



**abe**



**Level 3  
Certificate in  
Fire Risk  
Assessment**

**Induction Day**

**9 February 2010  
HQ, Northampton**

**£1,200 plus VAT  
£1,100 plus VAT (ABE Members)**

Induction days to be held throughout 2010,  
please visit: [www.abe-assess.org.uk](http://www.abe-assess.org.uk)  
for further information

# Level 3 Certificate in Fire Risk Assessment

## Introduction to ABE-Assess

ABE-Assess is the Accredited Assessment Centre for the Association of Building Engineers. The Assessment Centre was approved in 1999 and offers a wide range of National Vocational Qualifications (NVQs), Vocationally Related Qualifications (VRQs), Certificates and Diplomas for individuals involved in or wishing to work within the Built Environment. All qualifications on offer are accredited by the Awarding Body for the Built Environment (ABBE) and/or Edexcel. All qualifications are accredited by the Qualifications Curriculum Authority (QCA).

## Introduction to the Level 3 Certificate in Fire Risk Assessment

The qualification is designed to enable individuals to achieve a nationally recognised qualification. The candidate is to submit evidence for assessment against National Occupational Standards (NOS).

This qualification is aimed at those who intend to carry out Fire Risk Assessments as 'competent persons' as required by the Regulatory Reform (Fire Safety) Order 2005 (RRO). This qualification has been designed to enable candidates to demonstrate their ability to undertake and use their underpinning knowledge of fire safety in the carrying out of Fire Risk Assessments and the generation of reports and is suitable for both in-house assessors and independent consultants.

## Qualification Aims

This qualification allows successful applicants to produce Fire Risk Assessments on non-complex, low- to medium-rise buildings with a low to medium occupancy, as required by the Fire Safety Regulatory Reform Order (2005).

On successful completion of the qualification individuals will be awarded the Awarding Body for the Built Environment (ABBE) Level 3 Certificate in Fire Risk Assessment.

## Qualification Entry Requirements

Individuals are required to have industry experience and a breadth of fire safety knowledge linked to the identification of fire risks, or have attended the Association's Certificate in Fire Studies course.

## Qualification Outline

All individuals are required to attend the introductory day which

will provide individuals with information on:

- Qualification requirements
- Portfolio building and centre requirements
- Assessment process
- Professional skills, health and safety risks and inspection techniques
- Roles and responsibilities
- Carrying out an inspection
- Producing a fire risk assessment report
- Maintaining and updating a fire risk assessment report.

Following attendance at the introductory session individuals will begin to build a portfolio of evidence. As evidence is received by the Assessor it will be reviewed and feedback provided.

Individuals will be required to sit and pass the ABBE external examination.

## Portfolio Requirements

Individuals are required to build a portfolio of evidence containing a minimum of three reports.

## Qualification Duration

The qualification takes between two to six months to complete. Completion time is dependent on the amount of time the individual can dedicate to the qualification.

## Similar Qualifications

- Level 4 Certificate in Fire Risk Assessment (currently under development)

## Career Progression

Individuals who have successfully completed their qualification may be eligible to progress onto a higher level qualification, if available, or undertake a further qualification in a similar subject area at an equivalent or higher level.

## Membership Opportunities

Membership opportunities may also be available to individuals who have successfully completed a qualification; for further details please visit [www.abe.org.uk](http://www.abe.org.uk) and click on the membership section; alternatively please call 01604 404121 to speak to a member of the Membership Department.

## Qualification Fees

**£1,100 + VAT (ABE Members), £1,200 + VAT**

The qualification fee includes:

- Registration with the Awarding Body
- Assessment of portfolio
- Two attempts at the external examination. (Further attempts at the examination are subject to an additional fee)
- Introduction day
- Access to and support from a designated Assessor

Qualification fees must be paid prior to commencement of the qualification. Instalment options may be offered upon agreement with the Centre.

## How to apply

Candidates are required to submit a completed application form, and any relevant supporting evidence.

**For further information and an application form**  
**E-mail: [abe-assess@abe.org.uk](mailto:abe-assess@abe.org.uk)**

**To obtain the Level 3 Certificate in Fire Risk Assessment, all candidates are required to undertake the four units detailed below**

Unit title	Unit purpose and aims	Learning outcomes
<b>Professional Practice in Fire Risk Assessment</b>	This Unit covers the essential, general competences expected of all professionals regardless of their working environment. Fire risk assessors are expected to work in a safe, effective and professional manner throughout their work, whether they are in an office or elsewhere.	<ul style="list-style-type: none"> <li>• Act in a professional and ethical manner</li> <li>• Contribute to the maintenance of health and security at work</li> <li>• Develop and maintain effective working relationships.</li> </ul>
<b>Fundamental Principles and Concepts for Fire Risk Assessment</b>	<p>The aim of this unit is to provide the candidate with an understanding of the fundamental principles and concepts that underpin the practice of fire risk assessment in respect of:</p> <ul style="list-style-type: none"> <li>• The situation before the introduction of Regulatory Reform (Fire Safety) Order 2005 (RRO) and reasons for change</li> <li>• The responsibilities and obligations imposed by the RRO and in particular the roles of the duty holder, responsible person and competent persons</li> <li>• How buildings are constructed and how they can on one hand contribute to the fire risk and on the other make an essential contribution to fire safety</li> <li>• The nature of fire and fire growth</li> <li>• Identification of fire hazards</li> <li>• Different approaches to ensuring fire safety in respect of protecting those particularly at risk.</li> </ul>	<ul style="list-style-type: none"> <li>• Advise clients on the essential differences between their previous obligations and those now imposed by the Regulatory Reform Order (RRO)</li> <li>• Demonstrate an awareness of the legislation that informs fire safety standards in new construction, material alterations or refurbishment and the alternative approaches available to demonstrate compliance</li> <li>• Interpret a building to determine the type of structure and fabric and services used</li> <li>• Identify the nature and location of building services within a building</li> <li>• Distinguish between active and passive means of containment</li> <li>• Identify the means of communication used to support fire safety</li> <li>• Identify how access within and surrounding the building(s) can assist the fire service</li> <li>• Demonstrate an awareness of the nature of fire</li> <li>• Demonstrate an awareness of ignition and nature of fire growth</li> <li>• Identify the sources and significance of fuel load within a building fire</li> <li>• Identify who might be especially at risk in different circumstances and illustrate the different types of occupant behaviour that may occur when exposed to a fire</li> <li>• Describe tactics that can be utilised in seeking to achieve adequate levels of fire safety within buildings</li> <li>• Outline the difference between passive and active means of fire containment</li> <li>• Outline the difference between prescriptive and performance-based approaches to fire safety design</li> <li>• Illustrate where a shortcoming in respect of passive protection can be compensated for by the use of active means or additional management.</li> </ul>
<b>Prepare to Undertake Fire Risk Assessments</b>	<p>The aim of this unit is to provide the candidate with the ability to:</p> <ul style="list-style-type: none"> <li>• Receive a request to carry out a fire risk assessment and determine if they have the necessary level of competence to undertake the task</li> <li>• Estimate the necessary resources required to undertake the assessment and prepare an estimate</li> <li>• Ensure that the duty holder and/or responsible person understands their obligations under the Regulatory Reform (Fire Safety) Order 2005</li> <li>• Ensure that the terms and conditions are understood and agreed by all parties.</li> </ul>	<ul style="list-style-type: none"> <li>• Respond appropriately to requests to undertake fire risk assessments</li> <li>• Clarify and confirm the requirements and expectations of clients and the scope of the instruction with the context of the RRO</li> <li>• Ascertain the nature of the building and quality of existing documentation on the construction of the premises, nature of the occupancy, previous policies regarding fire safety and 'significant' events</li> <li>• Determine any restrictions in terms of access to the premises or documents and confirm the impact that this may have on the overall assessment</li> <li>• Provide any necessary guidance to the client in respect of the nature of obligations imposed by the Regulatory Reform (Fire Safety) Order 2005 (RRO)</li> <li>• Estimate the resources required to undertake the fire risk assessment and prepare a quotation.</li> </ul>
<b>Undertake and Report on Fire Risk Assessments</b>	<p>The aim of this unit is to provide the candidate with the ability to:</p> <ul style="list-style-type: none"> <li>• Gather and evaluate the evidence necessary to support a fire risk assessment</li> <li>• Determine the hazards and risks that exist</li> <li>• Evaluate ways to remove or reduce the risk</li> <li>• Report significant findings and propose an action plan.</li> </ul>	<ul style="list-style-type: none"> <li>• Inspect building(s) and documents, interpret the findings and produce evidence for use in the fire risk assessment</li> <li>• Conduct the fire risk assessment in accordance with CLG guidance and with reference to the appropriate sections of relevant British Standards</li> <li>• Recognise own limitations when undertaking a fire risk assessment and refer on to a competent person who has the necessary expertise</li> <li>• Record significant findings and recommend an action plan in accordance with CLG guidance and with reference to the appropriate sections of relevant British Standards.</li> </ul>

## Recommended Reading

The series of guides listed below provide information related to the various building types that may be subject to Fire Risk Assessments

CLG Fire Safety Guides:	<b>Offices and Shops</b>	<b>Factories and Warehouses</b>
<b>Sleeping Accommodation</b>	<b>Residential Care Premises</b>	<b>Educational Premises</b>
<b>Small and Medium Places of Assembly</b>	<b>Large Places of Assembly</b>	<b>Theatres, Cinemas and Similar Premises</b>
<b>Open Air Events and Venues</b>	<b>Healthcare Premises</b>	<b>Transport Premises and Facilities</b>

Available to purchase or download from [www.communities.gov.uk](http://www.communities.gov.uk)

### Other ABE fire training opportunities running throughout 2010:

#### Certificate in Fire Studies

The certificate in Fire Studies introduces delegates to the processes involved in the creation and maintenance of a fire safe environment. The certificate is spread over nine sessions and can be taken as individual units or as the whole certificate programme. Subjects covered include:

- Legislative Framework
- Means of Escape, Criteria Delivery and Assessment
- Structural Fire Protection – Materials and Passive Protection
- Fire Safety – Management, Audit and Risk Assessment
- Fire Science, Process and Components
- Approved Document B
- Active Fire Measures – Extinguishment

#### Course Fees

##### Full Course

£1,500.00 + VAT

£450.00 ABE Member Discount 10% Training Affiliate Discount

54 CPD Hours

##### Per Day

£175.00 + VAT

£50.00 ABE Member Discount 10% Training Affiliate Discount

6 CPD Hours

#### Part B – Fire Safety

A two-day workshop reflecting on the application of Part B to differing property types. The workshop is geared to members of the development team, designers and inspectors who have experience and are familiar with the content and use of Part B to develop a safe built environment. Delivery will incorporate an in-depth analysis of the current Part B with particular focus on the checking of plans, supportive passive and active fire measures and the opportunities for varying the provisions.

#### Course Fees

£400.00 + VAT

£50.00 ABE Member Discount

12 CPD Hours

#### FIA/ABE Diploma in Fire Detection and Alarm Systems – BS 5839-1:2002

The protection of life and property is understandably key in the design, installation, commissioning and maintenance of Fire Defence Systems. This three-day training programme examines in detail the elements of Fire Detection and Alarm Systems. From design to maintenance, the process of Fire Alarm Systems is examined with consideration given to relevant legislation, British Standards and good practice.

##### Day 1

£225.00 + VAT

£150.00 + VAT FIA Members

£125.00 + VAT ABE Members

6 CPD Hours (per day)

##### Days 2 & 3

£425.00 + VAT

##### Full Diploma

£525.00 + VAT

**For further information or to book on these courses**

**E-mail: [info@abe.org.uk](mailto:info@abe.org.uk)**

For further information, please contact:

The Awards Department, Association of Building Engineers, Lutyens House, Billing Brook Road, Weston Favell, Northampton NN3 8NW. Tel: 01604 404121. Fax: 01604 784220.

E-mail: [abe-assess@abe.org.uk](mailto:abe-assess@abe.org.uk) Web: [www.abe-assess.org.uk](http://www.abe-assess.org.uk)

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