

## HSE TECHNICAL SERVICES

**AUDITOR:** LOUISE NUAGHTON  
**DATE OF AUDIT:** 11<sup>th</sup> February 2008  
**SCOPE OF THE AUDIT:** FIRE SAFETY  
**AUDITEE:** NIAMH MOONEY & BERNARD LENNON.  
**AUDIT NO:** 2/2008

### NOTES FROM THE AUDIT.

none

RECOMMENDATIONS FROM AUDIT: RECTIFY THE NC'S AND OBS FOUND DURING THIS AUDIT BEFORE EXTERNAL AUDIT TO ISO 901:2000 BY CERTIFICATION BODY

REF. NO	NC/ OBS/ OBJECTIVE EVIDENCE/ AUDIT TRAIL	PERSON RESP.	NC/OBS	CAR NO RAISED
1.	<b>FIRE SAFETY</b>  <b>FIRE PREVENTION AND MANAGEMENT IN BUILDINGS PROCEDURE NO 201 –</b> <ul style="list-style-type: none"><li>· FIRE DRILLS CARRIED OUT IN 2007.</li><li>· RECORDS REVIEWED AND IN FILE</li><li>·</li><li>· EXIT SIGNS, EMERGENCY EXIT CLEAR, EMERGENCY LIGHTING – OK IN PLASSEY BUILDING FEB 2008.</li><li>·</li><li>· MAINTENANCE CONTRACTS SET UP FOR FIRE HYDRANTS. ELITE FIRE PROTECTION 2007/2008 REPORT EXAMINED</li><li>·</li><li>· WATER STORAGE TANKS – MAINTENANCE CONTRACT NOW SET UP WITH IRISH INDUSTRIAL TANKS CHECKED TODAY 11/2/08</li><li>·</li><li>·</li><li>· FIRE RISK ASSESSMENT CARRIED OUT IN MILFORD HEALTH CENTRE IN JANUARY 2008 &amp; ENNIS AMBULANCE CENTRE DECEMBER 2007.</li><li>·</li><li>· FIRE ALARMS MAINTENANCE CONTRACT IN PLACE WITH SIEMENS, CHUBB AND GROUP 4 REPORTS RETURNED TO NIAMH AND BERNARD ON THESE VISITS FROM THE MAINTENANCE COMPANIES.</li><li>·</li><li>· REVIEWED RISK CATEGORISATION PROCEDURES FOR FIRE SAFETY.</li><li>·</li></ul>			

	<p><b>FIRE AND SAFETY TRAINING PROCEDURE NO 204 –</b></p> <ul style="list-style-type: none"> <li>· REVIEWED TRAINING IN FIRE SAFETY CARRIED OUT IN 2007.</li> <li>·</li> <li>· EXTENSIVE AMOUNTS OF TRAINING CARRIED OUT IN 2007 INCLUDING MANUAL HANDLING, OVERVIEW OF SAFETY STATEMENT, FIRE AND SAFETY PROCEDURES EMERGENCY EVACUATION, FIRST AID, ABRASIVE WHEELS, NISO, FIRE MARSHALL.</li> <li>·</li> <li>· REPORT PREPARED BY BERNARD LENNON EXAMINED FOR 2007.</li> </ul> <p><b>FIRE AND SAFETY MAINTENANCE PROGRAMME PROCEDURE NO 207 –</b></p> <ul style="list-style-type: none"> <li>· MAINTENANCE OF FIRE ALARMS FILE REVIEWED.</li> <li>· DATE JUNE 2007 SIEMENS CONTRACT TO SERVICE FILE ALARM.</li> </ul> <p><b>CONTROL OF FIRE HYDRANTS PROCEDURE NO 208 –</b></p> <ul style="list-style-type: none"> <li>· PROCEDURE REVISED AND SIGNED OFF SINCE THE LAST SGS AUDIT.</li> <li>·</li> <li>· FIRE HYDRANTS MAINTENANCE CHECK BY ELITE FIRE PROTECTION REPORT EXAMINED IN THE HSE MID WEST AREA 2007/2008.</li> <li>·</li> <li>· REPAIRS CARRIED OUT TO HYDRANTS AS IDENTIFIED BY CONTRACTOR.</li> <li>·</li> </ul>			
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