



DELL QUAY SAILING CLUB

Dell Quay, Chichester, West Sussex, PO20 7EE. Tel: 01243 785080

27 April 2015

DQSC Reference: DQSC/01/04/04/04 Fire Policy

DELL QUAY SAILING CLUB LTD FIRE SAFETY POLICY

Policy Created	Reviewed/Amended
May 2014	April 2015

This fire safety policy has been prepared by The Commodore Dell Quay Sailing Club as the responsible person for the premises known as Dell Quay Sailing Club (DQSC) to comply with **The Regulatory Reform (Fire Safety) Order 2005 (FSO)**.

1. Policy.

The Dell Quay Sailing Club - Fire Safety Policy is to ensure the safety from fire of all relevant persons on, in or in the vicinity of the premises by effective planning, organisation, control, monitoring and review of the preventive and protective measures.

2. Implementation of this Policy

- a. The functions and actions shown below will be used to ensure compliance with the Dell Quay Sailing Club - Fire Safety Policy.
- b. The provision of suitable and sufficient general fire precautions, assessment of risk and management of necessary fire safety arrangements.
- c. To facilitate the use of this policy the following will be provided;
 - (1) The position of General Committee Health and Safety Representative will be responsible for the provision of **safety assistance** to assist the responsible person in carrying out their duties under the FSO.
 - (2) A suitable and sufficient **fire risk assessment** will be prepared, regularly reviewed, and its **significant findings** acted upon.
 - (3) A suitable and sufficient **fire emergency plan** will be prepared, regularly reviewed, and practised by the conduct/briefing of (regular) fire drills.
 - (4) All **Duty Officers and Galley Supervisors will be trained** to satisfactorily carry out the fire emergency plan, fire drills and any other necessary actions to comply with the FSO.
 - (5) **Members will be provided with comprehensible and relevant information** regarding the risks identified from the risk assessment and any other notification of risk by other members, the preventative and protective measures, the fire emergency plan, and the identities of persons nominated to carry out the duties of the responsible person.
 - (6) Other persons working on the premises, will be provided with the same information as the Members.



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- (7) All necessary systems required as part of the general fire precautions (or other general systems or appliances required to be satisfactorily maintained to prevent the likelihood of fire) will be **tested and maintained** in accordance with the relevant code of practice.
- (8) **Full records** of these measures will be kept and made available for audit by the Fire & Rescue Service as required.