

# TOP TIPS TO HELP YOU FIND FIRE MARSHALS WHO CAN HELP MAKE YOUR WORKPLACE SAFER!

**Your fire marshals' primary role is to prevent fires starting and to manage the speedy and safe evacuation of your premises if the alarm rings. We will teach them how to use a fire extinguisher and which type to use in certain situations. So which personal qualities would you regard as assets in your team? Below are five traits you might wish to consider looking for in your volunteer fire marshals – being aware of them will help you pick the best volunteers to support a high level of fire safety awareness throughout your workplace.**

## 1 PEOPLE WHO RELISH CHECKLISTS

One key duty for fire marshals is to run routine checks - for example to ensure fire safety equipment is in place, safety signage is not hidden, access routes are not blocked, and that fire-check doors are not propped open. Your ideal volunteer will understand the importance of these procedures, and will relish following them - thoroughly - time and again.

## 2 PEOPLE WHO NOTICE DETAILS AND DIFFERENCES

Some people seem to notice what has changed or moved from one day to the next. A great trait for a fire marshal is spotting that something has changed, and then questioning if it has made the premises more prone to a fire starting, or made the building harder to evacuate. For example, noticing a box has been left restricting a corridor, or spotting that a stack of paint cans has grown large enough to be a fire hazard. Their attention to detail can protect lives.

## 3 CO-OPERATIVE TEAM PLAYERS

Your fire marshals may well train together and refresh their skills together, and they will all need to communicate and co-operate if there is a fire drill or a real fire. If they have the quality of 'give and take', it will help them work in harmony with ease, compared to people who perhaps like to work alone and prefer to do things their own way.

## 4 PEOPLE WHO STAY CALM IN A CRISIS

Not everyone can stay calm and rational in an emergency. It's vital that your fire marshals can keep a cool head if there is a fire or a fire drill, so their full focus is on evacuating the building - including escorting infirm or disabled people to safety, without using any lifts.

## 5 PEOPLE WHO CAN BE ASSERTIVE

When the fire alarm sounds, your fire marshals have to assume it is a real fire and begin to move people safely - and without causing panic - to their nearest exit. This is when they may find some people are reluctant to leave the building without their coats or valuables, and want to set off in search of these. Your fire marshals will need to be gently assertive and keep everyone moving out of the building towards safety.



### WHY YOU MAY NEED TO RECRUIT NEW VOLUNTEERS FROM TIME TO TIME

There are a number of reasons why you may sometimes need to find and train a new fire marshal. For example, one of your fire marshals may leave the organisation, or may simply elect to step down from their voluntary role. Your organisation may grow in size, or acquire a second site, and in both these cases you'll have to find new fire marshals to stay compliant with the HSE rules.



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