Example Schedule of Works

Stock:

✓ Check order with supplier to confirm hazard type of fireworks to order
✓ Check that maximum Net Explosive Quantities permitted by licence/registration application for the Hazard Type is not exceeded.

Staff:

✓ All staff reminded of rules and procedures re storage and sale of fireworks.
✓ Training records updated.

Storage Area:

✓ Empty rear store area of highly flammable/combustible material
✓ Check storage area for damp.
✓ Blank off access to electrical power outlets. Remove electrical equipment other than light fittings.
✓ Install wooden shelving to hold up to 250kg Hazard Type 4 fireworks in transit boxes.
✓ Put up No Entry sign to non-public storage area.
✓ Put up No Smoking Sign on entry door.
✓ Display Hazard Warning notice on Entry door.

Public Shop Area

✓ Display cabinets checked for suitability. No smoking sign placed next to display area.
✓ Location of display cabinets checked at least 1 metre from any live electrical equipment.
✓ Fire Extinguishers checked for type and rating (at least two minimum rated 13A) and last service. Replace any not working/out of date.
✓ Escape route clear. Door(s) unlocked whenever store is occupied.
Example Site Plan

LICENSED PREMISES SITE PLAN WITH SEPERATION DISTANCES

Note: The site plan must include the separation distance of all buildings, footpaths, thoroughfares, minor roads, major roads, places of public resort & railway lines within a 90mtr radius of your proposed store.
Example Floor Plan

Include a floor plan for each floor you intend to use to store explosives, ground, first, second floor etc.

Ground Floor

Storage area

Public area display cabinet

Escape Route

Fire Extinguisher =

Size of Explosives Non Public Storage Area site: 75m² (length x width)

Size of Public Shop Floor Area: 225m²

Rating/Type of Fire Extinguishers: 13A Water

Residential accommodation above, adjoining in the vicinity? Yes □ No □

Occupied? Yes □ No □

Note: Fireworks should not be stored in a cellar or basement or in any place that would hinder escape from the premises; for instance in or under a staircase.

Completed by (print name): Mr A N Other

Position: Owner/Manager

Name of Business: Acme Company Ltd

Trading Address that this schedule/plan applies to: 1 The Street, Any Town, Cornwall AA1 BB2

I confirm this is an accurate statement as to the proposed works and floor plan for the attached application.

Signed: A N Other

Date: 1 September 2014