Dear Provider,

I am writing to you as a precaution in light of the recent tragedy at Grenfell Tower block in London to ensure that you are aware of your responsibilities in relation to fire safety.

As a matter of urgency I will also be seeking assurance that your property complies with current fire regulations and guidance.

**Who’s responsible**

Those responsible for the premises must carry out a fire safety risk assessment, keep it up to date, and use it to ensure that necessary fire safety measures are in place.

You’re responsible for fire safety in business or other non-domestic premises if you’re:

* an employer
* the owner
* the landlord
* an occupier
* anyone else with control of the premises, for example a facilities manager, building manager, managing agent or risk assessor

You’re known as the ‘responsible person’. If there’s more than one responsible person, you have to work together to meet your responsibilities.

The Fire Safety Order also applies if you have paying guests, for example if you run a bed and breakfast, guesthouse or let a self-catering property.

Fire safety rules are different in [Scotland](http://www.scotland.gov.uk/Topics/Justice/public-safety/Fire-Rescue/FireLaw/FireLaw) and [Northern Ireland](http://www.nifrs.org/firesafe).

**Responsibilities**

As the responsible person you must:

* carry out a fire risk assessment of the premises and review it regularly
* tell staff or their representatives about the risks you’ve identified
* put in place, and maintain, appropriate fire safety measures
* plan for an emergency
* provide staff information, fire safety instruction and training

You can read about how to [make sure your premises are safe from fire](https://www.gov.uk/government/publications/making-your-premises-safe-from-fire).

**Find out more**

* The [Department for Communities and Local Government (DCLG) website ](http://www.communities.gov.uk/firesafety)[1] has advice on the legislation, including premises-specific guidance documents designed to help you meet your responsibilities under the Regulatory Reform (Fire Safety) Order 2005.
* The HSE website has [guidance on fire safety in the construction industry](http://www.hse.gov.uk/construction/safetytopics/fire.htm)

Please let me know if you believe you will have any difficulty in complying with your responsibilities. You can contact Devon and Somerset Fire and Rescue Service on 01392 872 200