

Circular



**THE CHIEF
FIRE OFFICERS
ASSOCIATION**

The professional voice of the
UK fire and rescue service

Reference number: 2007/1007

Date issued: 24 April 2007

This circular is for: Information

Response: All FRSs should update BASIS with an appropriate email contact (non personal) for notification of premises fire audit.

Title: CFOA /BASIS Protocol for Inspection of Agrochemical Stores

For the attention of: CFOA Members /Fire Safety Officers

Summary: Guidance for FRSs inspecting pesticide, horticulture, forestry and other properties.

CFOA and BASIS have agreed joint working arrangements to provide LAs with operational information to support risk assessment on BASIS member premises and to assist FRSs to target resources appropriately.

BASIS regularly audit their members to ensure compliance with industry requirements, part of this audit involves fire risk assessment. BASIS will inform the local FRS and request a visit by a Fire Authority inspector if it considers the premises is high risk. FRSs will report outcomes of fire inspections to BASIS

BASIS is an independent registration, standards, certification and training organisation working with, and through industry organisations to implement relevant sections of The Food and Environment Protection Act 1985 and other legislative industry Code of Practice requirements.

Expected or recommended outcomes:

Related documentation:

Attached to Circular

Information to follow:

None

Issued by:

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DCO Cheshire FRS

For further information or discussion:

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Guidance for Local Authority Fire
& Rescue Service
Inspecting Officers

BASIS registered premises



1. Introduction

1.1 BASIS is an independent registration, standards, certification and training organisation (serving pesticide, horticulture, forestry and other relevant interests), working with and through industry organisations to implement relevant sections of 'The Food and Environment Protection Act 1985' and other legislative and industry Code of Practice requirements.

1.2 CFOA and BASIS have established and agreed these joint working arrangements which promote opportunities for Local Fire Authorities to acquire operational information about their operational risks and to ensure fire safety resources are targeted towards higher risk to life premises. This guidance is designed to assist Local Authority Fire Inspectors responsible for inspecting BASIS registered premises.

2. Protocol Procedure

2.1 BASIS regularly audit their members premises to ensure compliance with industry requirements. Part of this audit will involve the BASIS assessor reviewing the fire risk assessment. A risk assessment model is supplied by BASIS to all its members; members are however free to use another model if they wish.

2.2 If the BASIS assessor determines that the risk from the storage/process is low or medium, the relevant Fire & Rescue Service will be advised of the existence of the store in order that they may update any hazard information systems held. No fire

safety inspection will be required by the Fire Service although the need for a 7.2(d)¹ visit can be determined locally.

2.3 If the BASIS assessor has assessed the premises as high risk the relevant Fire & Rescue Service will be advised of the assessment finding and a visit by a Fire Authority inspector requested. The High Risk criteria will be allocated by the BASIS assessor according to the quantities and type of storage. Each High Risk premises will be inspected by BASIS annually and a report requested from the fire and rescue service once every 5 years, (as long as it remains in the High Risk category).

2.4 For operational information purposes, BASIS will notify the Fire & Rescue Service of the risk category (A, B, C, - A being the highest) allocated by the Environment Agency to each site. An Environment Agency contact will also be provided should further information be required by the Fire Authority.

3 Administrative arrangements:

3.1 In order to enable the majority of correspondence to be handled electronically, all Fire and Rescue Services should update BASIS with the appropriate email contact details of the department handling these notifications and inspections. This should not be an individual email address to avoid updating problems.

3.2 The process will be initiated by BASIS who will contact the relevant Fire and Rescue Service using a standard letter (appendix 1 and 2). Once an email contact has been established notifications will be emailed.

3.3 Where a premises has been inspected recently, the local Fire Safety Manager will determine whether a specific site visit or a remote audit of the fire safety file is most appropriate.

3.4 Following an inspection/audit of a BASIS registered premises, the Fire and Rescue Service should inform BASIS of the outcome of the inspection (High Risk premises only). Where possible this should be by email to the BASIS address specified on the

¹ Section 7(2)d of the Fire & Rescue Services Act 2004

notification. Fire & Rescue Services should endeavour to respond to BASIS within 4 weeks from receipt.

4 Inspection / audit:

4.1 BASIS registered premises should be audited/inspected using the same inspection criteria as any other premises: i.e. the inspector makes an assessment of the general fire precautions and determines whether these are adequate for the hazard. It is not the remit of the Fire Inspector to assess the appropriateness of the storage facilities or process; this will have been assessed and approved by BASIS. **Approval of a premises by BASIS does not preclude the taking of any enforcement action the Fire & Rescue Service deem necessary.**

4.2 During the inspection/audit, the inspecting officer should collect any information required to meet local operational planning needs i.e. New Dimensions, FSEC² data, access, water supplies, firefighting hazards etc. and update the Service information systems as necessary.

4.3 Inspecting officers should also consider whether the Premises are subject to and compliant with the Dangerous Substances (Notification and Marking of Sites) Regulations 1990 (referred to as the NAMOS Regulations).

4.4 The NAMOS Regulations require the person in control of any site or premise where a total quantity of 25 tonnes or more of dangerous substances are used or stored, or are to become used or stored, to give written notification to both the Fire Service and the Health and Safety Executive. The Health and Safety Executive is the enforcing authority for notification of the storage of dangerous substances and once notified, the Fire Authority is the enforcing authority for the marking of sites with warning signs. The Fire Authority is also responsible for giving directions as to the quantity, type and location of signs.

² Fire Service Emergency Cover Model

Appendix 1

From BASIS (Registration) Ltd
Ashbourne
Derbyshire
DE6 1GH

Direct Line
Our Ref
Your ref
Contact Email

Date

BASIS (REGISTRATION) LTD – Inspection Scheme for Agrochemical Stores

Name & Address of Registrant

Name & Address of Premises/Site
.....
.....

Following an inspection of the above premises on by our assessor, I wish to inform you that in accordance with the CFOA protocol the above premises have been found to fall into the category indicated below:

Low / Med* The quantity and nature of stored product, structure of the building and the standard of management is such that a Fire & Rescue Service fire safety inspection/audit is **not** required. This letter has been sent as a reminder should the Fire Authority wish to update any operational plans.

For your information the Environment Agency has assessed this site as a High (A) / Medium (B) / Low (C)* risk. Their contact is:

.....

Please ensure that BASIS are kept up to date with changes to contact details which occur in your Fire Authority.

Yours sincerely

* Specify

Appendix 2

From	BASIS (Registration) Ltd Ashbourne Derbyshire DE6 1GH	Direct Line Our Ref Your ref Contact Email
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Date

BASIS (REGISTRATION) LTD – Inspection Scheme for Agrochemical Stores

Name & Address of Registrant

Name & Address of Premises/Site
.....
.....

Following an inspection of the above premises on by our assessor, I wish to inform you that in accordance with the CFOA protocol the above premises have been found to fall into the category indicated below:

High* The quantity and nature of stored product, structure of the building and the standard of management is such that a Fire & Rescue Service fire safety **is** required in accordance with the CFOA protocol. We would be grateful if you can make arrangements with the premises in order that your officer can carry out an inspection/audit, and then notify us of the outcome of this inspection

For your information the Environment Agency has assessed this site as a High (A) / Medium (B) / Low (C)* risk s. Their contact is:

.....

Please ensure that BASIS is kept up to date with changes to contact details which occur in your Fire Authority.

Yours sincerely

Specify