Hot Work Permit” system must be implemented. See SSP15-Permit To Work Systems.

9.0 Storage and Waste Materials

Yes No

Q. Will significant quantities of combustible materials be Stored? E.g. timber door/window frames, PVC plumbing etc

If 'yes' – see Action 1

Q. The site will be declared a “No Smoking” area?

See Action 2

Q. Will combustible waste materials be collected and disposed of away from site?

If 'no' - see Action 3

Action(s) to be Taken

1. Combustible materials stores should be preferably contained within secure non-combustible structures or open areas of the site a suitable distance away from temporary site accommodation. Stored combustible materials, must be protected by, flame resistant coverings.
2. A “No Smoking” policy must be established and “No Smoking” notices displayed.
3. All combustible waste must be regularly collected and stored in a skip away from temporary buildings, stores or equipment.

10.0 Electricity and Gas Supplies

Yes No

Q. Will temporary and/or permanent electricity supplies be Installed on site?

(If 'yes' – see Action 1)

Q. Will a permanent gas supply be installed on site?

(If 'yes' – see Action 2)

Q. Will gas appliances be used on site?

(If 'yes' – See Action 3)

Action(s) to be Taken

1. Electricity supplies must be installed in accordance with the International standards and good practice. Temporary installations must be inspected and tested at regular intervals (normally, not greater than three months).

2. All gas supplies must be installed by a competent gas fitter.

3. Gas supply to appliances should be fixed piping or armoured flexible tubing from cylinders located outside of buildings, where practicable, and secured against unauthorised interference

I confirm that the “action points” identified have been/will be positively addressed:

Name:

Position:

11.0

**REGISTER OF REVISIONS
TO THE
FIRE SAFETY PLAN**

