

METHOD STATEMENT**Method Statement
of
Fire Extinguisher Servicing****CONTENTS**

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METHOD STATEMENT

1. SCOPE

This document has been prepared with a view to detailing and informing the customer in respect of the Emergency Light testing undertaken by Reaction Group. Reaction Group performs these activities under the British Standards 5306 for the commissioning, installation, service and maintenance of fire extinguishers, which is a document produced by and available from the British Standards.

2. ABOUT REACTION GROUP

Reaction Group is committed to providing a quality cost effective Fire extinguisher servicing to our Customers believing that our success is based on the success of our customers. We believe in an open and honest relationship and will endeavour to meet our customer requirements where practically possible.

3. THE LAW

Under UK law The Health and Safety at Work Act puts the responsibility to employers for ensuring the safety and health of their employees and the public, if these are at risk from those work activities, this includes Fire Extinguishers

The legislation of specific relevance to Fire Extinguishers is:

- The Health and Safety at Work Act 1974
- The Management of Health and Safety at Work Regulations 1999 (amended 2006)
- The Workplace (Health, Safety and Welfare) Regulations 1992
- Regulatory Reform (Fire Safety Order) 2005

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4. INSPECTION AND SERVICING

- On arrival to site, if required a site induction will be undertaken
- Work area to be cleared and barriers/warning signs to enable safe access/work space
- Full visual inspection of extinguisher body to be undertaken before work commences
- Extinguishers to be weighed and weights recorded to ensure there has been no discharge
- All works to be carried out to BS 5306
- Before putting back into service, bodies of extinguishers to be cleaned
- Work areas to be left clean and inspected by customer.

5. REPORTS

Upon Completion of the servicing a report shall be generated detailing the tests and results undertaken. This report shall be forwarded to the nominated customer contact. Reaction Group will provide the reports in pdf format and emailed to nominated customer contact. A test label recording all test results and the engineer's initials shall be fixed to the body of the extinguisher

6. RISK ASSESSMENT

Reaction Group is committed to working in a safe environment for its own employees, customer employees and visitors to customer premises at the time of testing. As such specific hazards in the working environment have been identified in Reactions Risk Assessment RA-06, and can be discussed with the duty holder prior to commencement of the works.

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METHOD STATEMENT REVIEW

Written by: Mike Holland-Porter**Position:** Technical Director**Date:** 14/02/2020**Review Date:** 14/02/2021

This Method Statement is to assist with the process of carrying out Fire Extinguisher Servicing on customers sites and works in conjunction with RA-06 Fire Extinguisher Servicing risk assessment.

If the work activity changes or deviates from that originally envisaged, we will seek further advice and request an amended method statement.



Mike Holland-Porter - Technical Director