



GIG  
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Partneriaeth  
Cydwasaethau  
Gwasanaethau Ystadau Arbenigol  
Shared Services  
Partnership  
Specialist Estates Services

# Hysbysiad Gwasanaethau Ystadau Arbenigol 20/01

2 Ionawr 2020

**I'w weithredu gan:**

Cyfarwyddwyr ar lefel Bwrdd (Tân), Byrddau Iechyd ac Ymddiriedolaethau'r GIG

**Er gwybodaeth yn unig:**

Prif Weithredwyr, Byrddau Iechyd Lleol ac Ymddiriedolaethau'r GIG  
Cyfarwyddwyr Ystadau/Cyfleusterau a Rheolwyr Diogelwch Tân Byrddau  
Iechyd Lleol ac Ymddiriedolaethau'r GIG  
Ymgynghorwyr Tân

Copi i: Pennaeth Cyfalaf, Ystadau a Chyfleusterau, Adran  
Iechyd a Gofal Cymdeithasol Llywodraeth Cymru

Annwyl gydweithiwr,

## SYSTEM ARCHWILIO DIOGELWCH TÂN

Ymhellach i [WHC\(04\)10](#) a [WHC\(05\)69](#), aeth y System Archwilio Diogelwch Tân yn ôl ar-lein ar 31 Rhagfyr 2019, yn dilyn adolygiad o'r system ac o gyflwyniadau 2019.

## Cwmpas cyflwyniadau archwilio 2019/20

Mae gofyn i sefydliadau yn y GIG gwblhau a chyflwyno'r canlynol erbyn 29 Mai 2020.

- Archwiliad Lefel 1 ar gyfer y sefydliad cyfan.
- Archwiliadau Lefel 2 i **bob** safle ysbyty lle mae cyfleusterau cleifion mewnol.
- Archwiliadau Lefel 2 i tua 20–25% o safleoedd eraill ar eu hystâd, e.e. clinigau, canolfannau iechyd neu gartrefi grŵp.

Fel y nodwyd eisoes yn WHC(05)69, mae'r gofyniad i gyflwyno gwybodaeth trwy'r System Archwilio Diogelwch Tân wedi disodli Tystysgrif Flynyddol Cydymffurfiaeth â'r Cod Tân. Dylai sefydliadau'r GIG gofio hefyd y caiff adroddiad ei baratoi i Lywodraeth Cymru ar ôl i'r archwiliadau gael eu cyflwyno. O'r herwydd mae'n **hollbwysig** y caiff archwiliadau eu cyflwyno erbyn y dyddiad cau a osodwyd.

Dylid cyfeirio unrhyw ymholiadau ynghylch cynnwys y llythyr hwn neu'r System Archwilio Diogelwch Tân at Anthony Pitcher, Uwch Ymgynghorydd Diogelwch Tân, trwy ffonio 029 2090 4120 neu drwy e-bostio [anthony.pitcher@wales.nhs.uk](mailto:anthony.pitcher@wales.nhs.uk)

Yr eiddoch yn gywir,

A handwritten signature in black ink that reads "NH Davies". The letters are cursive and somewhat stylized.

**NH Davies BSc (Anrh), Dip Proj Man (RICS), MBA, MCIQB, FIHEEM**

**Cyfarwyddwr Gwasanaethau Ystadau Arbenigol**

**Gwasanaethau Ystadau Arbenigol PGC, Trydydd Llawr, Tŷ'r Cwmniau, Crown Way, Caerdydd, CF14 3UB**



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# Specialist Estates Services Notification 20/01

**2 January 2020**

**For action by:**

Board Level Directors (Fire), NHS Health Boards and Trusts

**For information only:**

Chief Executives, Local Health Boards and NHS Trusts  
Estates/Facilities Directors and Managers, Local Health Boards and NHS Trusts  
Fire Safety Managers  
Fire Advisors

Copy to: Head of Capital Estates and Facilities  
Department of Health and Social Care, Welsh Government

Dear Colleague

## **FIRE SAFETY AUDIT SYSTEM**

Further to [WHC\(04\)10](#) and [WHC\(05\)69](#), the Fire Safety Audit System was released back online on 31<sup>st</sup> December 2019, following a review of the system and 2019 submissions.

### **Extent of audit submissions 2019/20**

NHS Organisations are required to complete and submit the following by 29<sup>th</sup> May 2020.

- Level 1 audit for the whole Organisation.
- Level 2 audits for **all** hospital sites containing in-patient facilities.
- Level 2 audits for a selection of approximately 20-25% of other premises within their estate e.g. clinics, health centres or group homes.

As previously referenced in WHC(05)69, the annual submission of information through the Fire Safety Audit System replaced the Annual Certificate of Firecode Compliance. NHS Organisations are also reminded that following submission of the audits, a report is prepared for the Welsh Government; therefore it is **essential** that audits are submitted by the prescribed date.

Any enquiries on the content of this letter or the Fire Safety Audit System should be addressed to Anthony Pitcher, Senior Fire Safety Advisor on 029 2090 4120 or e-mail [anthony.pitcher@wales.nhs.uk](mailto:anthony.pitcher@wales.nhs.uk)

Yours sincerely,

A handwritten signature in black ink that reads "NH Davies". The letters are cursive and somewhat stylized.

**NH Davies BSc (Hons), Dip Proj Man (RICS), MBA, MCIQB, FIHEEM**

**Director Specialist Estates Services**

**NWSSP Specialist Estates Services, 3rd Floor, Companies House, Crown Way, Cardiff CF14 3UB**