



28. Fire - Extinguishing Equipment - Fire Hose Reels Visual Check

Category:	Fire
Subcategory:	Extinguishing Equipment
Frequency:	Monthly
Status:	Statutory
Type:	Competent Person
Priority:	Core
Commonality:	Occasional

Note: This document provides guidance to support compliance but is not a substitute for professional advice.

Why This Task Matters

Your monthly visual checks of fire hose reels ensure that trained personnel can access functional firefighting equipment when needed. By maintaining accessible and intact hose reel systems, you support first response capabilities that can contain fires before they escalate. Your consistent monitoring of these essential firefighting tools demonstrates your vital role in maintaining practical fire safety measures.

Task Summary

Statutory: Monthly hose reel checks confirm reels are accessible, valves operable, and hoses undamaged. This routine inspection involves checking reel mounting, verifying hose condition, inspecting valve operation, and ensuring clear access to equipment. In schools and colleges that still use hose reels, this ensures they remain functional for first response firefighting. Regular visual inspection provides assurance that pupils and staff are not at risk from compromised firefighting facilities. The inspection includes documenting equipment condition, checking surrounding areas, and ensuring all access requirements are met. Evidence produced includes inspection logbook entries documenting all checks performed and observations, annotated photos showing hose reel locations and condition, and any issues identified with immediate actions taken.

Relevant Legislation & Guidance

- **Regulatory Reform (Fire Safety) Order 2005:** Requires fire hose reels to be maintained for firefighting use
- **Fire Safety: Approved Document B (Buildings other than dwellinghouses):** Provides guidance on hose reel inspection
- **British Standard BS 5306: Fire extinguishing installations and equipment on premises:** Specifies requirements for hose reel inspection
- **British Standard BS 9999: Fire safety in the design, management and use of buildings - Code of practice:** Includes guidance on routine inspection procedures
- **Building Regulations 2010:** Require hose reels to be maintained in working order where fitted

Typical Frequency

Fire hose reels must be visually checked monthly where fitted, with these routine inspections continuing throughout the academic year. In educational settings with hose reels, monthly checks are essential for maintaining firefighting capability. The frequency cannot be reduced as it is a statutory requirement for ensuring firefighting equipment remains operational.

Applicability

This task applies to educational establishments that have fire hose reels installed, which is occasional as many modern schools no longer install them. It is a core statutory task where hose reels are present, essential for providing firefighting capability. The task applies to schools and colleges with hose reel systems in areas requiring first response firefighting equipment.

Responsible Persons

- **Task Type:** Competent Person
- **In-House Requirements:** This task can be completed by trained facilities staff or fire safety officers who have received appropriate training in hose reel inspection. Staff should be familiar with hose reel locations and normal appearance.
- **Permit to Work:** No permit to work is typically required for this inspection task.
- **Delivery Model:** Normally completed in-house by trained staff to ensure regular inspection and familiarity with the equipment.

Key Considerations

- **Timing considerations:** Schedule during term time to maintain continuous monitoring

- **Cost implications:** Minimal cost if completed in-house, though may require occasional staff training
- **Resource requirements:** Access to hose reel locations and equipment
- **Potential disruption:** Minimal disruption as this is primarily a visual inspection
- **Risk assessment requirements:** Inspection results should inform the fire risk assessment

Task Instructions

Prerequisites & Safety

- Ensure inspector is familiar with hose reel locations and normal appearance
- Confirm access to all hose reel locations
- Check that inspection can be conducted safely in building areas
- Ensure familiarity with emergency procedures if issues are found

Tools & Materials

- Hose reel location records and inspection checklist
- Logbook for recording inspection results
- Camera for documenting hose reel condition
- Pen for recording observations
- Basic tools for checking hose condition if needed

Method (Step-by-Step)

Phase A: Pre-Inspection Preparation

1. Review previous inspection results and any outstanding issues
2. Gather hose reel location records and access information
3. Prepare inspection checklist and documentation forms
4. Confirm access to all hose reel locations

Phase B: Visual Inspection

1. Check reel mounting brackets for security and stability
2. Inspect hose for damage, kinks, or deterioration
3. Verify valve operation and security
4. Examine nozzle condition and functionality
5. Check surrounding areas for obstructions
6. Ensure clear access to all components

Phase C: Equipment Verification

1. Confirm hose is properly wound on reel
2. Check valve is in closed position
3. Verify nozzle is intact and undamaged
4. Inspect for signs of use or tampering
5. Check that identification labels are present

Phase D: Documentation

1. Record inspection date, time, and staff conducting inspection
2. Document condition of all hose reels and components
3. Photograph hose reel locations and any issues found
4. Note any damage repaired or issues identified
5. Sign and date the logbook entry

Measurements & Acceptance Criteria

- Hose reels must be securely mounted and accessible
- Hoses must be undamaged and properly wound
- Valves must be operable and in closed position
- No obstructions should impede access

If Results Fail

Follow instructions on the Compliance Pod task completion form to record remedial/follow up actions and generate Reactive Task Tickets as required. Immediately secure any damaged equipment and restrict use if necessary. Escalate issues to facilities management and arrange urgent repairs or replacement. Implement alternative firefighting measures in affected areas.

Reinstatement & Housekeeping

Secure any components checked during inspection. Ensure hose reels remain accessible after inspection.

Completion Checks

Verify that the logbook entry is complete with all required details. Confirm that photographic evidence shows hose reel conditions. Ensure any issues are clearly documented for follow-up.

Record-Keeping & Evidence

- **Upload Process:** Upload any required statutory or supporting evidence to the

corresponding task form in Compliance Pod.

- **Statutory Evidence:** Logbook entry and photos must be retained for at least 3 years.
- **Supporting/Good Practice Evidence:** Detailed inspection observations and photographic records support audit readiness.

Common Pitfalls & Best Practice Tips

- **Common mistakes to avoid:** Not checking hose condition thoroughly, missing valve issues, or failing to document observations with photographs
- **Best practices for efficient completion:** Maintain consistent inspection schedules, keep detailed records of previous checks, and coordinate with building maintenance staff
- **Pro tips for educational settings:** Include hose reel checks in routine building maintenance patrols, use inspection as an opportunity to review firefighting training, and maintain clear records of normal equipment conditions
- **Warning signs that indicate problems:** Damaged hoses, inoperable valves, or signs of tampering

Quick Reference Checklist

- Previous inspection results reviewed
- Hose reel locations and access points identified
- Reel mounting and brackets inspected
- Hose condition and winding verified
- Valve operation and security checked
- Surrounding areas confirmed clear
- Any damage repaired immediately
- Inspection results documented with photos
- Evidence uploaded to Compliance Pod

Grouped Tasks

Grouping is feasible; align with related tasks of the same frequency and contractor visit.

Related Tasks

- Fire - Extinguishing Equipment - Fire Suppression Systems Visual Check
- Fire - Extinguishing Equipment - Fire Hydrants Visual Check
- Fire - Extinguishing Equipment - Dry & Wet Risers Visual Check

- Fire - Extinguishing Equipment - Portable Fire Extinguishers Monthly Visual Check

Disclaimer

This document is provided for general guidance only. It does not constitute professional advice and should not be relied upon as such. Whilst every effort has been made to ensure the accuracy and completeness of the information, Compliance Pod Ltd makes no representations, warranties, or guarantees, express or implied, about the information provided. Compliance Pod Ltd accepts no responsibility or liability for any loss, damage, or harm arising from the use of this guidance or from failure to act on identified risks.

Users must ensure that all tasks are carried out in line with current legislation, manufacturer instructions, site-specific risk assessments, and organisational policies. Where necessary, professional advice should be sought from competent and accredited specialists — for example, fire risk assessors, water hygiene consultants, electrical engineers, gas safety contractors, or health and safety advisors.