ProQual Level 3 Award in Fire Risk Assessment Awareness

Qualification Specification

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Introduction

The ProQual Level 3 Award in Fire Risk Assessment Awareness provides a nationally recognised industry specific qualification for candidates who have a responsibility in dealing with fire safety related tasks in their work area. There are no specific qualifications required for entry on to this qualification, but it is a natural progression from the achievement of a Level 2/3 course and/or qualification in Fire Door Installation, Fire Door Inspection & Fire Compartmentation.

The awarding body for this qualification is ProQual Awarding Body (www.proqualab.com) and the regulatory body is the Office of Qualifications and Examinations Regulation (Ofqual). The qualification has been accredited onto the Regulated Qualifications Framework (RQF) and is published on Ofqual's Register of Qualifications.

Qualification Profile
Level 3 Award in Fire Risk Assessment Awareness

Qualification title	**ProQual Level 3 Award in Fire Risk Assessment Awareness**
Ofqual qualification number	610/0780/8
Level	3
Total Qualification Time	30 hours (20 GLH)
Assessment	Pass or fail Internally assessed and verified by centre staff External quality assurance by ProQual verifiers
Qualification start date	11/4/2022
Qualification end date	

Entry Requirements

Centres should carry out an **initial assessment** of candidate skills and knowledge to identify any gaps and help plan the assessment.

Qualification Structure

To achieve the qualification candidates must complete one Mandatory unit.

Mandatory Unit			
Unit Ref.	**Title**	**Level**	**GLH**
M/650/2208	Fire Risk Assessment Awareness	3	20

Centre Requirements

Centres must be approved to offer this qualification. If your centre is not approved please complete and submit form **ProQual Additional Qualification Approval Application**.

Staff
Staff delivering this qualification must be appropriately qualified and/or occupationally competent.

Assessors/Internal Quality Assurance
Assessors must have verifiable, current industry experience and a sufficient depth of relevant occupational expertise and knowledge, and must use a combination of assessment methods.

Assessors and internal quality assurance verifiers for competence-based units or qualifications will normally need to hold appropriate assessor or internal quality assurance qualifications.

Support for Candidates

Materials produced by centres to support candidates should:

- enable them to track their achievements as they progress through the learning outcomes and assessment criteria;
- provide information on where ProQual's policies and procedures can be viewed;
- provide a means of enabling Internal and External Quality Assurance staff to authenticate evidence

Assessment

This qualification is competence-based, candidates must demonstrate the level of competence described in the unit. Assessment is the process of measuring a candidate's skill, knowledge and understanding against the standards set in the qualification.

The qualification must be assessed by an appropriately experienced and qualified assessor, and internally quality assured.

Each candidate is required to demonstrate their achievement of all of the learning outcomes and assessment criteria through an appropriate assessment method.

Learning outcomes set out what a candidate is expected to know, understand or be able to do.

Assessment criteria specify the standard a candidate must meet to show the learning outcome has been achieved.

Learning outcomes and assessment criteria can be found from page 7.

Internal Quality Assurance

An internal quality assurance verifier confirms that assessment decisions made in centres are made by competent and qualified assessors, that they are the result of sound and fair assessment practice and that they are recorded accurately and appropriately.

Adjustments to Assessment

Adjustments to standard assessment arrangements are made on the individual needs of candidates. ProQual's Reasonable Adjustments Policy and Special Consideration Policy sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that ProQual provides for some of these arrangements.

Centres should contact ProQual for further information or queries about the contents of the policy.

Results Enquiries and Appeals

All enquiries relating to assessment or other decisions should be dealt with by centres, with reference to ProQual's Enquiries and Appeals Procedures.

Certification

Candidates who achieve the requirements for this qualification will be awarded:

- A certificate listing all units achieved, and
- A certificate giving the full qualification title -

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Claiming certificates

Centres may claim certificates for candidates who have been registered with ProQual and who have successfully achieved the qualification. All certificates will be issued to the centre for successful candidates.

Unit certificates

If a candidate does not achieve all of the units required for a qualification, the centre may claim a unit certificate for the candidate which will list all of the units achieved.

Replacement certificates

If a replacement certificate is required a request must be made to ProQual in writing. Replacement certificates are labelled as such and are only provided when the claim has been authenticated. Refer to the Fee Schedule for details of charges for replacement certificates.

Unit M/650/2208 **Fire Risk Assessment Awareness**	
Learning outcomes *The learner will:*	**Assessment criteria** *The learner can:*
1. Understand how to assess the risk of fire in the built environment	1.1 Demonstrate knowledge and understanding of the principles and practices of how to identify fire risks in a building. 1.2 Describe relevant and current best fire safety practices. 1.3 Describe how the principles and fire risk management relate to the protection of persons within the premises. 1.4 Describe how the principles and fire risk management relate to the protection of persons around the premises. 1.5 Assess the controls in place, relevant to the occupational use of a building, and make recommendations for additional or improved controls and processes to maintain or improve safety in the premises. 1.6 Compile a fire risk assessment from a given scenario. 1.7 Demonstrate through writing a risk assessment that clear, knowledgeable and appropriate advice is given to the duty holder of those premises.
2. Be able to reference Fire Safety Law for England and Wales	2.1 Make knowledgeable, accurate and appropriate references to Fire Safety Legislation. 2.2 Demonstrate knowledge of the Regulatory Reform (Fire Safety) Order 2015, The Fire Safety Act 2021, Approved Document B and other relevant legislation. 2.3 Refer to appropriate Fire Safety Legislation in recommendations in their Fire Risk Assessments.
3. Be able to reference appropriate guidance documents	3.1 Demonstrate knowledge of the types of penalties that can be initiated by relevant enforcing authorities for non-compliance relating to the premises where risk assessments are carried out. 3.2 Describe and interpret what actions enforcing authorities have at their disposal. 3.3 Distinguish between fire safety measures required by fire safety legislation and the process fire precautions required by Health & Safety Legislation.
4. Understand the behaviour of fire in the built environment including ignition sources of fire and how to manage them	4.1 Explain the term Managing Fire Safety and its relationship to Fire Risk Assessment. 4.2 Identify fire hazards in relation to commercial premises. 4.3 Identify sources of fuel, oxygen and ignition in relation to fire including: • Electrical installation and appliances • Lightening • Cooking • Heating and Lighting • Smoking • Overheating Machinery • Spontaneous ignition • Hot Works • Stored paper and cardboard • Furniture, fixtures and fittings

	4.4 Explain the 4 stages of fire. 4.5 Plot the Fire Flow Path. 4.6 Explain and advise on Flashover potential of fire in premises. 4.7 Explain the causes and potential causes of Backdraft. 4.8 Identify possible arson target areas in commercial premises.
5. Understand the effects of fire on people and human behaviour in fire situations	5.1 Identify the problems and reactions of people in regard to fire alarms and signals in fire evacuations. 5.2 Recognise the elements of a building fire and what is involved in a building fire event. 5.3 Recognise the behaviour of people as they interact with the environment, building and others during a fire event. 5.4 Explain the Phases of a Building Evacuation taking in to account the behaviours of people involved. 5.5 Describe human behaviour in a fire situation. 5.6 Describe the 9 factors considered to create the model of human behaviour in a fire evacuation situation. 5.7 Use pre-determined human behaviour analysis to assist in the advice given in a written fire risk assessment.
6. Understand means of escape	6.1 Explain why all persons within the premises should be able to reach ultimate safety in a fire evacuation - aided or unaided without Fire Rescue services(FRS) assistance. 6.2 Explain why any Emergency Plan for the premises must be compatible with the normal everyday use of premises. 6.3 Explain the principles relating to alternative escape routes, dead ends and single directions of escape. 6.4 Explain the principles relating to horizontal and vertical means of escape. 6.5 Explain where phased evacuation would be used. 6.6 Explain where silent alarms would be used and why. 6.7 Explain the reasons and principles where and why 'stay put' and 'refuge areas' would be used. 6.8 Explain the principles relating to fire escape routes, the adequate numbers and dimensions of routes and exits. 6.9 Differentiate between relative and ultimate places of safety. 6.10 Calculate and describe the reasons for escape travel distances. 6.11 Measure escape travel distances. 6.12 Explain the precautions needed to ensure smooth, clear escape from fire situations in premises. 6.13 Describe what a protected escape route is. 6.14 Describe the relationship of fire detection systems and the means of escape. 6.15 Describe how smoke detection and smoke control systems assist in means of escape. 6.16 Describe the appropriate and necessary fire safety and evacuation related signage and its maintenance. 6.17 Describe the provision of emergency lighting, its function and maintenance needs. 6.18 Describe how, and how regular emergency lighting is tested and maintained.

	6.19 Describe the procedures and methods used for assisted evacuation, including the training of staff in emergency situations, procedures and use of appropriate and specialised equipment to aid the evacuation.
7. Understand fire prevention	7.1 Demonstrate knowledge of and apply the appropriate principle of fire prevention. 7.2 Identify the different types of fire hazards. 7.3 Describe the different types of fire hazards and how to eliminate or remove those hazards. 7.4 Evaluate the fire risk and advise/consider the appropriate method of managing the risk. 7.5 Explain the outcomes in function of the property in relation to fire risks if they are removed. 7.6 Explain the term 'as low as reasonably practicable' (ALARP) 7.7 Describe how ALARP should be proportionately applied to fire risks in premises. 7.8 Demonstrate, through writing an on-site Fire Risk Assessment, the hierarchy of hazard removal, hazard reduction. 7.9 Explain which appropriate protective measures should be implemented if the fire risk hazard cannot be reduced to an acceptable level. 7.10 Advise, through writing an on-site Fire Risk Assessment how to maintain the changes/advice of changes and the use, structure and the layout of premises that those changes affect.
8. Understand fire protection (Passive fire systems, compartmentation and Active fire systems)	**Passive Fire Protection** **Fire doors and furniture** 8.1 Explain the importance of correctly fitting fire doors, and the required tolerances for those fire doors in relation to the gaps around the leaf and door frame. 8.2 Explain the reason for intumescent fire and smoke seals in fire rated fire doors. 8.3 Identify the condition of fire and smoke seals on fire rated doors. 8.4 Explain the requirements of the correct fire rated ironmongery used on fire rated doors. 8.5 Explain the need for self-closing devices on fire rated doors, how they should operate and the frequency of testing the door closers. 8.6 Locate and identify Third Party Certification for the fire rated door. 8.7 Explain the operation of hold open devices, where they should be used and check their functionality. 8.8 Identify any techniques for upgrading or changing the certified fire rated doors such as: • Painting fire doors • Using intumescent paints for fire safety • Replacing ironmongery like for like and the legal implications of not doing so • Cutting in a letterbox or other invasive work on a certified fire rated door

	• Screwing door numbers and signs on to fire rated doors • When to advise replacement of fire rated doors and/or its ironmongery **Fire resistant glazing** 8.9 Identify the location of fire-resistant glazing in a building, including fire rated doors. 8.10 Explain the different types of fire-resistant glazing, its limitations and different applications in construction 8.11 Explain how the fire resistance of glazing can be compromised and the effects of that damage on its fire resisting abilities **Fire-resisting dampers (intumescent or mechanical)** 8.12 Demonstrate knowledge of their operation, how often they are checked (from maintenance records) 8.13 Describe their operation as part of the smoke control system (from maintenance records) **Fire-resistant ductwork (including penetration seals)** 8.14 Explain the need for penetration seals to maintain fire resistance where it penetrates a fire compartment and/or fire resisting walls/floors 8.15 Identify unsuitable repairs and advise on correction of those repairs 8.16 Visually inspect the penetration seal and advise on its condition **Fire resisting walls including curtain walls** 8.17 Explain the significance of their role in protecting escape routes, delaying the effects of fire penetration in order to protect life 8.18 Identify damage that might compromise the effectiveness of a compartmentation wall or curtain wall 8.19 Advise on effective repairs to any damage identified to maintain the integrity of the compartment function of the walls **Active fire protection** **Fire detection and alarms** 8.20 Explain the different fire detection alarms and the fire risks they are manufactured for 8.21 Explain how fire detection systems interlink with other systems and why 8.22 Demonstrate knowledge of the available adaptations to the system for deaf and hard of hearing people 8.23 Explain the frequency and routine maintenance and testing **Emergency escape lighting** 8.24 Describe the common forms of emergency lighting, types of operation (self-contained and central systems, maintained and non-maintained) 8.25 Explain the relationship between emergency lighting and fire safety signage 8.26 Explain the frequency and type of maintenance and testing for emergency lighting

	Fire-fighting equipment 8.27 Describe situations where fire-fighting equipment is necessary 8.28 Describe the different fire extinguishers, their applications and limitations 8.29 Demonstrate knowledge of the requirements for the selection, siting and provision for fire-fighting equipment **Fire suppression systems** 8.30 Describe the types of fire suppression systems 8.31 Explain the frequency and type of testing and maintenance of fire suppression systems **Smoke control systems** 8.32 Describe the types of smoke control systems 8.33 Explain the frequency and type of testing and maintenance of smoke control systems
9. Understand the management of fire safety in the built environment	9.1 Advise what is required for a Fire Safety Evacuation Plan for premises 9.2 Describe what information and the need for an Emergency Response Plan for premises 9.3 Describe how mobility and other disability limitations of people using the building can affect the evacuation strategy 9.4 Describe how children and the elderly using the building can affect the evacuation strategy 9.5 Describe how premises used for sleeping or people otherwise unable to escape unaided using the building can affect the evacuation strategy 9.6 Describe what Personal Emergency Evacuation Plans (PEEP's) are 9.7 Describe evacuation strategies including simultaneous evacuation, phased evacuation, progressive horizontal evacuation, zoned evacuation.

Assessment

There must be valid, authentic and sufficient for all the assessment criteria. However, one piece of evidence may be used to meet the requirements of more than one learning outcome or assessment criterion.

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