

## FIRE SAFETY POLICY – STATEMENT OF INTENT

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We recognise that a major fire could have a devastating effect on our businesses at head office (*Old Auction House*) and on a construction site we operate on and to the Directors, Site Management Teams, Operatives and Office personal of the organisations. Fire safety is, therefore of paramount importance and, as a minimum, we aim to comply with legislative requirements and relevant British Standards relating to fire safety.

We are committed to taking all reasonable steps to protect our employees, visitors, and those in the vicinity of our work areas at head office and on the construction sites we operate on. In doing so we will cooperate and coordinate with the Main Contractor/ Client to ensure fire prevention measures designed to eliminate or reduce fire hazards are not tampered with or abused, and are solely used for their intend purpose, thereby reducing the likelihood of a fire occurring. At head office, Preventive maintenance plans will be in place for all fire safety equipment and systems provided.

The likelihood of fire can, however, never be totally removed with the nature of works undertaken especially through the consideration and undertaking of hot works. We will therefore ensure when carrying out hot works that a permit is in place to control the works undertaken with the following measures in place; suitable and sufficient fire extinguishers, clear exclusion zones with barriers, Operatives are trained, competent, authorised and are wearing the correct personal protective equipment (PPE) and allow for sufficient time to safely evacuate the site in an event of a fire.

We will take all practical steps to ensure that our management teams are provided with the necessary support to effectively manage fire safety on sites and at head office to cooperate and coordinate with the Main Contractor/ Client. We will also provide assistance and training necessary for all employees to competently fulfil their fire safety duties and responsibilities.

By means of the above measures, we will endeavour to ensure fire hazards on sites and at head office are no greater than would normally be expected and that the risks to life from fire are reduced to a tolerable level.

In return we expect all our employees to contribute and comply with fire safety procedures on site and at head office. You must ensure, so far as reasonably practicable, that you take care of your own safety, your colleagues' safety, and that of anyone affected by what you do or fail to do at work. In addition, you must not interfere with or misuse anything provided in the interests of fire safety.

The responsibility for implanting fire safety across all sites and at head office lies with the Directors, Site Management Teams, and employees of the businesses. We expect them to plan and organise safe systems of work, maintain records and regularly review fire safety performance.

These actions will enable us to reduce the likelihood of a fire occurring and minimise the effects in the event that one does.

As Operations Director, I shall take on the role of Director Responsible for Fire Safety and full responsibility for ensuring the requirements of this policy are implemented and ensure adequate resources are made available to ensure our legal obligations for Fire safety are not only met but exceeded. The Board of Directors have delegated the responsibility for ensuring this policy is up to date to Steve Crease. (Operations Director) Who will ensure the Fire Policy is reviewed annually.

<b>Steve Crease</b> Operations Director	<b>Signed:</b>	
	<b>Date:</b>	01.02.2024