



**Level 3 Certificate in**

## **Fire Risk Assessment**

### Qualification Specification

Qualification Recognition Number: 603/4897/5

ABBE Qualification Code: CertFRAL319

**May 2023**

## **Why this document is being revised**

This document has been revised by ABBE in May 2023. A summary of the changes made to this document follows:

- Page 5, Section 2.6 The wording in this section has been reviewed
- Page 4, Section 1.1 References to Qualifications in Wales removed

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# Contents

## 1. ABBE - The Awarding Body for Building Education

1.1 Introduction	4
1.2 Mission Statement	4
1.3 ABBE Specification	4
1.4 Enquiries	4

## 2. Qualification Information

2.1 Qualification Objective	5
2.2 Who can take this qualification?	5
2.3 Qualification number	5
2.4 Qualification level	5
2.5 Total Qualification Time (TQT)	5
2.6 Progression	5
2.7 Age ranges	6
2.8 Structure of qualification	6
2.9 Barred units	6
2.10 Language	6
2.11 Grading	6
2.12 Pre-course procedures	6
2.13 Qualification Review Boards	6

## 3. Qualification Unit(s)

3.1 Qualification unit(s)	7
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# 1. ABBE - The Awarding Body for the Built Environment

## 1.1 Introduction

ABBE, the Awarding Body for Building Education is a forward thinking organisation that offers a range of apprenticeships, qualifications, benefits and support.

ABBE is regulated by Ofqual for the delivery of a range of qualifications. Our qualifications are nationally recognised helping learners to achieve their full potential and ambitions. The full range of qualifications can be found on ABBE's website.

## 1.2 Our values, vision and mission

**Our Values - Quality through Standards:** Our aim is to provide a high quality experience by building a strong community of mutual support and trust. We can use our collective talents to build meaningful partnerships to help us all to achieve our goals. ABBE is a recognised Awarding Organisation with strong professional integrity.

**Our Vision:** Is that every learner is confident, successful and has the opportunity to achieve their full potential.

**Our Mission:** ABBE Educates, inspires and empowers learners

## 1.3 ABBE Qualification Specification

This is the ABBE Qualification Specification for the ABBE Level 3 Certificate in Fire Risk Assessment. The aim of this specification is to provide learners and centres with information about the content of this qualification.

This specification is a live document and, as such, will be updated when required.

Additional qualification details are available for ABBE approved centres in the ABBE qualification handbook.

## 1.4 Enquiries

Any enquiries relating to this qualification should be addressed to:

ABBE  
Birmingham City University  
15 Bartholomew Row  
Birmingham  
B5 5JU

Tel: 0121 331 5174  
Email: [abbeenquiries@bcu.ac.uk](mailto:abbeenquiries@bcu.ac.uk)  
Website: [www.abbeqa.co.uk](http://www.abbeqa.co.uk)



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## 2. Qualification Information

### 2.1 Qualification purpose

The need for this Fire Risk Assessment qualification is due to the Government's Regulatory Reform (Fire Safety) Order 2005 (RRO), which requires fire risk assessments to be carried out by a **'competent' person**.

This qualification provide learners with the knowledge suitable for fire risk assessors that are acting either in-house or as an external consultant acting as a 'competent person' as defined by the RRO.

The purpose is to allow learners to demonstrate that they are capable of carrying out fire risk assessments and have the under-pinning knowledge needed, at the required depth and to confirm occupational competence.

Achievement of these qualifications will provide learners with the required knowledge and skills to work within the sector specialising in this area.

### 2.2 Who could take this Qualification?

This qualification is aimed at those who intend to carry out fire risk assessments as 'competent persons' as required by the Regulatory Reform (Fire Safety) Order 2005 (RRO). Specifically designed to enable learners to demonstrate their ability to undertake this work, these qualifications are suitable for both in-house fire risk assessors and independent consultants.

### 2.3 Qualification Number

ABBE Level 3 Certificate in Fire Risk Assessment: 603/4897/5

### 2.4 Qualification Level

This qualification has been listed on the Regulated Qualifications Framework (RQF) at: Level 3

### 2.5 Total Qualification Time

This qualification is allocated Total Qualification Time (TQT) this includes Guided Learning (GL) expressed in hours, which indicates the number of hours of supervised or directed study time and assessment. Credit has also be allocated to this qualification.

- The Total Qualification Time (TQT) for this qualification is: 300
- Guided Learning (GL) for this qualification is: 130
- Credit Value: 30 credits

### 2.6 Progression

This qualification has been designed to encourage participation in education and training in other related areas by:

- Enabling existing individuals who work, or wish to work, in this field to gain a recognised qualification and enhance their depth and breadth of knowledge.
- Encouraging individuals to develop skills and enhance development and promotion prospects
- Provide the foundation for enhanced learning and development
- Attracting learners from outside the industry
- Allowing individuals with qualifications in other fields to retrain in this discipline



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## 2.7 Age ranges

Pre 16	No
16-18	Yes
18+	Yes
19+	Yes

## 2.8 Structure of the Qualification

To achieve the ABBE Level 3 Certificate in Fire Risk Assessment the learner must complete the four mandatory units.

Mandatory Unit				
URN	Unit Name	Credit Value	Guided Learning Hours (GLH)	Level
Y/617/7201	Work in a safe and professional manner	4	20	3
D/617/7202	Fundamental principles and concepts for fire risk assessment	12	60	3
H/617/7203	Prepare to undertake fire risk assessments	4	20	3
K/617/7204	Undertake and report on fire risk assessments	10	30	3

### Please note:

- Learners must achieve Unit 2 before they can undertake Unit 3 and Unit 4
- Computerised simulation is not allowed for assessment purposes, however, it may be used for training purposes only

## 2.9 Barred Units

Units with the same title at different levels or units with the same content cannot be combined in the same qualification.

## 2.10 Language

ABBE qualifications and assessment materials will be provided through the medium of English.

## 2.11 Grading

This qualification is: Pass/Fail

## 2.12 Pre-course Procedures

These qualifications are available to anyone who is capable of reaching the required standards. They have been developed free from any barriers that unfairly restrict access or progression thereby promoting equal opportunities.

There are no pre-entry requirements for this qualification/The following pre-entry requirements apply to this qualification.

## 2.13 Qualification Review Boards

Qualification Review Boards (QRBs) are set up for each qualification. The Boards are drawn from employers, centres, Higher Educational Institutes (HEIs) and others with a vested interest in the sector in which the qualification is used. The purpose of the QRB is to ensure that the content of the qualification and the proposed assessment methodology are fit for purpose and are appropriate to meet the requirements of the sector.

QRBs are ongoing and will be scheduled for specific points within the qualification lifetime; at the notional mid-point and again towards the review date of the qualification. During this process,



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the QRB will consider any feedback received on the performance of the qualification and will consider if the content, structure, purpose and assessment methodology remain appropriate to the needs of the sector. This will help to improve both our qualification and the specification.



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## 3. Qualification Unit(s)

### Unit 1: Work in a safe and professional manner

Unit Reference Number: Y/617/7201

Level: 3

Credit: 4

#### Unit Summary

The aim of this unit is to develop knowledge, understanding and skills to contribute to the health, safety and security of the workplace, develop effective working relationships with others, and conduct fire risk assessments in a professional and ethical manner, complying with organisational and legal requirements at all times.

#### Assessment Guidance

This unit must be assessed using the following method(s):

- Portfolio of evidence

#### Learning Outcomes:

1. Be able to comply with organisational and legal requirements at all times
2. Be able to maintain health, safety and security at work
3. Be able to act in a professional and ethical manner
4. Be able to conduct assessments in a professional manner



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## **Unit 2: Fundamental principles and concepts for fire risk assessment**

Unit Reference Number: D/617/7202

Level: 3

Credit: 12

### **Unit Summary**

The aim of this unit is to provide the learner with an understanding of the fundamental principles and concepts that underpin the practice of fire risk assessment in respect of:

- The introduction of Regulatory Reform (Fire Safety) Order 2005 (RRO), the responsibilities and obligations imposed
- How buildings are constructed and how they can on one hand contribute to the fire risk and on the other make an essential contribution to fire safety
- The nature of fire, fire growth and identification of fire hazards
- Different approaches to ensuring fire safety in respect of protecting those particularly at risk.

### **Assessment Guidance**

This unit must be assessed using the following method(s):

- Portfolio of evidence

### **Learning outcomes:**

1. Understand the Regulatory Reform (Fire Safety) Order 2005 (RRO) and the legislation that informs fire safety standards in new construction, material alterations or refurbishment
2. Understand the difference between prescriptive and performance-based approaches to fire safety design
3. Understand how to identify the type of structure and fabric of a building and how they affect fire safety
4. Understand how to identify the building services and their location within a building
5. Understand the difference between active and passive means of containment
6. Understand the different types fire alarm systems in use in buildings
7. Understand the requirements for access and liaising with the Fire and Rescue Services (FRS)
8. Understand the nature of fire and the sources and significance of fuel load
9. Understand how different types of occupant react when exposed to a fire
10. Understand the tactics that can be utilised in seeking to achieve adequate levels of fire safety within buildings



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### **Unit 3: Prepare to undertake fire risk assessments**

Unit Reference Number: H/617/7203

Level: 3

Credit: 4

#### **Unit Summary**

The aim of this unit is to provide the learner with the ability to:

- Determine if they have the necessary level of competence to undertake the task
- Estimate the necessary resources required to undertake the assessment and prepare an estimate
- Ensure that the duty holder and/or responsible person understands their obligations under the Regulatory Reform (Fire Safety) Order 2005 (RRO)
- Ensure that the terms and conditions are understood and agreed by all parties

#### **Assessment Guidance**

This unit must be assessed using the following method(s):

- Portfolio of evidence

#### **Learning outcomes:**

1. Be able to respond appropriately to requests to undertake fire risk assessments
2. Be able to confirm instructions to clients prior to commencing an assessment
3. Be able to estimate the resources required to undertake the fire risk assessment and prepare a quotation



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## **Unit 4: Undertake and report on fire risk assessments**

Unit Reference Number: K/617/7204

Level: 3

Credit: 10

### **Unit Summary**

The aim of this unit is to provide the learner with the ability to:

- Gather and evaluate the evidence necessary to support a fire risk assessment
- Determine the hazards and risks that exist
- Evaluate ways to remove or reduce the risk
- Report significant findings and propose an action plan

### **Assessment Guidance**

This unit must be assessed using the following method(s):

- Portfolio of evidence

### **Learning outcomes:**

1. Be able to review building(s) and documents to produce a fire risk assessment
2. Conduct the fire risk assessment in accordance with all current guidance
3. Be able to recognise own limitations when undertaking a fire risk assessment
4. Be able to record findings and recommend an action plan in accordance current guidance



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