

TEMPORARY ACCOMMODATION FIRE CHECKLIST

CHECKLIST — MONTHLY

Cabins, welfare, heaters, cooking, electrics, LPG, smoking, detection and escape

KD-FIRE-TA-007 Rev A0

Site cabins are where people cook, dry clothes, charge batteries and sit at lunchtime, and they burn fast. The Joint Code, where the insurer requires it, sets a construction standard for temporary buildings and a separation from the building under construction; write those in from the current edition or the insurer's letter — this sheet does not set them. Completed at set-up, monthly, and when a cabin is moved or added. The weekly extinguisher check is KD-INS-FS-009; section 7 of the fire plan (KD-FIRE-FP-002) says what was decided.

1 SITE AND ACCOMMODATION

PROJECT / SITE REF	SITE	DATE	CHECKED BY
UNITS ON SITE	CONSTRUCTION STANDARD REQUIRED / ACTUAL	SEPARATION REQUIRED / ACTUAL	OCCASION

2 CONSTRUCTION AND SITING

- Units are of the construction standard written above, or the insurer has agreed the difference in writing
- Units sited the required distance from the building under construction, the fuel store, the LPG store and the skips
- Stacked units have a protected stair and a second way down from the upper level
- Gaps under and between units clear of waste and combustibles; nothing stored against the outside walls
- Appliance access to the cabins and past them kept open

3 DETECTION, ALARM AND ESCAPE

- Smoke detection in every unit, interlinked where there is more than one, tested this month and the test recorded
- Alarm audible in every unit, and the units' sounders part of the site alarm test (KD-SITE-FD-030)
- A second way out from every unit where the fire risk assessment or the Joint Code requires it — stacked units, canteens, drying rooms, any unit with more than one room — and from the upper level of every stack; exit doors open without a key and are not blocked by furniture, lockers or drying racks
- Escape from the cabins to the muster point signed and lit
- Extinguisher at each exit and in the canteen — the correct type for cooking where cooking is allowed

4 HEATERS, COOKING AND ELECTRICS

- Heating is fixed electric with guards; no portable LPG or liquid-fuel heaters inside any unit
- Drying room heater thermostatic, guarded and clear of clothing; clothes not dried on heaters or in the canteen
- Cooking only where the fire plan allows, on the appliance it names, with a timer or a named person who switches off at the end of the break
- Temporary electrics inspected on KD-INS-TE-008; no adaptors daisy-chained; no damaged leads
- Batteries — tools, e-bikes, e-scooters — charged only at the designated point, on a non-combustible surface, never overnight, and never in the drying room

5 LPG, FLAMMABLES AND SMOKING

- No LPG cylinders inside or under any unit; a canteen supply, if there is one, is outside in a ventilated cage with the hose and regulator in date
- No flammable liquids, paints or aerosols stored in the cabins
- Smoking and vaping only at the designated area, away from the cabins and the stores, with a metal bin; none in the drying room
- Bins emptied daily; no waste under the stairs or between the units

6 DEFECTS AND ACTIONS

DEFECT	ACTION / BY WHOM	BY	FIXED

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continued

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7 SIGNATURES

Checked by:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

Site fire safety coordinator — seen:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.