

Fire Risk Assessment

Halley House - Flats 1-16

Version 4

5 October 2023



Review Date: 5 October 2024

Score: Tolerable Risk

Assessor: Mark Thomas

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Action Plan Summary

Task No.	Category	Sub Category	Action Required	Priority	Status	Action Taken	Date Completed
1	Signs & Notices	Fire Door Signage	Replace “Fire Door Keep Shut” signage on riser cupboard doors, and the door to the roof space with “Fire Door Keep Locked Shut” signage.	Low	Identified		
2	Escape Routes & Fire Spread	Fire Doors	Riser doors located in the entrance hallway (within the staircase) should have intumescent strips and cold smoke seals fitted.	Low	Identified		
3	Escape Routes & Fire Spread	Ease of Use	Obstructions should be removed from the escape routes in the following locations: Common balconies, there is an unacceptable level of obstructions present.	High	Identified		
4	Fire Prevention	Housekeeping	The storage of combustible items in communal areas is excessive and should be reduced.	High	Identified		
5	Escape Routes & Fire Spread	Construction and Glazing	Carry out a compartmentation survey in the roof space to confirm the integrity of the concrete floor between the roof space and the flats below.	Medium	Identified		
6	Fire Fighting	Fire Service Access & Facilities	Consider providing a Fire Service override control to the front entrance doors.	Advisory	Identified		

7	Fire Prevention	Housekeeping	<p>The storage of combustibles in the following locations was excessive and should be significantly reduced:</p> <p>The roof space</p> <p>VERSION 2: This task has not been completed</p>	Medium	Identified
8	Fire Prevention	Electrical	Repair damaged fuse box in ground floor electrical cupboard.	Medium	Identified
9	Escape Routes & Fire Spread	Construction and Glazing	The separation between the staircase and the roof space should be made-up to provide 30 minutes of fire resistance.	Medium	Identified
10	Escape Routes & Fire Spread	Fire Doors	<p>Replace the following doors with FD30S self-closing doors:</p> <p>Flats 6, 7, 10, 11, 14 and 15</p>	Medium	Identified
11	Escape Routes & Fire Spread	Ease of Use	<p>Although the amount of items currently in escape routes is not unreasonable, routes should be monitored to ensure that a build-up of items does not impede escape.</p> <p>VERSION 2: Whilst the bicycles noted in the previous FRA were not present, there was an unacceptable level of items in many areas of the building which should be removed.</p>	Medium	Identified

12	Fire Prevention	Electrical	Ensure that the seal on the main electrical intake panel is reinstated by a competent person.	Low	Identified
13	Escape Routes & Fire Spread	Fire Doors	<p>Replace the lock in the following doors:</p> <p>Electrical Mains Head cupboard, ground floor entrance hallway.</p> <p>The fire door keep shut signage on this door should be replaced with fire door keep locked shut signage.</p>	Low	Identified
14	Emergency Lighting	Emergency Lighting	The emergency light unit on the ground floor entrance is broken and requires replacement. This task has been afforded a low priority as there are three additional emergency light units in the immediate vicinity.	Low	Identified

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.

Executive Summary

These premises comprise of 16 flats over five floors. Flats 1-4 all have direct external ground floor access so their flat entrance doors do not need to be fire resistant.

The remaining 12 flats are accessed from a single central staircase via open balconies from the second, third and fourth floors respectively.

Because the balconies are effectively 'dead-ends', any flat entrance door that needs to be passed by other residents as part of their escape route should have 30 minutes fire resistance and be provided with a self-closing device. The flat entrance doors at the ends of the balconies do not require such doors.

Flat 15 was accessed and has what appears to be a non fire resistant door and is not fitted with a self-closer.

A short term improvement would be to provide self-closing devices to the existing flat entrance doors that would need to be passed.

There are some outstanding tasks from the previous fire risk assessment and these have been assessed and included as tasks within this review where appropriate.

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.

VERSION 2:

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. It is evident that a substantial programme of fire stopping has been carried out in riser cupboards and the electrical cupboard.

There is no fire separation in the roof space and it is possible that a fire in a flat below could break through the ceiling into the roof space, and then spread to other flats via this area. The floor of the roof space (which would form the ceilings of flats below), appears to be of concrete construction which would therefore eliminate this concern. However the roof space is so full of items (probably residents storage) that it was impossible to survey the whole of the loft space floor to ascertain and confirm the integrity of the floor across the whole space, and to confirm there were no penetrations through from flats into the roof space. It is therefore recommended to carry out a compartmentation survey in this area to confirm this.

Common balconies were still noted as having an unacceptable amount of combustibles and obstructions present.

As expected, there is no common fire detection and alarm system, which supports the Stay Put strategy appropriate for the building.

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.

This new version was created on 05/10/2023 and is not a review of the fire risk assessment. This is purely an on-site audit carried out at the request of the client to ascertain the progress of any action carried out against previous tasks identified in previous versions of this fire risk assessment.

Premises Details

Address line 1

Halley House - Flats 1-16

Address line 2

Pritchard's Road

Town

Hackney

Postcode

E2 9BH

FRA Type

Type 1 - Common parts only (non-destructive)

Description

A Type 1 fire risk assessment has been conducted at this building. This means the inspection of the building has been non-destructive. As well as considering the arrangements for means of escape, the fire risk assessment has included, where possible, the examination of a sample of flat entrance doors. It has also considered, so far as reasonably practicable, the separating construction between the flats and the common parts without any intrusive examination of construction. This Type of fire risk assessment has not involved entry to flats beyond the area of the flat entrance door.

Client

ISHA

Building Information

Use	Purpose-built, self-contained flats
Number of floors - ground and above	5
Number of floors - below ground	0
Number of flats	16
Number of stair cores	1
Approach to flats	<ul style="list-style-type: none">• Via balconies / decks• Direct external access
Approximate period of construction	1920-1940
Is the top occupied storey over 18 metres above access level?	No
Construction details	Masonry construction with concrete floors and a pitched roof. Flats are accessed via open balconies.



Rendered section to front elevation of the building.



External walls, end elevation



External walls, end elevation



Private balconies on the front elevation
External wall details



External walls, front elevation

The external walls of this building are predominantly of a brick/mortar construction. Some sections of the building and the common balcony upstands are rendered. The render appears to be a mortar render applied directly to the brick walls, although this cannot be confirmed within the scope of this fire risk assessment.

Are there any private balconies?

Yes

Private balcony details

There are small private balconies at the front of the building. These have concrete decks with metal railed upstands. The concrete decks appear to be a continuation of the concrete compartment slabs of the building floors.

Sections of the rear first floor common balcony have been sectioned off with glazed partition essentially forming private balconies. The construction of these is the same as the common balconies above.

People

Are there any people especially at risk from fire?

No

Comments

These are general needs flats and as such no specific occupancy risk identified. Tenants are presumed to be a typical cross section of public and could include visitors and contractors. It is assumed that all occupants and visitors are capable of using the means of escape unaided to reach a place of ultimate safety.

Fire Prevention

Electrical

Are electrical installations and appliances free from any obvious defect?

No

Are fixed installations periodically inspected and tested?

Yes

Are portable electrical appliances used?

No

Comments

There are two electrical cupboards on the ground and first floors. There is evidence that the electrical system has been inspected but a seal has been broken of the main electrical intake panel.

There is some physical damage to one of the main fuses in the ground floor electrical cupboard.



Evidence of EIC testing



Broken seal in electrical cupboard



Damaged fuse box



Electrical installations in electrical cupboard

Gas

Are gas installations and appliances free from any obvious defect?

N/A

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

N/A

Comments

There are no gas installations within the common areas.

Heating

Are fixed heating installations free from any obvious defect?

N/A

Are portable heaters used?

No

Cooking

Does cooking take place on the premises?

No

Comments

Only within the flats.

Arson

Is security against arson reasonable?

Yes

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

No

Comments

The external bin store is unlocked and open. This could result in a malicious ignition in the bins potentially smoke logging the staircase due to the rubbish chutes being located within the staircase enclosure.



Insecure bin store



Insecure bin store

Housekeeping

Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

No

Comments

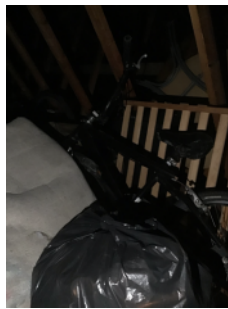
There is a large accumulation of combustible storage in the roof space which is accessed via a staircase on the 4th floor and the solar power system installed means there is a source of ignition within the roof space.

There is a bicycle in the ground floor electrical cupboard.

VERSION 2: There still remains an u acceptable level of combustible items located in common areas.



Photovoltaic solar power system in roofspace.



Combustible storage in the roof space



Combustible storage in the roof space



Bicycle in electrical cupboard

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 signs are displayed in the common areas.



No smoking signage.

Dangerous Substances

Are dangerous substances present, or liable to be present?

No

Lightning

Is a lightning protection system installed?

Not Known

Comments

Not obvious from the ground.

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?

Minor Defects

Are there reasonable measures for the evacuation of disabled people?

Yes

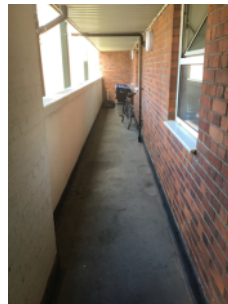
Comments

These are general needs flats and as such no specific occupancy risk identified. Tenants are presumed to be a typical cross section of public and could include visitors and contractors. It is assumed that all occupants and visitors are capable of using the means of escape unaided to reach a place of ultimate safety.

Although not excessive there is some storage currently in the escape routes. ISHA has a zero tolerance policy on storage in escape routes.



Bikes in common areas



Storage in escape routes

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

Electrical Cupboard Doors

- FD30 (notional)

Flat Doors

- Not fire resisting

Are fire doors to a suitable standard?

No

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

The doors to the electrical cupboards and riser cupboards are notional FD30, solid and well fitted. If refurbishment is carried out consideration should be given to upgrading these doors with intumescent strips and smoke seals.

Certain flat entrance doors are required to be fire resistant and provided with self closing devices. Only the following doors (that would need to be passed by other residents as part of their escape route) should be 30 minutes fire resistant and provided with self closing devices:-

Flats 6, 7, 10, 11, 14 and 15

VERSION 2:

Riser doors located in the entrance hallway (within the staircase) should have intumescent strips and cold smoke seals fitted.



Non-FR door



Non-FR door



Showing position of riser cupboard doors in relation to the lift

Construction & Glazing

Are escape routes protected with suitable walls and floors?

Minor Defects

Is there adequate compartmentation?

Minor Defects

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:

• None

Is glazing reasonable and free from any obvious defects?

Yes

Comments

The separation between the staircase and the roof space is a plywood board. This should be upgraded to provide 30 minutes fire resistance.

There is no fire separation in the roof space and it is possible that a fire in a flat below could break through the ceiling into the roof space, and then spread to other flats via this area. The floor of the roof space (which would form the ceilings of flats below), appears to be of concrete construction which would therefore eliminate this concern. However the roof space is so full of items (probably residents storage) that it was impossible to survey the whole of the loft space floor to ascertain and confirm the integrity of the floor across the whole space, and to confirm there were no penetrations through from flats into the roof space. It is therefore recommended to carry out a compartmentation survey in this area to confirm this.



Plywood staircase separation.



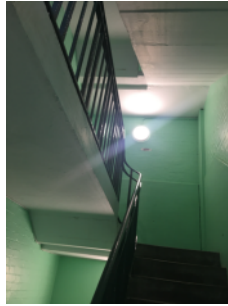
Roof space without fire separation.



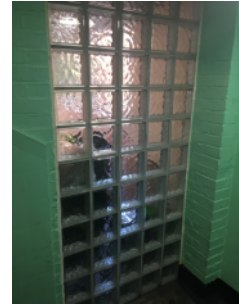
Evidence of fire stopping in riser cupboards



Evidence of recent fire stopping in riser cupboards



Showing building construction - brick walls with concrete floors and stairs



Glazed partition between staircase and private balconies



It was not possible to access the lift motor room



Photograph showing vents & glazed windows above 1.1m on common balconies



Fire stopping in the electrical cupboard

Dampers, Ducts & Chutes

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

Yes

Comments

The rubbish chutes are located in the staircase enclosure but are provided with spring loaded FR 30 metal flaps.



FR Flaps on rubbish chutes in good condition

Smoke Ventilation

Areas where smoke ventilation is expected:

- Staircases

Staircases

- Permanently Open

Is smoke ventilation reasonable and free from any obvious defects?

Yes

Comments

The central staircase is permanently open to the balconies.

Detection & Warning

Is an electrical fire alarm system expected?

No

Why not?

Purpose-built flats

Is a fire detection and/or alarm system provided?

No

Control Equipment

Is the control equipment suitably located?

N/A

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

N/A

Manual Fire Alarms

Are there sufficient means of manually raising an alarm?

Yes

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

Flat 15 was checked and has a recently installed Part 6 LD3 system.

Flat 16 was checked and appeared to have only a Grade F battery smoke alarm.

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.

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

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

- Fire fighting lift
- Vehicle gate override

Is provision of fire service facilities reasonable?

Minor Defects

Comments

There is no apparent firefighter override facility to the main entrance door.



Entrance gate with fire service access key



Fire service entrance gate override function.



Lift fireman's switch

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:

- Non-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:

- None

Is this provision reasonable?

Yes

Comments

The emergency light unit on the ground floor entrance is broken and requires replacement. This task has been afforded a low priority as there are three additional emergency light units in the immediate vicinity.



Maintained emergency lighting provided on common balconies



Maintained emergency lighting provided on common balconies

Signs & Notices

Escape Routes

Is escape route signage necessary?

No

Why not?

- Simple escape routes

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?

N/A

Is there signage suitable for locked fire doors?

Minor Defects

Is there signage suitable for automatic fire doors?

N/A

Comments

Replace “Fire Door Keep Shut” signage on riser cupboard doors, and the door to the roof space with “Fire Door Keep Locked Shut” signage.



Fire door signage

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?

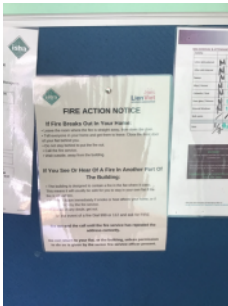
N/A

Is there suitable zone information for the fire alarm system?

N/A

Comments

'Do Not Use in Case of Fire' signs should be displayed next to the lift on the upper floors.



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?

Yes

Is there a suitable fire assembly point?

N/A

Are there suitable arrangements for the evacuation of disabled people?

Yes

Comments

These are general needs flats and as such no specific occupancy risk is identified. Tenants are presumed to be a typical cross section of public and could include visitors and contractors. It is assumed that all occupants and visitors are capable of using the means of escape unaided to reach a place of ultimate safety.

Training & Drills

Are staff regularly on the premises?

No

Are employees from outside organisations given appropriate fire safety information?

Yes

Comments

Fire Action notices provide sufficient information to inform persons from outside organisations of the action to take in the event of discovering a fire.

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	2
Category	Signs & Notices
Sub Category	Fire Door Signage
Action Required	Replace “Fire Door Keep Shut” signage on riser cupboard doors, and the door to the roof space with “Fire Door Keep Locked Shut” signage.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	22 July 2021



Task 2

Source Version	2
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Riser doors located in the entrance hallway (within the staircase) should have intumescent strips and cold smoke seals fitted.
Priority	Low
Status	Identified
Owner	Customer Homes
Due Date	22 July 2021



Task 3

Source Version	2
Category	Escape Routes & Fire Spread
Sub Category	Ease of Use
Action Required	Obstructions should be removed from the escape routes in the following locations: Common balconies, there is an unacceptable level of obstructions present.
Priority	High
Status	Identified
Owner	Neighbourhood Services
Due Date	20 October 2020



Task 4

Source Version	2
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	The storage of combustible items in communal areas is excessive and should be reduced.
Priority	High
Status	Identified
Owner	Neighbourhood Services
Due Date	20 October 2020



Task 5

Source Version	2
Category	Escape Routes & Fire Spread
Sub Category	Construction and Glazing
Action Required	Carry out a compartmentation survey in the roof space to confirm the integrity of the concrete floor between the roof space and the flats below.
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	20 January 2021

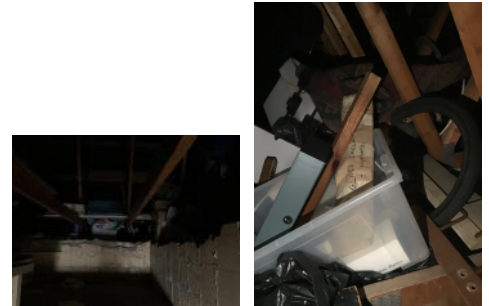


Task 6

Source Version	1
Category	Fire Fighting
Sub Category	Fire Service Access & Facilities
Action Required	Consider providing a Fire Service override control to the front entrance doors.
Priority	Advisory
Status	Identified
Owner	Customer Homes
Due Date	22 August 2022

Task 7

Source Version	1
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	The storage of combustibles in the following locations was excessive and should be significantly reduced: The roof space VERSION 2: This task has not been completed
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	22 August 2020



Task 8

Source Version	1
Category	Fire Prevention
Sub Category	Electrical
Action Required	Repair damaged fuse box in ground floor electrical cupboard.
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	22 August 2020



Task 9

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Construction and Glazing
Action Required	The separation between the staircase and the roof space should be made-up to provide 30 minutes of fire resistance.
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	22 August 2020



Task 10

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Replace the following doors with FD30S self-closing doors: Flats 6, 7, 10, 11, 14 and 15
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	22 August 2020

Task 11

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Ease of Use
Action Required	Although the amount of items currently in escape routes is not unreasonable, routes should be monitored to ensure that a build-up of items does not impede escape. VERSION 2: Whilst the bicycles noted in the previous FRA were not present, there was an unacceptable level of items in many areas of the building which should be removed.
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	22 August 2020



Task 12

Source Version	1
Category	Fire Prevention
Sub Category	Electrical
Action Required	Ensure that the seal on the main electrical intake panel is reinstated by a competent person.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	22 August 2021



Task 13

Source Version	3
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Replace the lock in the following doors: Electrical Mains Head cupboard, ground floor entrance hallway. The fire door keep shut signage on this door should be replaced with fire door keep locked shut signage.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	25 June 2022



Task 14

Source Version	3
Category	Emergency Lighting
Sub Category	Emergency Lighting
Action Required	The emergency light unit on the ground floor entrance is broken and requires replacement. This task has been afforded a low priority as there are three additional emergency light units in the immediate vicinity.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	25 June 2022



Risk Score

Risk Score

Tolerable Risk

Next Assessment Due

5 October 2024

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.