

Regulation 10 Block Audit Checklist

Per-block audit for managing agents, RTM directors and Responsible Persons under the Fire Safety (England) Regulations 2022.

Who must complete this? The Responsible Person under Article 3 of the Regulatory Reform (Fire Safety) Order 2005 — typically the freeholder, managing agent or RTM company — for any building containing two or more domestic premises.

Building information record

#	Check	Pass	Fail	Notes
1	Building height confirmed (under 11m / 11-18m / over 18m)	☐	☐	
2	Number of storeys and number of flats recorded	☐	☐	
3	Date of last Fire Risk Assessment on file	☐	☐	
4	Responsible Person clearly identified in writing	☐	☐	

Common-parts fire doors

#	Check	Pass	Fail	Notes
1	All stairwell doors inspected (quarterly if 18m+)	☐	☐	
2	All cross-corridor doors inspected	☐	☐	
3	All riser cupboard / service doors inspected	☐	☐	
4	All plant room doors inspected	☐	☐	
5	Photographic evidence captured for every door	☐	☐	

Flat entrance doors (FD30S)

#	Check	Pass	Fail	Notes
1	All flat entrance doors inspected at least annually	☐	☐	
2	Best-endeavours record kept for any no-access flats	☐	☐	
3	Each door has a unique reference and photo log	☐	☐	
4	Pass/fail record maintained per door	☐	☐	

Resident communications

#	Check	Pass	Fail	Notes
1	Residents informed of fire safety instructions in writing	☐	☐	
2	Information provided on flat entrance door responsibilities	☐	☐	
3	Information shared on what to do in a fire	☐	☐	
4	Records retained for at least 2 years	☐	☐	

Compliance evidence pack

#	Check	Pass	Fail	Notes
1	Third-party-verified certificates stored for each door	☐	☐	
2	Remedial action register with priorities and dates	☐	☐	
3	Annual statement of compliance prepared	☐	☐	
4	All evidence accessible to Fire & Rescue Service on request	☐	☐	

Need a certified inspection? Upload your photos at r-10.co.uk/pricing and receive a Building Safety Act 2025-aligned FD30S certificate within 48 hours from £25 per door.