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Gwasanaethau Ystadau Arbenigol  
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# Hysbysiad Gwasanaethau Ystadau Arbenigol 20/14

## 01 Gorffennaf 2020

### I'w weithredu gan y canlynol:

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

### Er gwybodaeth yn unig:

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

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

Annwyl gydweithiwr,

## CANLLAWIAU DIOGELWCH TÂN ATODOL MEWN PERTHYNAS Â'R 'OPERATIONAL GUIDE FOR THE SAFE RETURN OF HEALTHCARE ENVIRONMENTS TO ROUTINE ARRANGEMENTS FOLLOWING THE INITIAL COVID-19 RESPONSE'

Dylid darllen y canllawiau canlynol ar y cyd â'r 'Operational guide for the safe return of healthcare environments to routine arrangements following the initial COVID-19 response' a gyhoeddwyd yn ddiweddar gan y Nosocomial Transmissions Group (NTG) ar 3 Mehefin 2020.

Mae'r adroddiad uchod yn manylu ar ganllawiau ar y mesurau ar gyfer dychwelyd gofal iechyd a safleoedd cysylltiedig i drefniadau arferol. Atgoffir Byrddau Iechyd o'r dyletswyddau a osodir o dan y Gorchymyn Diwygio Rheoleiddio (Diogelwch Tân) a rhaid iddynt sicrhau nad yw unrhyw fesurau adfer yn negyddu safonau diogelwch tân.

- Dylai unrhyw newidiadau corfforol i'r adeilad gydymffurfio â'r Cod Tân ac ni ddylent amharu ar drefniadau diogelwch tân.
- Pan fydd cyflwyno sgriniau rhannu coridorau yn cael eu hystyried rhaid i'r rhain beidio ag effeithio ar y llwybrau dianc na mynediad ar gyfer diffodd tân.

- Rhaid diweddarau'r system larwm tân, gan gynnwys mynd i'r afael â dyfeisiau a'r matrices achos ac effaith i adlewyrchu unrhyw newidiadau.
- Dylai'r person cyfrifol sicrhau bod yr Asesiad Risg Tân a'r gweithdrefnau ymateb cysylltiedig yn cael eu diweddarau i adlewyrchu unrhyw newidiadau, gan gynnwys y cynnydd posibl yn y defnydd o gynhyrchion hylif diheintio dwylo fflamadwy. Tynnir sylw hefyd at y canllawiau a gyhoeddwyd yn flaenorol yn [Asesiadau Risg Tân SESN 20/06](#).
- Dylai'r gweithdrefnau ymateb tân, gan gynnwys unrhyw Gynlluniau Personol Gadael mewn Argyfwng (PEEPs) gael eu profi'n rheolaidd, gan gynnwys gadael adeilad gan sicrhau bod pellter cymdeithasol yn cael ei gynnal hyd yn oed wrth adael yr adeilad.
- Dylid diweddarau arwyddion diogelwch tân i adlewyrchu unrhyw newidiadau i'r llwybrau dianc neu weithdrefnau ymateb. Dylai manau ymgynnull tân hefyd gael eu marcio'n glir ynghyd â marcwyr cadw pellter cymdeithasol yn nodi lle y dylai pobl sefyll.
- Dylid diweddarau gwybodaeth llawlyfr tân safle-benodol a'i rhannu gyda'r Gwasanaeth Tân ac Achub Lle bo angen.

Dylid cyfeirio unrhyw ymholiadau ynghylch cynnwys y llythyr hwn 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,



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

**Cyfarwyddwr Gwasanaethau Ystadau Arbenigol**

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



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# Specialist Estates Services Notification 20/14

01 July 2020

**For action by:**

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

**For information only:**

Chief Executives, NHS Health Boards and Trusts

Estates/Facilities Directors and Managers

Fire Safety Managers

Fire Advisors

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

Dear Colleague

## **SUPPLEMENTARY FIRE SAFETY GUIDANCE IN RELATION TO THE 'OPERATIONAL GUIDE FOR THE SAFE RETURN OF HEALTHCARE ENVIRONMENTS TO ROUTINE ARRANGEMENTS FOLLOWING THE INITIAL COVID-19 RESPONSE'**

The following guidance should be read in conjunction with the recently published 'Operational guide for the safe return of healthcare environments to routine arrangements following the initial COVID-19 response', published by the Nosocomial Transmissions Group (NTG) 3rd June 2020.

The above report details guidance on the measures for returning healthcare and associated premises to routine arrangements. Health Boards are reminded of the duties imposed under the Regulatory Reform (Fire Safety) Order and must ensure any remedial measures do not negate fire safety standards.

- Any physical changes to the building should comply with Firecode and must not compromise fire safety arrangements.
- Where the introduction of corridor dividing screens is being considered these must not impact on the means of escape or fire-fighting access.

- The fire alarm system, including device addressing and the C&E matrix must be updated to reflect any alterations.
- The responsible person should ensure the Fire Risk Assessment and associated response procedures are updated to reflect any changes, including the potential increase in use of flammable hand sanitising products. Attention is also drawn to the guidance previously issued in [SESN 20/06 Fire Risk Assessments](#).
- The fire response procedures, including any Personal Emergency Evacuation Plans, (PEEPs) should be tested regularly, including evacuation to ensure that social distancing is maintained even when evacuating the building.
- Fire safety signage should be updated to reflect any changes to the means of escape or response procedures. Fire assembly points should also be clearly marked together with social distance markers identifying where people should stand.
- Site specific fire manual information should be updated and shared with the Fire & Rescue Service where necessary.

Any enquiries on the content of this letter 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,



**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**