Royal Mail Group Fire Safety Week – W/C 16 July 2018.
Joint Statement

Royal Mail must carry out fire safety risk assessments for their premises and keep it up to date. This shares the same approach as health and safety risk assessments. Based on the findings of the assessments, Royal Mail needs to ensure that adequate and appropriate fire safety measures are in place to minimise the risk of injury or loss of life in the event of a fire. The assessments need to be reviewed and kept up to date.

The purpose of this campaign is to help raise awareness of the role and responsibilities of RMG Persons in Control (PiCs) who play an important role when it comes to managing fire safety within the areas under their control. This is to ensure RMG's legal requirements are met and to ensure our employees and visitors to the property are kept safe at all times.

"Fire Safety Week" will take place during W/C 17th July and with it there will be a series of tasks that the Person in Control will need to complete as part of the SHE Task Calendar and associated PiC Task List. A Fire Safety Pack has been deployed across RMG for PiCs information.

PiCs are required to complete three key tasks:-
1. Update and close out the Fire Risk Assessment Actions.
2. Check Fire Evacuation Plans and Personal Evacuation Plans.
3. Ensure that all Employees have received their fire training and test this by carrying out fire alarm evacuation exercise.

PiCs will involve and consult with CWU Area and Workplace Safety Reps about: -
- Fire Risk assessments,
- Proposals for improving fire safety,
- Informing and Instructing Staff on Fire risks and precautions,
- Nomination of Fire Wardens,
- Any issues or risks identified which might affect the safety of the employees and proposed remedial action.

Signed:

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