

Do you know your responsibilities?

**Fire Safety Information for Owners/
Landlords/Managing agents of Flats**



East Sussex
Fire & Rescue Service

Do you know what the fire evacuation procedure is where you live? Fire Safety Information for Owners/Landlords/Managing agents of Flats.

Are you aware of your legal responsibilities under the changes to the Fire Safety Order 2005 through the Building Safety Act 2022?

1. Have you had a fire risk assessment of the buildings commonways? Commonways are the non-domestic parts e.g. corridors, stairwells, plant rooms.
 - Your duty as a responsible person is to record the fire risk assessment in full, including all the findings.
2. You must provide residents with the following information:
 - Fire doors should be kept shut when not in use and that residents should not tamper with the doors. e.g. the self-closing device.
 - To report any fault with doors immediately.
 - The buildings evacuation strategy must be shared with residents.

For more information, scan the QR code:



3. You have a responsibility to carry out annual and quarterly fire door checks.

If the top storey of the building is above 11m in height you must:

- use best endeavours to check all flat entrance fire doors at least every 12 months; and
- carry out checks of any fire doors in communal areas at least every 3 months.
- Fire Door checks under regulation 10 should be simple and basic. You should not need to engage a specialist to carry these out.

For more information, scan the QR code:



4. Do you know what to do if a lessee doesn't comply with the lease clauses?

Where a tenant or leaseholder (duty holder) fails to comply with their lease agreement (i.e. fails to provide a fire rated front door), Landlords have the power to invoke the lease clauses and potentially evict the noncompliant duty holder.

For further information refer to Section 146 of the Law of Property Act 1925

Landlords responsible for residents in High Risk Residential Buildings (HRRB) 18m tall or 7 storeys.

5. Did you know, The Fire Safety (England) 2022 Regulations made it a legal requirement to have:
- A secure information box installed which include:
 - ▽ Hard copies of the buildings floor plans.
 - ▽ The responsible persons contact details.
 - ▽ A single page block plan, which identifies key firefighting equipment.

- Wayfinding signage to be clearly visible. Ensuring floor numbers are clearly marked on each landing within the stairways and lobbies.

For more information,
scan the QR code:



For more information regarding
The Fire Safety (England)
Regulations please scan
the following QR code:



If you need this information in
a different format or language
please visit:

www.esfrs.org/contact-us
or call 0303 999 1000



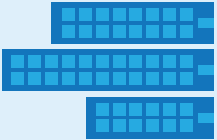
Scope



Residential buildings with 2 or more domestic premises with common areas



Residential buildings between 11m and 17.9m in height



Residential buildings 18m (or 7 storeys) and above in height

Provisions that Apply

- 1 Fire Risk Assessment Prioritisation Tool
- 2 Information to residents - fire safety instructions
- 3 Information to residents - fire doors*

* Please note: fire door requirements differ for buildings above and below 11m in height.

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- 4 Fire door checks

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- 5 Secure information box
- 6 Design and materials of external walls
- 7 Floor plans and building plan
- 8 Lifts and firefighting equipment
- 9 Wayfinding signage