



2.1.2 Fire Safety Unit (FSU)

Staff in the Unit

The Fire Safety Unit is staffed by professional fire safety personnel and includes:

- University Fire Safety Adviser
- Deputy University Fire Safety Adviser
- Fire Safety Co-ordinators

Further details including contact information can be found at

<http://www.ed.ac.uk/schools-departments/health-safety/fire-safety/about>.

Main responsibilities of the Unit

The Fire Safety Unit aims to ensure that:

- Support and advise the Central Management Group (through the University Health and Safety Committee), Heads of School and Director of Estates, to meet, deliver and maintain statutory fire safety obligations
- Support the Fire Coordinators in their role and provide adequate training to maintain competence
- Ensure Fire Risk Assessments are carried out for all new premises on an appropriate timescale
- Ensure a training programme for Fire Coordinators and Fire Stewards is maintained and delivered
- Provide a programme for general staff fire safety training
- Review all fire safety risk assessments as necessary
- Provide liaison and support on all matters relating to fire safety provision within the University estate portfolio
- Liaise with the Scottish Fire and Rescue Service (SFRS) on all statutory fire safety matters
- Ensure all fire incidents are investigated and monitor all calls to the SFRS

Training offered

The Fire Safety Unit offers training in all aspects of fire safety including fire awareness, fire stewards and co-ordinators and fire extinguishers. Full details can be found at <http://www.ed.ac.uk/schools-departments/health-safety/fire-safety/training>.

Further guidance and information

Further guidance and advice can be found at <http://www.ed.ac.uk/schools-departments/health-safety/fire-safety>.

Extract from Health and Safety Policy – Framework: Organisation
**([http://www.docs.csq.ed.ac.uk/Safety/Policy/Framework -
Organisation.pdf](http://www.docs.csq.ed.ac.uk/Safety/Policy/Framework-_Organisation.pdf)) dated 12/07/2017**