

HMO Fire Safety Check

An HMO fire safety check against the LACORS housing fire safety guide: escape route, fire doors, detection and alarms, emergency lighting, fire-fighting equipment, kitchens, each room, and the fire risk assessment.

1. Property

Project

Client

Site *

Site address

Property location

Stand at the front door and tap Mark current location. It records where the check was done, useful across a portfolio.

Date *

Time

Checked by *

Storeys

Occupants

Type (choose one)

☐ Bedsits (separate lets) ☐ Shared house (one group) ☐ Flats ☐ Other

Date of the fire risk assessment

Days since the fire risk assessment (if applicable; worked out automatically in the app)

If applicable: The fire risk assessment is more than a year old. Article 9 of the Fire Safety Order says it must be reviewed regularly to keep it up to date, and particularly when there is reason to suspect it is no longer valid or there has been a significant change. Check when it was last reviewed.

LACORS Housing: fire safety is national guidance for landlords and enforcing officers on fire safety in HMOs and other housing. Where the Fire Safety Order applies, it requires a fire risk assessment of the common parts, and LACORS says in practice the whole premises need to be taken into account. LACORS says the Order does not apply to a shared house let as a whole to occupants who have exclusive use of it.

This is a routine check of the fire precautions. It is not the fire risk assessment, which the responsible person must have carried out and kept under review under the Regulatory Reform (Fire Safety) Order 2005 (article 9) for the common parts.

2. Fire precautions

Escape route clear, with no storage or ignition sources (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Photo of the defect (if applicable; photos: attach, or note the file names)

Fire doors to rooms and kitchens close and latch (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Photo of the defect (if applicable; photos: attach, or note the file names)

Fire detection and alarm tested and working (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Photo of the defect (if applicable; photos: attach, or note the file names)

Emergency lighting working, where fitted (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Photo of the defect (if applicable; photos: attach, or note the file names)

Fire blanket in kitchens, extinguishers where provided (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Photo of the defect (if applicable; photos: attach, or note the file names)

Fire safety signs, where the risk assessment calls for them (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Photo of the defect (if applicable; photos: attach, or note the file names)

No overloaded sockets or unsafe heaters (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Photo of the defect (if applicable; photos: attach, or note the file names)

Bins and rubbish stored away from the escape route (choose one)

☐ OK ☐ Defect ☐ Not applicable

What is wrong? (if applicable)

Photo of the defect (if applicable; photos: attach, or note the file names)

Photos of any problems (photos: attach, or note the file names)

Checks OK (worked out automatically in the app)

Checks with a defect (worked out automatically in the app)

Not applicable (worked out automatically in the app)

If applicable: Defects found. Set an action for each one with who will fix it and by when, and tell the landlord or managing agent.

Walk Cam: HMO fire safety walk-round

Walk Cam video walk-through: available in the SiteSurvey app only.

3. Rooms

Rooms (copy this block for each one)

Room *

Detector working?

☐ Yes ☐ No

Fire door closes and latches?

☐ Yes ☐ No

Fire checks failed in this room (worked out automatically in the app)

Issues

Photos (photos: attach, or note the file names)

Rooms checked (worked out automatically in the app)

Detectors not working (worked out automatically in the app)

Room fire doors not closing (worked out automatically in the app)

Rooms with both checks OK (worked out automatically in the app)

If applicable: A detector is not working or a room fire door does not close and latch. Tell the landlord or managing agent now and set an action to fix it.

4. Actions and sign-off

Are further actions needed?

☐ Yes ☐ No

Further actions (copy this block for each one; if applicable)

What needs doing? *

Priority (choose one)

☐ Urgent ☐ High ☐ Medium ☐ Low

Who will do it?

Due date

Status (choose one)

☐ Open ☐ In progress ☐ Completed

Next check due

Set by the fire risk assessment and the landlord's management plan.

Days to next due (if applicable; worked out automatically in the app)

If applicable: The next check due date is before the inspection date. Check the date.

Inspector name *

Position or company

Inspector signature

Signing records what was found on the day. It does not make unsafe equipment safe or replace a thorough examination, design check or service by a competent person.