

# Fire Training and Management Systems

**Suitable instruction and training** should be undertaken by a **competent person** to ensure that the fire precautions and the actions taken in the event of fire are fully understood.

This **training should be repeated at least annually**.

**Newcomers must be made aware** of the means of escape and fire procedures.

## Competent Person?

A person is to be regarded as competent by The Regulatory Reform (Fire Safety) Order 2005, when they have **sufficient training and experience or knowledge and other qualities to enable them to properly assist in undertaking the preventive and protective measures.**

There needs to be a statement outlining the following **management systems**:

How the **Fire Risk Assessment** will be **completed** and how any **identified hazards** will be **eliminated**.

How **Health and Safety information** is **communicated** to all **relevant people** and how they will **comply with** the findings of the **Fire Risk Assessment**.

All those who are **responsible** for the **implementation of Health and Safety Policy** must be **identified**.

How the success of the **Health and Safety Policy** is **monitored**.

That a **regular review procedure** is set up.

**Definition of 'Relevant Person'**  
Under the RRO2005 relevant persons is defined as any person who is or may be lawfully on the premises or is in the immediate vicinity of the premises.