

FIRE PREVENTION PLAN

Purpose:

The purpose of this document is to identify potential fire hazards, detail the controls implemented to prevent fires and the actions taken to reduce the impacts should there be a fire on site.

This plan has been prepared in conjunction with the format prescribed by the Environment Agency and detailed in the Environmental Agency Guidance – Fire Prevention Plan Guidance Version 2, March 2015

Scope:

This Fire Prevention Plan is applicable for Iceland Manufacturing Limited (IML), Gorton, Manchester M18 8BW

Responsibility:

Engineering, Projects and HSE Manager Must:

- Ensure the effective implementation of the Fire Prevention Plan (FPP);
- Allocate enough resources to ensure the FPP can be implemented;

Health & Safety Manager and Environmental Service Manager Must:

- Ensure site staff are trained and competent to manage the arrangement of fire prevention and fire protection;
- Monitor the overall effectiveness of the FPP through weekly site inspection, record findings and feedback any issues to the Engineering, projects and HSE Manager;
- Manage emergency situations and initiate emergency plan – including the Management of Fire Water;
- Regularly update and brief out the FPP when required.

IML Staff

- Follow operating instructions and report discrepancies between these instructions and the work carried out;
- Maintain the fire prevention controls implemented by IML, as detailed in this FPP
- Report any activity or events which could jeopardise the site Fire Safety Strategy.

Summary of Duties

The Regulatory Reform (Fire Safety) order 2005 require employers to:

- ◆ Carry out a fire risk assessment of their workplace (considering all employees and other people who may be affected)
- ◆ Identify the significant findings of the risk assessment and the details of anyone who might be specially at risk in case of fire
- ◆ Provide and maintain such precautions as are necessary to safeguard those in the workplace
- ◆ Provide information, instruction and training to employees about the fire precautions in the workplace

General fire precautions that will need to be included:

- ◆ Means of detection and giving warning in the case of fire
- ◆ The provision of means of escape
- ◆ Means of fighting fire
- ◆ Training of staff in fire safety

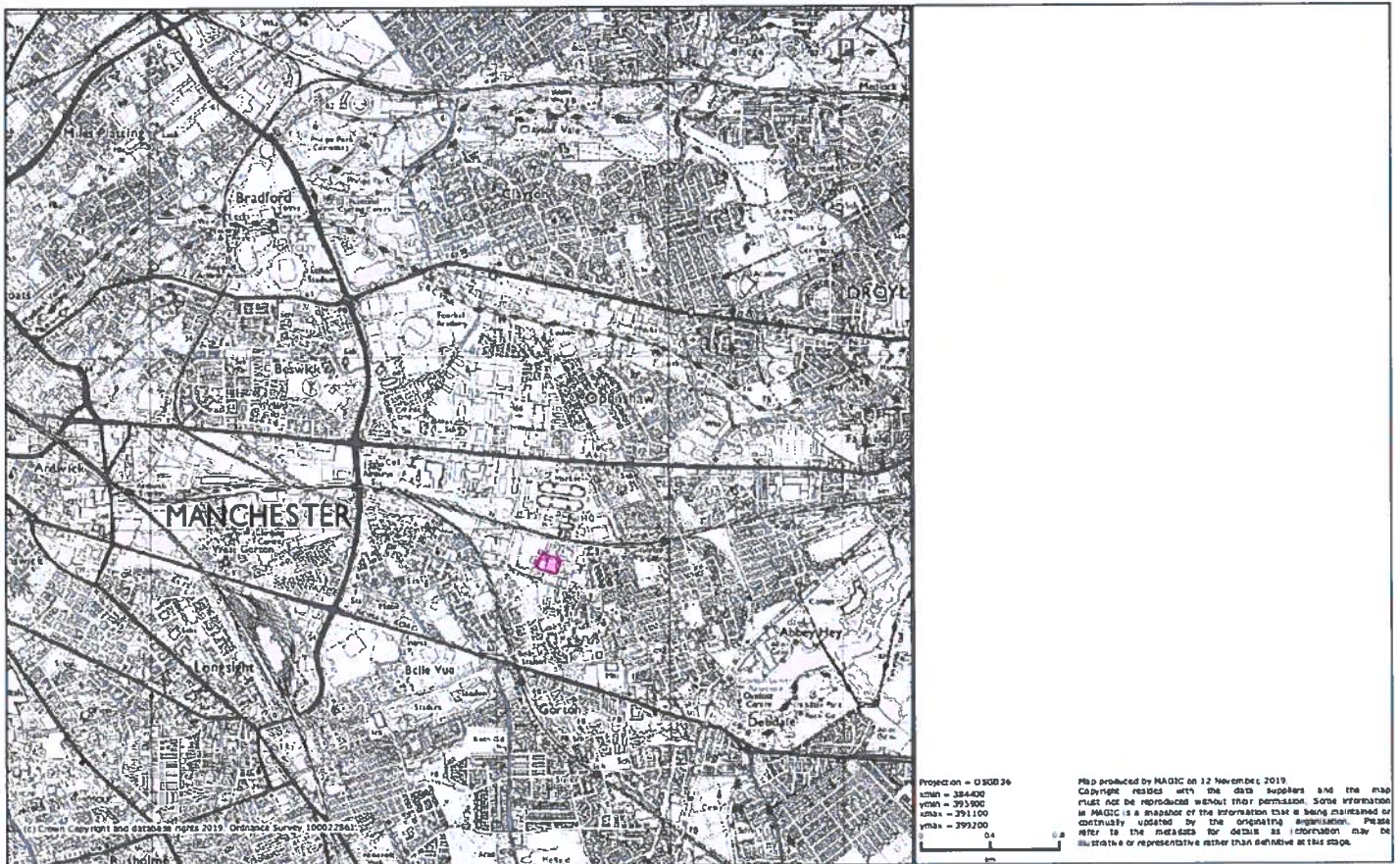
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The Site:

Site Location

MAGiC Iceland Manufacturing Limited, Location (Easting/Northing) 388311/396808



The site is located at the center of an industrial estate, 6.1km North West of Manchester City Centre. There are 3 residential areas less than 0.2 k from site, one is NE, second is E of the site and the third is SE to the site.

Using historic data and invoicing, the site produces & Uses the following per annum

Produces

- Food Waste less than 400 tonnes
- General Waste less than 400 tonnes
- WEEE less than 5 per annum
- Cardboard less than 400 tonnes
- Mixed Metals less than 100 tonnes
- Pallets less than 20000 pallets

Uses

- Solvents
- Flavorings

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- Aerosols

The following waste is sorted, segregated and processed on site

- Food Waste
- General Waste
- Cardboard
- Mixed Metals

The following Waste is sorted, segregated and then stored for pick up on site

- WEEE
- Hazardous
- Aerosol cans

Local Receptor

Within 0.2 km of the site the following receptors are located

Local Receptor	
Residential Property 156 meters to the North East	1
Residential Property 164.8 meters to the East	2
Residential Property 129.7 meters to the South East	3
Manchester Library Services less than 20 meters to the North West	4
Taw Garage Less than 20 meters to the South East	5
APC Powder Coating less than 20 meters to the South East	6
Ashalls Coaches less than 30 meters to the EAST	7
Advanced Vehicle Technology less than 20 meters to the North	8



These local receptors would be impacted by a large fire on the site; however, the prevailing wind direction is south easterly, thus reducing the likelihood of impact of air emissions to receptors 1, 2 & 3.

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There are no protected habitats within 1km of the area.

Site Drainage and Containment

The Waste yard has 2 Surface water channel drains that run the length of the yard, there is also a trade effluent channel drain that is in a 'u' shape around the decanting side of the chemical cage on the waste yard.

There are no containment tanks on site for fire water.

Site Security

The site has a 6 foot security fence covering $\frac{3}{4}$ of the site boundary, the area that is open is the loading bay area, there is a Security cabin at this location and one at the opposite side of the site at the staff entrance that has 24/7 365 Security Guards, with hourly patrols. All Yard areas are secured by either electronic gates or manual gates with chain and padlock.

There is also 24/7 CCTV recording taking place.

Site Plan

Refer to SHEEN SP 11 - Site Plan

Waste Quantities and Locations

Food Waste Clean Sweep Portable Compactor with bin lift holds a maximum of 11 tonnes of food waste, this unit is on telemetry that indicate when the unit is $\frac{3}{4}$ full. The unit sits on steel plates fitted to the floor to protect the surface from becoming damaged. The unit is removed off site on a weekly basis to dispose of the waste through Anerobic Digestion then returned to site.

General Waste Portable Compactor with bin lift holds a maximum of 12 tonnes of General waste, this unit is on telemetry that indicate when the unit is $\frac{3}{4}$ full. The unit sits on steel plates fitted to the floor to protect the surface from becoming damaged. The unit is removed off site on a weekly basis to dispose of the waste through Biffa sorting plant for DMR and then returned to site.

WEEE, this is logged and stored in a dolav on site next to the baler, the items are listed in the office to state what is in the dolav and the list is then sent to the waste carrier for pick up.

Hazardous waste, Inks, solvents, rags contaminated with Solvent, Aerosols and waste oil are disposed of in a 205ltr containment drums that are marked up with their contents and relevant hazard symbols. The drums have steel lids with metal locking band, the lid can be vented by turning the vent cap open. These are taken away and disposed of through Biffa hazardous waste team.

Cardboard is baled into mill size bales on site. The bales are stored at the side of the compactors 2 bales high, 2 bales wide and 10 bales in length. A maximum of 20 ton is stored at any one time. Bales are picked up on a weekly basis by Biffa Waste Solutions.

Mixed Metals, drums are crushed on site then tipped into the metal skip, other metals are tipped straight into the skip, the skip is picked up a minimum of once per calendar month by a local business called Singletons Scrap Metals.

Sanitary waste from staff welfare facilities are picked up and disposed of every 2.7 weeks by Phs

All bins are emptied on regular intervals throughout the shifts, waste is processed to ensure that it is segregated correctly and in a timely manner and not left to build up. ENV PRO 10 Waste Management Procedure

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Site Operating Techniques

Plant and Equipment

All external plant and Equipment are on our PPM system Shires, that is managed by our Maintenance Planner, PPM's are issued out on a daily, weekly, monthly, quarterly, 6 month and or annual basis depending on the required inspections needed, through which Maintenance is carried out.

Electricity

All plant is inspected through our PPM system. The Compactors, Baler and Drum Crusher have a pre-start check list that includes all electrical cabling to ensure it is in good working order.

Any defective plant or equipment is isolated until repaired.

Visitors and Contractors

Visitors and contractors are controlled on site. Site rules are explained to Visitors and contractors have a site induction, all work carried out by contractors are under the site permitting system that requires Risk Assessment, Method Statement (RAMS) and Insurance to EMS@icelandmanufacturing.co.uk before the works is carried out so that they can be checked and signed off against the permitting system.

Hot Works and Ignition Sources

Hot works (grinding, welding and cutting) activities are carried out in the welding shed, located in the Engineering yard behind the Engineers workshop away from any combustible waste materials. Hot work activities are rarely carried out in the waste yard or internal factory areas, however any hot works carried outside the welding shed area is done so under a hot works permit once RAMS have been submitted and approved.

Welfare Facilities

The site has a smoking shelter that is accessed through the staff turnstiles next to the Security office. The shelter has designated cigarette bins that are emptied daily.

There is a Staff canteen with hot drink vending, microwaves and snack machines, the canteen is linked to the site Fire Alarm system through smoke & Heat detection, there are also fire extinguishers within the area. The canteen is located on the ground floor of the office block

There is an Engineers kitchen within the Engineers cabin, it has a quick boil hot water system to make drinks, a toaster and Microwave, the Engineers cabin and kitchen is connected to the site Fire Alarm System through Heat Detection, the kitchen also has a fire blanket and there are fire extinguishers within the area.

There is a Kitchen in the Offices on the upper floor of the main office block, the kitchen has 2 microwaves, a kettle, coffee machine, fridge and dishwasher. The Office and kitchen is connected to the Site Fire Alarm System through smoke and heat detection. There are also fire extinguishers in the area.

NPD Presentation suite is a fully equipped Kitchen on the ground floor of the office block next to reception, there are 2 microwaves, 2 electric ovens, a fridge, a freezer, an electric hob, a TV, instant hot water tap for cooking and drinks, 2 plate warmers and a Coffee machine. The suite is connected to the main Fire Alarm System through heat detection, there is a fire blanket and extinguishers within the area.

NPD Kitchen is a fully equipped development kitchen, it has Bain-Marie's, gas hob and oven, microwave, scales, walk-in chiller, under counter freezers and chillers, dish washer, Pro Seal unit and bag sealer. The NPD Kitchen is connected to the main Fire Alarm System through heat detection, there is a fire blanket and extinguishers within the area.

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The offices and Presentation suite have Fixed and mobile Heating and Air conditioning systems in place

General Housekeeping Techniques

The Site is kept as clean and tidy as possible. The Environmental Service Team do daily cleaning of all external areas around site, these jobs are signed off on the following records

- ENV REC 10 Engineering External Areas GMP
- ENV REC 11 Waste Yard GMP
- ENV REC 12 Reception Car Park GMP
- ENV REC 13 Loading Bay Yard GMP
- ENV REC 14 External Areas GMP

These records are inspected by the Environmental Service Manager and reviewed against the Monthly GMP that is carried out by the site Technical team and SHEEN Management team.

Any issues found are logged on the technical GMP for the area concerned, corrective actions are added and the GMP closed out once completed.

The Smoking area is kept clean and tidy, litter bins and cigarette bins are emptied during 6-2 & 2-10 shifts by the Environmental Service Team.

Fire Alarm and Detection

The Site is connected to a Fire Alarm system, the main panel is located at reception. The system has heat and smoke detection across the site, in the main factory area there is an Aspiration system in place monitoring for smoke and is connect to the Fire Alarm System.

The Fire Alarm system has Nimbus linked into the control panel, this sends out a Pre Alert to Security and Several Managers that their may be a potential issue with the system and or that the system has activated due to a fire.

The site has no Automatic Fire suppression, however there are sufficient fire extinguishers and fire blankets around the site.

No. of Fire Extinguishers by Type & Fire Blankets

- Carbon Dioxide
- Foam
- Powder
- Water
- Fire Blankets

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Staff Training

The site has trained on site personnel to be Fire Marshalls, the Fire Marshalls have all be trained on how to use a fire extinguisher to allow safe egress from the building and or external areas.

The site does not have any employee trained on fire Fighting techniques to tackle a fire.

Emergency Situation

The Site has and uses ENV PRO 12 Emergency Preparedness & Response Procedure, in the event of an emergency situation.

Record Forms

Document Ref & Title	Format	Medium	Retention Time	Custodian(S)
ENV REC Non-Conformance Report	English, Text	Cloud	Perpetual	ESM

DOCUMENT AMENDMENT HISTORY

Version No.	Summary of changes from previous version of the document	Changes sought by	Remarks of ESM
V-001	First version released for implementation.	N/A	Nil