



FIRE SAFETY POLICY

INTRODUCTION

1. This Fire Policy Statement reflects the importance which Loyal Security Ltd attaches to the safety of its staff, contractors and other persons who may be affected by its activities and its property.
2. Loyal Security Ltd takes all reasonable and practicable steps to achieve the objectives and measures outlined below, in the manner that this statement sets out.

THE POLICY

3. Loyal Security Ltd will comply with the Regulatory Reform (Fire Safety) Order 2005 and all other applicable fire safety legislation and standards. Where LoyalSecurity Ltd could be granted exemptions from specific regulations, it is LoyalSecurity Ltd's policy that fire precaution standards and arrangements will be, so far as possible, at least equivalent to those which are set out in the Government Fire Safety Risk Assessment Guidelines.
4. Overall responsibilities for fire precautions are exercised by Fire safety advisor. Fire safety advisor will delegate to Supervisors the proper application of the Fire Action Plan and procedures in their areas of responsibility
5. All members of staff, contractors and visitors are required to follow the standing instructions and fire procedures approved by Managing Director and issued to supervisors. In particular, in the event of a fire alarm sounding in a building where LoyalSecurity Ltd operatives are present, occupants must evacuate the building and only re-enter upon the instruction of a designated Fire Marshall, Security Officer or the Fire Brigade.

OBJECTIVES

6. The Objectives of Fire Risk Management are to:
 - a. Safeguard all personnel in Loyal Security Ltd occupied property, including visitors, from death or injury in the event of a fire or associated explosion.
 - b. Reduce fire incidences.
 - c. Minimise the potential for fire to occur and disrupt the work of Loyal Security Ltd and cause damage to property and the environment.
- 7 In respect of all facilities, which it owns, or leases, Loyal Security Ltd will:
 - a. Provide appropriate means of escape in case of fire
 - b. Ensure that all means of escape are properly maintained, kept free from obstruction and available for safe and effective use at all times.



- c. Provide the means of escape with adequate emergency lighting and maintain this in efficient working order.
- d. Provide and maintain in working order the alarm system or the means of giving warning in case of fire.
- e. Provide and maintain in working order all fire fighting appliances and devices.
- f. Provide appropriate instruction and training for all Loyal Security Ltd staff on the actions to be taken and dealing with a fire.
- g. Provide safety plans stating the precautions to be observed and steps to be taken to protect people and property.
- h. Ensure that measures which are commensurate with the risks and the significance of consequential losses are taken to protect buildings, installations and equipment from fire.

MANAGEMENT AND STAFF RESPONSIBILITIES

- 8. Individual responsibilities and legal duties in respect of fire safety for all Loyal Security Ltd staff are contained in the Fire Action Plan. These Instructions also specify the responsibilities of managers and staff in respect of fire safety.
- 9. All staff are to ensure that designated fire doors are not obstructed or held open other than by an authorised device connected to the fire alarm system, or interfered with in any way.

STANDARDS AND MONITORING

- 10. Mr. Z. Rehman is responsible for the promulgation of the Company Fire Policy, Fire Action Plan, standards and procedures. These are designed to reflect the statutory obligations and particular Fire Risk Management needs of LoyalSecurity Ltd.
- 11. Mr. Z. Rehman will appoint a Fire Safety Officer who will be required to audit the effectiveness of LoyalSecurity Ltd's Fire Policy's and Fire Action Plan and report annually to the Managing Director.
- 12. Mr. Z. Rehman will monitor the application of these arrangements within all areas of Loyal Security Ltd and will notify LoyalSecurity Ltd if, in its opinion, further measures are required to meet all legislative and other requirements.
- 13. This policy statement will be reviewed by Managing Director annually or at more frequent intervals if there are relevant legislative changes.

Managing Director

Date Reviewed: 04-08-2015
Next Review Date: 03-08-2016