

Fire Risk Assessment

278 Forest Rd, Flats 1-10

Version 5

26 September 2024



Next Assessment Due: 30 September 2025

Risk Score: Tolerable Risk

Assessor: Andy Harris

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Action Plan Summary

Task No.	Category	Sub Category	Action Required	Priority	Status	Action Taken	Date Completed
1	Fire Prevention	Housekeeping	<p>The storage of combustible items in electrical cupboards should be prohibited.</p> <p>VERSION 2: The remedial work recommended in task from the previous FRA has not been completed</p> <p>Version 3 - This task is still outstanding</p> <p>13/09/2023 This task is still outstanding.</p> <p>26/09/24 This task remains outstanding.</p>	High	Identified		

2	Detection & Warning	Automatic Fire Detection	<p>There is a BS5839-6 fire alarm provided in the common parts of this building. This may have been provided due to concerns over compartmentation within the building. No documentation regarding the cause and effect of the system was available and it cannot be confirmed whether the fire alarm in the common areas is interlinked to those installed within flats. The provision of a common fire alarm system contradicts National Guidance for a building of this type (general needs, purpose built, self contained flats). A letter dated 6th January 2020 from QFSM Ltd to ISHA regarding the provision of fire alarms in common parts of blocks of flats offers guidance and recommendations on this matter and this letter should be referred to when considering whether this is a necessary provision, or if it is considered a necessary provision whether this fire alarm is of the Standard required.</p> <p>NB - it is only fire alarm sounders that should be considered for removal, any detection for the actuation of the smoke ventilation AOV should remain.</p> <p>13/09/2023 This task is still outstanding.</p>	Advisory	Identified
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3	Escape Routes & Fire Spread	Fire Doors	<p>It was not possible to access this external room. It does appear to be attached to the main building and possibly contains electrical installations or plant. It should be confirmed that there is adequate compartmentation provided to prevent fire and smoke spreading from this room into the the main building.</p> <p>13/09/2024 It was not possible to gain access to this room so this task still remains outstanding.</p> <p>26/09/24 It was still not possible to gain access to this room so this task remains outstanding.</p>	Medium	Identified
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Introduction

This report presents the 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

Version 5. 26/09/2024

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.

This new version was created on 26/09/2024 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.

The storage of combustible items in electrical cupboards should be prohibited.

It was not possible to access to an external room. It does appear to be attached to the main building and possibly contains electrical installations or plant. It should be confirmed that there is adequate compartmentation provided to prevent fire and smoke spreading from this room into the main building.

There is a BS5839-6 fire alarm provided in the common parts of this building. This may been provided due to concerns over compartmentation within the building. No documentation regarding the cause and effect of the system was available and it cannot be confirmed whether the fire alarm in the common areas is interlinked to those installed within flats. The provision of a common fire alarm system contradicts National Guidance for a building of this type (general needs, purpose built, self contained flats). A letter dated 6th January 2020 from QFSM Ltd to ISHA regarding the provision of fire alarms in common parts of blocks of flats offers guidance and recommendations on this matter and this letter should be referred to when considering whether this is a necessary provision, or if it is considered a necessary provision whether this fire alarm is of the Standard required.

NB - it is only fire alarm sounders that should be considered for removal, any detection for the actuation of the smoke ventilation AOV should remain.

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.

Premises Details

Address line 1	Flats 1-10
Address line 2	278 Forest Road
Town	Waltham Forest
Postcode	E17 5BE
FRA Type	Type 1 - Common parts only (non-destructive)
Description	<p>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.</p>
Client	ISHA

Building Information

Use	Purpose-built, self-contained flats
Number of floors - ground and above	4
Number of floors - below ground	0
Number of flats	10
Number of stair cores	1

Approach to flats

- Via protected lobbies / corridors

Approximate period of construction

2000-2010

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

No

Construction details

Masonry and concrete construction with solid concrete intermediate floors and stairs, masonry internal walls and a flat roof. Access to common areas is via a secure entrance controlled by an intercom system and fire override switch. The main entrance provides direct access to the common stairwell providing access to all floors. Each flat is accessed within the flat lobbies accessed off the common stairwell. Flats 1 – 2 are accessed at ground floor level, flats 3 - 5 at first floor level, flats 6 - 8 at second floor level and flats 9 - 10 at third floor level. An intake cupboard is accessed beneath the stairwell at ground floor level, a riser cupboard is accessed off the stairwell at each floor level. A shared refuse store is accessed externally.

External wall details

External walls are of brick/mortar construction, with sections of wall which are rendered.

Attention is drawn to the Ministry of Housing, Communities & Local Government Consolidated Advice Note for building owners of multi-storey, multi-occupied residential buildings, dated January 2020 (<https://www.gov.uk/government/publications/buildingsafety-advice-for-building-owners-including-fire-doors>) (the “Advice Note”).

The Advice Note recommends that building owners should consider the risk of external fire spread as part of the fire risk assessment for multi-occupied residential buildings.

Consideration has been given to this matter within this fire risk assessment. The Advice Note further recommends the assessment of the fire risks of any external wall system, irrespective of the height of the building.

Assessment of the fire risks of external walls and any cladding are excluded from the scope of this current fire risk assessment, as this is outside our expertise. (6) Accordingly, it is strongly recommended that you obtain advice from qualified and competent specialists on the nature of, and fire risks associated with, the external wall construction, including any cladding, of this building.

(6) This exclusion is consistent with advice provided by The Fire Industry Association and is discussed in their guidance note to fire risk assessors on this matter (<https://www.fia.uk.com/news/guidance-on-the-issue-of-cladding-and-external-wallconstruction-in-fire-risk-assessments-for-multi-occupied-residential-premises.html>).

This assessment by specialists should follow the process set out in the Advice Note and as noted in diagram 1 of that document. This assessment should show how the external wall construction supports the overall intent of Requirement B4(1) in Part B of Schedule 1 to the Building Regulations 2010, namely that “the external walls of the building shall adequately resist the spread of fire over the walls and from one building to another, having regard to the height, use and location of the building”. In this connection, the assessment should address this functional requirement (regardless of the height of the building) and not just the recommendations set out in guidance that supports the Regulations (e.g. Approved Document B under the Regulations). The assessment should not just comprise a statement of either compliance or non-compliance with the functional requirement or the guidance, but should include a clear statement on the level of risk and its acceptability.

This assessment by specialists should take into account a number of factors, including, but not necessarily limited to:

- The type of evacuation strategy used in the building, i.e. Simultaneous, staged, phased or ‘stay put’ and the anticipated evacuation time should evacuation become necessary;
- Suitability of the facilities for firefighting, including firefighting access for the fire and rescue service;
- The construction of the external walls, including any cladding and its method of fixing;
- The presence, and appropriate specification, of cavity barriers;
- The height of the building;
- The vulnerability of residents;
- Exposure of external walls or cladding to an external fire;
- Fire protection measures within the building (e.g. compartmentation, automatic fire suppression, automatic fire detection);
- Apparent quality of construction, or presence of building defects;

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- The combustibility of the building structure and the use of modern methods of construction, such as timber framing, CLT etc;
- The location of escape routes;
- The complexity of the building; and
- The premises' emergency plan including an assessment of the adequacy of any staffing levels for the type of evacuation method employed.

The assessment is likely to take account of information on any approval of the building (and alterations to the building) under the Building Regulations, and of information on external wall construction and any cladding available from the Responsible Person (e.g. in operation and maintenance manuals, or handed over for compliance with Regulation 38 of the Building Regulations); It is unlikely that an RICS EWS1 form will provide adequate assurance on its own.

Are there any private balconies?

No

People

Are there any people especially at risk from fire?

Not Known

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

Whilst there is no test labels evident on fixed electrical installations, it is understood all records are held centrally with ISHA and neighbourhood services officers have confirmed these are up to date.

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

Gas installations located externally in bespoke cabinets.



Gas meters located externally

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 does not take place in the common parts, but in flats only.

Arson

Is security against arson reasonable?

Yes

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

Yes

Comments

Access gained into the building via a secured main entrance door.

CCTV covers the main entrances on the ground floor.

Housekeeping

Is accumulation of combustibles or waste avoided?

Yes

Are there appropriate storage facilities for combustible & hazardous materials?

Yes

Comments

All common areas appeared clean, tidy and free of combustible items except for the ground floor 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" signage is provided.

Dangerous Substances

Are dangerous substances present, or liable to be present?

No

Lightning

Is a lightning protection system installed?

Not Known

Comments

It is not known whether a lightning protection is provided, however if there is 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?

N/A

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.

The provision of thumb turn devices on the rear final exit means this door can be opened without the use of a key. This door leads to a rear car park/courtyard, where there is a secured vehicular gated entrance from the street, with the gate secured with an electromagnetic lock. An emergency override is provided for this lock, however this is broken and defective. This should be repaired to ensure that residents escaping via this route can reach a place of ultimate safety, i.e the street, without the use of a key or fob.

Version 3 - The key opening mechanism on the car park gate has been replaced with a mushroom button device.



New mushroom button device

Dimensions

Are travel distances reasonable?

Yes

Is there sufficient exit capacity?

Yes

Fire Doors

Doors which are expected to be fire resisting:

- Flats
- Lobbies
- Risers

Flat Doors

- FD30S self-closing

Lobby Doors

- FD30S self-closing

Riser Doors

- FD30S

Are fire doors to a suitable standard?

Minor Defects

Is there suitable provision of self-closing devices?

Yes

Is there suitable provision of hold-open devices?

N/A

Are doors kept locked where appropriate?

Yes

Comments

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 10 which has an entrance door fitted to FD30S SC standard, however the internal doors which open onto the entrance hallway are not 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.

There are fire resisting double-doors installed to risers. These have intumescent strips and cold smoke seals installed around the frame edges, however, there is no cold smoke seal (intumescent strip only) installed in the centre gap.



It was not possible to access this external door.

Construction & Glazing

Are escape routes protected with suitable walls and floors?	Yes
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:	<ul style="list-style-type: none"> • Staircases
Staircase Glazing	<ul style="list-style-type: none"> • Georgian wired
Is glazing reasonable and free from any obvious defects?	Yes

Comments

It is evident that a recent programme of fire stopping has been undertaken in this building (11/19), to an acceptable standard. However, whilst some cable penetrations have been fire stopped within the electrical cupboard on the ground floor, there is a large hole in the corner where a number of cables pass which is not adequately fire stopped.

Common bin/skips are located in the undercroft entrance to the rear carpark. There are penetrations in the ceiling into the building above which should be fire stopped, as any fire plume from a fire in a refuse receptacle of this size would undoubtedly affect the entire surface of this ceiling area.



Evidence of recent fire stopping.

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 - Manual

Is smoke ventilation reasonable and free from any obvious defects?

Yes

Comments

Whilst there is a manual control for the ventilation system on the ground floor, there is also a BS5839-6 detection system installed in the common areas. It cannot be confirmed whether this detection operates the ventilation system. There is no control panel for the ventilation system so it can be reasonably assumed it is an M.O.V

Detection & Warning

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 Pt6 Grade D Category LD3

Cause & Effect

- Not confirmed

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?

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

There is a BS5839-6 fire alarm provided in the common parts of this building. This may have been provided due to concerns over compartmentation within the building. No documentation regarding the cause and effect of the system was available and it cannot be confirmed whether the fire alarm in the common areas is interlinked to those installed within flats. The provision of a common fire alarm system contradicts National Guidance for a building of this type (general needs, purpose built, self contained flats). A letter dated 6th January 2020 from QFSM Ltd to ISHA regarding the provision of fire alarms in common parts of blocks of flats offers guidance and recommendations on this matter and this letter should be referred to when considering whether this is a necessary provision, or if it is considered a necessary provision whether this fire alarm is of the Standard required.

NB - it is only fire alarm sounders that should be considered for removal, any detection for the actuation of the smoke ventilation AOV should remain.

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

- Smoke ventilation
- Entrance door override

Is provision of fire service facilities reasonable?

Yes

Comments

Fire service override on the main entrance door was tested at time of inspection and released the electromagnetic door lock as expected.



Smoke ventilation manual control
located on the ground floor.

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

Signs & Notices

Escape Routes

Is escape route signage necessary?

No

Why not?

- Simple escape routes
- Routes in ordinary use

Is escape route signage provided?

No

Is provision of escape route signage suitable?

Yes

Fire Doors

Is there signage suitable for self-closing fire doors?

Yes

Is there signage suitable for locked fire doors?

Yes

Is there signage suitable for automatic fire doors?

N/A

Other Signs & Notices

Is there suitable signage for fire service facilities?

No

Are fire action notices suitable?

Minor Defects

Are there suitable notices for fire extinguishers?

N/A

Is there suitable zone information for the fire alarm system?

N/A

Comments

A common fire alarm is provided throughout the common areas of this building. It is unclear whether this is interlinked to fire alarms provided within flats. This would suggest a simultaneous evacuation policy is in place. However, the Fire Action Notice is that of a stay put policy. The Fire Action Notice should accurately reflect the evacuation policy in place to ensure residents are clear as to the actions to be taken in the event of a fire.

Clear signage should be provided to indicate the location of the manual smoke vent override facility.

Fire Safety Management

Procedures & Arrangements

Current evacuation policy

Simultaneous

Further details

There is a common fire alarm provided which suggests there is a simultaneous evacuation policy in place in this building, which contradicts national guidance for a building of this type. It is not known whether the provided fire alarms are interlinked with those within flats.

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

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

A Fire Action Notice is 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	1
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	<p>The storage of combustibile items in electrical cupboards should be prohibited.</p> <p>VERSION 2: The remedial work recommended in task from the previous FRA has not been completed</p> <p>Version 3 - This task is still outstanding</p> <p>13/09/2023 This task is still outstanding.</p> <p>26/09/24 This task remains outstanding.</p>
Priority	High
Status	Identified
Owner	Neighbourhood Services
Due Date	16 May 2020



Task 2

Source Version	1
Category	Detection & Warning
Sub Category	Automatic Fire Detection
Action Required	<p>There is a BS5839-6 fire alarm provided in the common parts of this building. This may have been provided due to concerns over compartmentation within the building. No documentation regarding the cause and effect of the system was available and it cannot be confirmed whether the fire alarm in the common areas is interlinked to those installed within flats. The provision of a common fire alarm system contradicts National Guidance for a building of this type (general needs, purpose built, self contained flats). A letter dated 6th January 2020 from QFSM Ltd to ISHA regarding the provision of fire alarms in common parts of blocks of flats offers guidance and recommendations on this matter and this letter should be referred to when considering whether this is a necessary provision, or if it is considered a necessary provision whether this fire alarm is of the Standard required.</p> <p>NB - it is only fire alarm sounders that should be considered for removal, any detection for the actuation of the smoke ventilation AOV should remain.</p> <p>13/09/2023 This task is still outstanding.</p>
Priority	Advisory
Status	Identified
Owner	Customer Homes
Due Date	14 November 2022

Task 3

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	<p>It was not possible to access this external room. It does appear to be attached to the main building and possibly contains electrical installations or plant. It should be confirmed that there is adequate compartmentation provided to prevent fire and smoke spreading from this room into the the main building.</p> <p>13/09/2024 It was not possible to gain access to this room so this task still remains outstanding.</p> <p>26/09/24 It was still not possible to gain access to this room so this task remains outstanding.</p>
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	14 November 2020



Risk Score

Risk Score	Tolerable Risk
Next Assessment Due	30 September 2025

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.