

Fire Risk Assessment

Shakespeare House

Version 5

21 April 2023



Review Date: 21 August 2023

Score: Tolerable Risk

Assessor: Andy Corby

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Action Plan Summary

Task No.	Category	Sub Category	Action Required	Priority	Status	Action Taken	Date Completed
1	Escape Routes & Fire Spread	Fire Doors	Repair the self-closing device on the following doors: The staircase door on the 1st floor. It appears the mechanism is broken and the door is held open rather than self-closing as it should.	Medium	Identified		
2	Signs & Notices	Fire Door Signage	Provide Fire Door Keep Closed signs on the following doors: Staircase door, 1st floor.	Low	Identified		

3	Escape Routes & Fire Spread	Construction and Glazing	Provide fire stopping at the following locations:	Medium	Identified
			<p>Gas meters are located externally in a secured cupboard in the rear enclosed courtyard. However, they still potentially affect the common parts of the building as they are located beneath the common staircase inside. There is an access hatch that has been cut into the ceiling within this cupboard. It is outside of the scope of this Type 3 Fire Risk Assessment to explore whether this breach provides the potential for smoke/fire spread from the gas cupboard into the common parts. This hatch should be repaired, and pipe penetrations within this cupboard adequately fire stopped.</p> <p>Version 2 - This task has not been completed and therefore remains “identified”</p> <p>Version 3 - This task has not been completed and therefore remains “identified”</p>		

4	Fire Prevention	Housekeeping	The storage of combustible items in electrical cupboards and riser cupboards should be prohibited.	High	Identified
			Level 2		

5	Fire Fighting	Fire Service Access & Facilities	Provide a Fire Service override control to the following doors: Main entrance door.	Advisory	Identified
6	Fire Prevention	Arson	Both the main entrance door, and secured staircase door was found to be open at the time of this inspection. The locking mechanisms of these doors should be repaired to ensure the building is able to be secured.	High	Identified

Executive Summary

This is a modern building, and it is in generally good condition and well managed with regards to fire safety. There are some compartmentation issues as identified in this report. There is also an issue with persons using gas and electrical cupboards as general storage.

Giving consideration to the general fire safety arrangements within the building, and the tasks required as detailed within this report, it is assessed that this building presents a tolerable risk.

VERSION 2:

It is evident that many of the tasks identified in the 2018 FRA have not been completed. These include combustibles in riser cupboards, and fire stopping concerns in the ground floor gas riser cupboard.

Attempts were made to access flats to assess the provision and suitability of fire resisting flat entrance doors, and fire alarms within flats. However access was not possible. Giving the findings of the previous FRA, and external visual examination of flat entrance doors it is reasonable to assume that flat entrance doors do continue to provide the required standard of fire resistance.

The fire detection control panel was found to be in a fault condition. This was reported to Neighbourhood Officer Gary Johnson immediately who stated he would follow this up accordingly.

Giving consideration to the general fire safety arrangements within the building, and the tasks required as detailed within this report, it is assessed that this building still presents a tolerable risk.

VERSION 3:

The previous FRA for this building was reviewed prior to this inspection, paying particular attention to any tasks generated by that FRA. During this inspection these tasks were inspected where access was possible, to ascertain if the recommended remedial work had been completed, and comments regarding the progress of any remedial work made accordingly.

Records for the testing and maintenance of fire safety related systems are not kept on site. These are managed centrally and are held at the ISHA Head Office.

The wall, floors and stairs in the common areas are of masonry/concrete construction.

As expected, there is no common fire alarm system, which supports the Stay Put strategy appropriate for the building. Smoke detection is provided to actuate the automatic smoke ventilation.

The building was found to be generally well maintained and clear of combustible items in common parts.

Giving consideration to the general fire safety arrangements within the building, and the tasks recommended as detailed within this report, it is assessed that this building presents a tolerable risk

VERSION 3: DESKTOP REVIEW Additional information has been received regarding the External Wall System installed on this building. The ISHA Building Control Officer has confirmed that the cladding material is not ACM, but is an 8mm thick Pictura cladding and the insulation is Kingspan K1.

VERSION 4:

The ISHA building safety officer has confirmed that remedial work regarding the EWS is due to begin imminently.

Giving consideration to the general fire safety arrangements within the building, and the tasks recommended as detailed within this report, it is assessed that this building presents a moderate risk until remedial work has been completed.

VERSION 5:

Following an intrusive external wall survey instructed by ISHA and carried out by a third party, a RICS External Wall review has been carried by a Chartered Fire Engineer which has resulted in a B1 Rating.

A B1 Rating acknowledges that although combustible materials are present within the external wall system, the risk is sufficiently low that no remedial works are required.

Specific details of the external wall system make up will be contained in the External Wall Intrusive Survey Report held by ISHA.

With the issue of the EWS1 form B1 Rating, the risk score for these premises has now been reviewed and presents a TOLERABLE risk.

Introduction

This report presents the significant findings of a fire risk assessment carried-out at the premises by QFSM Ltd. The scope, format and limitations of the fire risk assessment have been discussed and agreed with the client.

The scope of the assessment does not include individual dwellings. Notwithstanding any statement or recommendation made with respect to smoke/heat alarms within dwellings, it is always recommended as best practice to ensure that working smoke alarms are provided in all dwellings at least to a BS 5839-6 Category LD3 standard. These should ideally be Grade D alarms (mains powered with integral battery back-up), although Grade F alarms (battery powered only) are a reasonable short term measure.

The report includes an action plan which contains recommended tasks, each with a suggested due date. These due dates are only our suggestions, and may or may not be appropriate, depending on individual circumstances such as financial constraints and requirements of enforcing authorities.

The premises risk score was assessed at the time of the fire risk assessment, and a recommended review date has been provided. The actual level of risk may change over time, as a result of tasks being completed, or new risks arising. Regardless of the review date, the fire risk assessment should be reviewed regularly so as to keep it up to date and particularly if:

- there is reason to suspect that the fire risk assessment is no longer valid; or
- there has been a significant change in the matters to which the fire risk assessment relates.

If you have any queries please contact QFSM Ltd at office@qfsm ltd.co.uk.

Premises Details

Building Information

Address line 1	Shakespeare House
Address line 2	Lyme Grove
Town	Hackney
Postcode	E9 6PX

FRA Type	Type 3 – Common parts and flats (non-destructive)
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Description

A Type 3 fire risk assessment includes the work involved in a Type 1 fire risk assessment, but goes beyond the scope of the FSO (though not the scope of the Housing Act). This risk assessment considers the arrangements for means of escape and fire detection (ie smoke alarms) within at least a sample of the flats. Within the flats, the inspection is non-destructive, but the fire resistance of doors to rooms is considered.

Measures to prevent fire are not considered unless (eg in the case of maintenance of the electrical and heating installations) the measures are within the control of, for example, the landlord.

A Type 3 fire risk assessment may sometimes be appropriate for rented flats if there is reason to suspect serious risk to residents in the event of a fire in their flats. (This might be, for example, because of the age of the block or reason for suspicion of widespread unauthorised material alterations). This type of fire risk assessment may not be possible in the case of long leasehold flats, as there is normally no right of access for freeholders.

Client	ISHA
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Use	Purpose-built, self-contained flats
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Number of floors - ground and above	5
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Number of flats	18
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Number of stair cores

1

Approach to flats

- Via protected lobbies / corridors

Approximate period of construction

2010-2020

Is the top occupied storey over 18 metres above access level?

No

Construction details

A building of 5 floors, of brick concrete and steel construction, containing 18 purpose built self contained flats.

On the ground floor, there are two flats located off the entrance hallway, accessed by short protected corridors. There are also two flats which have direct external access from the rear courtyard, although this courtyard does not provide a route to ultimate safety.

On the first floor there are two flats accessed via a common balcony.

On the 3rd and 4th floors, there are two flats accessed from the staircase via protected corridors, and two flats accessed via common balconies.

There is a single central steel staircase, and a single car lift (not a fire fighting lift)

External wall details

The top floor has been externally clad. It was not possible to access high external areas of the building within the scope of this assessment, and it should therefore be confirmed that this is not ACM, HPL or similar cladding material which may have a high risk of fire spread across the building

VERSION 3:

The ISHA Building Control Officer has confirmed that the cladding material is not ACM, but is an 8mm thick Pictura cladding and the insulation is Kingspan K15

VERSION 5:

An EWS1 form has been completed for this building which has resulted in a B1 rating.

Are there any private balconies?

No

People

Are there any people especially at risk from fire?

No

Fire Prevention

Electrical

Are electrical installations and appliances free from any obvious defect?

Yes

Are fixed installations periodically inspected and tested?

Yes

Are portable electrical appliances used?

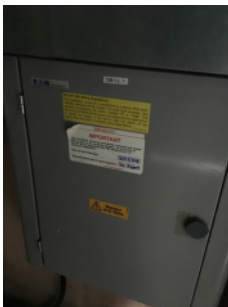
No

Comments

Electrical installations have valid test labels affixed.

Electrical sockets are provided in common areas for use by cleaners and maintenance staff. These appear to be in good condition and no evidence of use by residents.

Documentation for the testing and maintenance of fixed electrical installations is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.



Electrical sockets in common areas.

Gas

Are gas installations and appliances free from any obvious defect?

Yes

Is gas equipment protected/located so as not to be prone to accidental damage?

Yes

Comments

Documentation for the testing and maintenance of gas installations is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.

Heating

Are fixed heating installations free from any obvious defect?

N/A

Are portable heaters used?

No

Comments

There is no heating provision in the common areas.

Cooking

Does cooking take place on the premises?

No

Comments

Cooking takes place within flats only and does not take place in the common parts.

Arson

Is security against arson reasonable?

Yes

Is there a reasonable absence of external fuels and ignition sources?

Yes

Comments

Access to building via a key-fob through a secured main entrance door. The key fob is further required to move through other floors of the building.

Both the main entrance door, and secured staircase door was found to be open at the time of this inspection. The locking mechanisms of these doors should be repaired to ensure the building is able to be secured.

Housekeeping

Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

N/A

Comments

There is a small amount of combustible items in the electrical cupboard ground floor, and within the gas riser cupboard 1st floor.

Building Works

Are there any hot works being carried-out at this time?

No

Are the premises free of any obvious signs of incorrect hot work procedures in the past?

Yes

Smoking

Are there suitable arrangements taken to prevent fires caused by smoking?

Yes

Comments

“No Smoking” signage is provided, and there is no evidence of smoking taking place in the common parts.



Example of the provided “No Smoking” signage

Dangerous Substances

Are dangerous substances present, or liable to be present?

No

Lightning

Is a lightning protection system installed?

No

Comments

There is no lightning protection visible, However, if there is lightening protection in place it should be periodically inspected by a competent person, to the frequency recommended in BS EN 62305.

Escape Routes & Fire Spread

Ease of Use

Are exits easily and immediately openable?

Yes

Do fire exits open in direction of escape where necessary?

Yes

Are escape routes unobstructed and safe to use?

Yes

Are there reasonable measures for the evacuation of disabled people?

Yes

Comments

No specific occupancy risk identified. Tenants are a typical cross section of public and would include visitors and contractors. It is assumed occupants are capable of using the means of escape, unaided to reach a place of ultimate safety.

Dimensions

Are travel distances reasonable?

Yes

Is there sufficient exit capacity?

Yes

Fire Doors

Doors which are expected to be fire resisting:

- Electrical Cupboards
- Flats
- Risers
- Staircases

Electrical Cupboard Doors

- FD30S

Flat Doors

- FD30S self-closing

Riser Doors

- FD30S

Staircase Doors

- FD30S self-closing

Are fire doors to a suitable standard?

Yes

Is there suitable provision of self-closing devices?

No

Is there suitable provision of hold-open devices?

N/A

Are doors kept locked where appropriate?

Yes

Comments

Flats in the building accessed via a common balcony are not required to have fire resisting doors installed, as their location dictates that they would not be required to be passed by persons escaping from other flats in the event of a fire. Riser cupboard doors on these balconies do however, and these were found to all afford an FD30S standard of fire resistance.

Flats accessed by internal corridors are also required to have fire doors installed to an FD30S SC standard. As part of this Type 3 Fire Risk Assessment, access was gained into a sample flat to assess the suitability of flat entrance doors, and any internal doors which open onto the entrance hallway.

Access was gained into flat 13 which has an entrance door fitted to FD30S SC standard. There is an entrance hallway, and the doors opening onto this hallway appear to be FD30 doors.

The remainder of flat front doors within the building could not be assessed due to access. However, these all appear to be of the same age, condition and design of those which were accessed and were probably all installed at the same time. It is therefore reasonable to assume that they are of the same fire resisting standard.

The provision and condition of self closing devices, intumescent strips/cold smoke seals, and effective door closing action of these doors however could not be assessed and this should be confirmed ensure all doors afford FD30S SC standard of fire resistance.

VERSION 3: It is understood from ISHA that communal doors are inspected regularly by neighbourhood officers and formally recorded in the quarterly/6 monthly estate inspections with residents. Records are held with the neighbourhood officers. Flat entrance doors are inspected during the annual LGSR visits where the gas engineers record on their PDA if a door closer exists and intumescent strips and cold smoke seals exist.

As part of this Fire Risk Assessment, access was gained into a sample flat to assess the suitability of flat entrance doors, and any internal doors which open onto the entrance hallway.

Access was gained into flat 1 which has an entrance door fitted to FD30S SC standard, and the internal doors which open onto the entrance hallway are fire resisting.

The remainder of flat front doors within the building could not be assessed due to access. However, these all appear to be of the same age, condition and design of those which were accessed and were probably all installed at the same time. It is therefore reasonable to assume that they are of the same fire resisting standard.

The provision and condition of self closing devices, intumescent strips/cold smoke seals, and effective door closing action of these doors however could not be assessed and this should be confirmed ensure all doors afford FD30S SC standard of fire resistance.

The staircase door on the first floor requires repair as it is held in the open position as opposed to being kept shut by the action of the self closing device.



It was not possible to access this door due to a non-standard lock fitted

Construction & Glazing

Are escape routes protected with suitable walls and floors?

Yes

Is there adequate compartmentation?

Yes

Is there reasonable limitation of linings that might promote fire spread?

Yes

Glazing which is expected to be fire resisting, inc vision panels and fanlights:

- Staircases

Staircase Glazing

- 30 mins E

Is glazing reasonable and free from any obvious defects?

Yes

Comments

The top floor has been externally clad. It was not possible to access high external areas of the building within the scope of this assessment, and it should therefore be confirmed that this is not ACM, HPL or similar cladding material which may have a high risk of fire spread across the building

VERSION 3: The ISHA Building Control Officer has confirmed that the cladding material is not ACM, but is an 8mm thick Pictura cladding and the insulation is Kingspan K15

Gas meters are located externally in a secured cupboard in the rear enclosed courtyard. However, they still potentially affect the common parts of the building as they are located beneath the common staircase inside. There is an access hatch that has been cut into the ceiling within this cupboard. It is outside of the scope of this Type 3 Fire Risk Assessment to explore whether this breach provides the potential for smoke/fire spread from the gas cupboard into the common parts. This hatch should be repaired, and pipe penetrations within this cupboard adequately fire stopped.

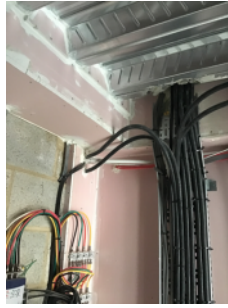
Glazing installed in lobby doors have acid etching confirming glazing is "Pyroguard" FR Glazing.

VERSION 5

An EWS1 a form has been completed with a B1 rating.



Example of compartmentation and fire stopping within gas riser cupboards.



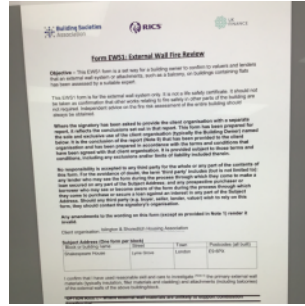
Example of compartmentation and fire stopping in comms/data cupboards



Acid etching on staircase (balcony access) door glazing.



Acid etching (pyrogard) on glazing installed in lobby doors.



Page 1 of EWS1 form



Page 2 of EWS1 form

Dampers, Ducts & Chutes

Are there suitable measures to restrict fire spread via ducts and concealed spaces?

Yes

Comments

No dampers, ducts or chutes evident.

Smoke Ventilation

Areas where smoke ventilation is expected:

- Staircases

Staircases

- Natural Vent - Automatic

Is smoke ventilation reasonable and free from any obvious defects?

Yes

Detection & Warning

Control Equipment

Is an electrical fire alarm system expected?

No

Why not?

Purpose-built flats

Is a fire detection and/or alarm system provided?

Yes

Areas covered

- Communal areas
-

Communal Areas

System Category

- BS 5839 Pt1 Category L5

Cause & Effect

- Operates smoke ventilation
-

Is the control equipment suitably located?

Yes

Is the control equipment free from any obvious fault or defect?

Yes

Comments

VERSION 2

The fire alarm panel is in a fault condition. The panel should be serviced by an engineer.

This was reported to Neighbourhood Officer, Gary Johnson immediately on discovering this fault on the system.

VERSION 3: the panel was again found to be in a fault condition. Discussion with residents, and the buildings cleaner identified that it is not likely that this panel has been in a fault condition since the last inspection, it is reasonable to assume it is a new fault. It was again reported to ISHA via email on the day of inspection.

VERSION 4: the panel was noted as being in a “healthy” condition and therefore this task has been completed,



Control panel, showing “Healthy” condition

Manual Fire Alarms

Are there sufficient means of manually raising an alarm?

N/A

Are manual callpoints appropriately located and free from obvious defect?

N/A

Automatic Fire Detection

Is there sufficient provision of automatic fire detection?

Yes

Is the type of automatic fire detection suitable and free from obvious defect?

Yes

Comments

As part of the Type 3 Fire Risk Assessment access was gained into a sample flat to assess the provision and suitability of fire alarms.

Access was gained into flat 13 which has a fire alarm provided to BS5839-6 LD2 standard.

It is always recommended as best practice to ensure that working smoke alarms are provided in all dwellings at least to a BS 5839-6 Category LD3 standard. These should ideally be Grade D alarms (mains powered with integral battery back-up), although Grade F alarms (battery powered only) are a reasonable short term measure.

VERSION 3: Access was gained into flat 1 which has a fire alarm provided to BS5839-6 LD2 standard

Audibility

Are there adequate means of alerting all relevant persons?

Yes

Firefighting

Fire Extinguishers

Are fire extinguishers expected?

No

Why not?

- Not practicable to train residents
- Fire unlikely in communal areas
- Vandalism concerns

Are fire extinguishers provided?

No

Is the provision of fire extinguishers reasonable?

Yes

Fixed Systems

Are any fixed systems provided?

No

Is provision of fixed systems reasonable?

Yes

Fire Service Facilities

Are any fire service facilities provided?

Yes

Types of facility

- Smoke ventilation

Is provision of fire service facilities reasonable?

Minor Defects

Comments

It is advised to provide a Fire Service override control to the Main entrance door.

Lighting

Normal Lighting

Is there adequate lighting of internal escape routes?

Yes

Is there adequate lighting of external escape routes?

Yes

Is there adequate lighting in risk critical areas?

N/A

Emergency Lighting

Method of emergency lighting of internal escape routes:

- Maintained emergency lighting (local)

Is this provision reasonable?

Yes

Method of emergency lighting of external escape routes:

- Borrowed light

Is this provision reasonable?

Yes

Method of emergency lighting of other areas:

- Not applicable

Is this provision reasonable?

Yes

Comments

Although this inspection took place during daylight hours, given the provision of street lighting in the immediate vicinity and lighting provided by surrounding buildings, it is reasonable to assume there would be sufficient borrowed light to aid escape in these areas.

Signs & Notices

Escape Routes

Is escape route signage necessary?

No

Why not?

- Simple escape routes
- Routes in ordinary use

Is escape route signage provided?

Yes

Is provision of escape route signage suitable?

Yes

Fire Doors

Is there signage suitable for self-closing fire doors?

Minor Defects

Is there signage suitable for locked fire doors?

Yes

Is there signage suitable for automatic fire doors?

N/A

Comments

Provide Fire Door Keep Closed signs on the staircase door, 1st floor.

Other Signs & Notices

Is there suitable signage for fire service facilities?

Yes

Are fire action notices suitable?

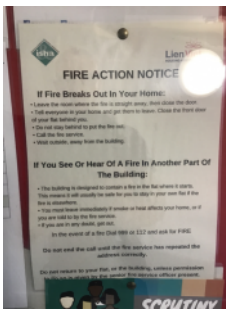
Yes

Are there suitable notices for fire extinguishers?

N/A

Is there suitable zone information for the fire alarm system?

Yes



The provided fire action notice.

Fire Safety Management

Procedures & Arrangements

Current evacuation policy

Stay Put

Are fire action procedures suitable and appropriately documented?

Yes

Are there suitable arrangements for calling the fire service?

N/A

Is there a suitable fire assembly point?

N/A

Are there suitable arrangements for the evacuation of disabled people?

Yes

Comments

Documentation was not available for viewing. It should be confirmed that fire action procedures are suitable and appropriately documented.

Training & Drills

Are staff regularly on the premises?

No

Are employees from outside organisations given appropriate fire safety information?

Yes

Comments

Fire action notice provided.

Testing & Maintenance

Was testing & maintenance information available?

No

Are fire extinguishers subject to suitable test & maintenance?

N/A

Comments

Fire Safety documentation for the testing and maintenance of fire safety systems is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.

Record Keeping

Were fire safety records available?

No

Comments

Fire Safety documentation for the testing and maintenance of fire safety systems is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.

Tasks

Task 1

Source Version	3
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Repair the self-closing device on the following doors: The staircase door on the 1st floor. It appears the mechanism is broken and the door is held open rather than self-closing as it should.
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	20 January 2021



Task 2

Source Version	3
Category	Signs & Notices
Sub Category	Fire Door Signage
Action Required	Provide Fire Door Keep Closed signs on the following doors: Staircase door, 1st floor.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	23 July 2021



Task 3

Source Version 1
Category Escape Routes & Fire Spread
Sub Category Construction and Glazing
Action Required Provide fire stopping at the following locations:

Gas meters are located externally in a secured cupboard in the rear enclosed courtyard. However, they still potentially affect the common parts of the building as they are located beneath the common staircase inside. There is an access hatch that has been cut into the ceiling within this cupboard. It is outside of the scope of this Type 3 Fire Risk Assessment to explore whether this breach provides the potential for smoke/fire spread from the gas cupboard into the common parts. This hatch should be repaired, and pipe penetrations within this cupboard adequately fire stopped.

Version 2 - This task has not been completed and therefore remains "identified"

Version 3 - This task has not been completed and therefore remains "identified"

Priority Medium

Status Identified

Owner Customer Homes

Due Date 27 February 2019



Task 4

Source Version 1
Category Fire Prevention
Sub Category Housekeeping
Action Required The storage of combustible items in electrical cupboards and riser cupboards should be prohibited.

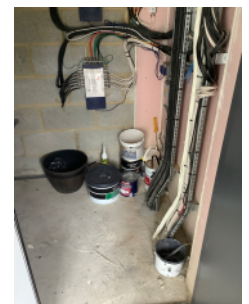
Level 2

Priority High

Status Identified

Owner Neighbourhood Services

Due Date 5 March 2019



Task 5

Source Version	1
Category	Fire Fighting
Sub Category	Fire Service Access & Facilities
Action Required	Provide a Fire Service override control to the following doors: Main entrance door.
Priority	Advisory
Status	Identified
Owner	Customer Homes
Due Date	4 December 2021

Task 6

Source Version	4
Category	Fire Prevention
Sub Category	Arson
Action Required	Both the main entrance door, and secured staircase door was found to be open at the time of this inspection. The locking mechanisms of these doors should be repaired to ensure the building is able to be secured.
Priority	High
Status	Identified
Owner	Neighbourhood Services
Due Date	9 November 2021



Risk Score

Risk Score

Tolerable Risk

Next Assessment Due

21 August 2023

Likelihood	Potential Consequence		
	Slight Harm	Moderate Harm	Extreme Harm
High	Moderate	Substantial	Intolerable
Medium	Tolerable	Moderate	Substantial
Low	Trivial	Tolerable	Moderate

Likelihood

Low Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Consequence

Slight Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme Significant potential for serious injury or death of one or more occupants.