

# Do you know your responsibilities?

## Fire Safety Information for Tenants/ Leaseholders/Renters in Flats



**East Sussex**  
Fire & Rescue Service

# Evacuation Strategy

Do you know what the fire evacuation procedure is where you live?

In all flats, including high rise flats, there are usually one of two evacuation procedures adopted:

## 1. Defend in Place (Stay put).

In most purpose built blocks of flats a stay put policy will be in place as the building has been designed and built to resist fire (minimum 60 minutes) and stop the spread of smoke.

For example, if you live in a high or medium rise building the evacuation strategy is likely to be stay put. There will be no sounders present in the commonways. However, there may be detectors in corridors and stairwells which are there to operate Automatic Opening Vents (AOV) systems. You should also have detection in your own flat which is solely there to alert you should you have a fire in your own flat, enabling you to get out and call the Fire Service.

## 2. The Simultaneous evacuation.

This evacuation procedure is when everyone within the building evacuates to a place of safety on hearing the alarm. This is most often found in buildings that have been converted to flats or a House in Multiple Occupation (HMOs), as they have mostly likely been designed to resist fire for 30 minutes rather than 60 minutes. Premises operating a

simultaneous evacuation will have detectors and sounders in all the common parts as well as within the flats themselves and there will usually be an alarm panel and manual call points within the property too.

For more information,



scan the QR code:

If in doubt, ask your Managing Agent/Landlord/Leaseholder to clarify which evacuation strategy is in operation in your building.

No matter which evacuation strategy your building has, you should have a working smoke detector inside your flat. If you are unsure whether you have one or have any questions, please contact East Sussex Fire and Rescue Service for a free home safety visit. A safe & well advisor will visit your home and provide you with guidance and a smoke detector if necessary.



# Fire Doors

## 1. Do you know the components of a fire door?

- A fire door will have 3 hinges.
- Its thickness should be no less than 44mm.
- The door must have a self-closing device, so that it closes fully behind you. For further information refer to BS EN 115439.
- The door must have intumescent strips and smoke seals to resist the passage of smoke and fire.

## 2. Do you know your responsibilities?

If you have a contract or tenancy agreement (e.g. a lease) then you have responsibilities as a duty holder, under the Fire Safety Order 2005.

- If you are a Tenant – you may have a legal responsibility not to tamper or change your flat front door and to report any repairs or defects.
- If you are a Leaseholder – you may have a responsibility under your lease agreement to comply with the freeholder and carry out any fire safety works, which may include changing your flat front door to a compliant fire door.

For more information, scan the QR code:



## 3. Do you know how to report a repair?

Make sure you inform your landlord or managing agent of any defects or repairs straight away.

Did you know it's your responsibility to look after your flat front door? Not to make any alterations to it? This is to ensure in the event of a fire breaking out in your flat, it will close behind you as you leave and resist fire and stop the spread of smoke.

For more information, scan the QR code:



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

[www.esfrs.org/contact-us](http://www.esfrs.org/contact-us)

or call 0303 999 1000



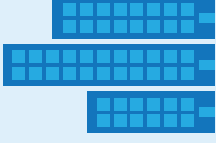
## Scope



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.

- 1
- 2
- 3



- 4 Fire door checks

- 1
- 2
- 3
- 4



- 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

This diagram is illustrative only and does not represent official guidance.

Please go to [gov.uk](https://www.gov.uk) for the full guidance from the Home Office on The Fire Safety Act 2021 and The Fire Safety (England) Regulations 2022.