



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

Hysbysiad Gwasanaethau Ystadau Arbenigol 21/01

4 Ionawr 2021

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

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

Annwyl gydweithiwr,

SYSTEM ARCHWILIO DIOGELWCH TÂN

Fel y manylir ym Memorandwm Technegol Iechyd Cymru 05/01 Rheoli Diogelwch Tân ym maes Gofal Iechyd, mae'n rhaid i Sefydliadau'r GIG gwblhau archwiliad tân blynyddol gan ddefnyddio'r System Archwilio Diogelwch Tân ar-lein. Rhyddhawyd y system hon ar-lein unwaith eto ar 31 Rhagfyr 2020, yn dilyn adolygiad o'r cyflwyniadau diweddaraf.

Cwmpas cyflwyniadau archwilio 2020/21

Mae gofyn i sefydliadau yn y GIG gwblhau a chyflwyno'r canlynol erbyn 28 Mai 2021.

- Archwiliad Lefel 1 ar gyfer y sefydliad cyfan.
- Archwiliadau Lefel 2 i **bob** safle ysbyty lle mae cyfleusterau cleifion mewnol.
- Archwiliadau Lefel 2 ar gyfer tua 10–20% o safleoedd eraill ar eu hystâd, e.e. clinigau, canolfannau iechyd neu gartrefi grŵp.

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.

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, Ffordd y Goron, Caerdydd, CF14 3UB



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Specialist Estates Services Notification 21/01

4 January 2021

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

As detailed in WHTM05/01 Managing Healthcare Fire Safety, NHS Organisations are required to conduct an annual fire audit utilising the online Fire Safety Audit System. This system was released back online on 31st December 2020, following a review of the latest submissions.

Extent of audit submissions 2020/21

NHS Organisations are required to complete and submit the following by 28th May 2021.

- 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 10-20% of other premises within their estate e.g. clinics, health centres or group homes.

NHS Organisations are also reminded that following submission of the audits, a report will be 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.

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