INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name:	**LENNY FASHIONS LIMITED(UNIT-2)**
Address:	**SFB-1,DHAKA EXPORT PROCESSING ZONE,, GANAKBARI,, SAVAR, DHAKA, 0, 1349, BD SAVAR SAVAR Dhaka Bangladesh**
Assessor:	**Bureau Veritas**
Date:	**29 Apr 2014**

Introduction to the Report

The following report contains a site profile and summary of non-conformities identified during an onsite assessment commissioned by the Alliance for Bangladesh Worker Safety (Alliance) and conducted by a third-party Qualified Assessment Firm (QAF). The assessment was conducted against the Alliance for Bangladesh Worker Safety Assessment Protocols (APs) and Fire Safety and Structural Integrity Standard, which is harmonized with the factory assessment guidelines developed by Bangladesh University of Engineering and Technology (BUET) for the Bangladesh National Tripartite Plan of Action (NTPA). The goal of the Alliance process is to provide clear and practical technical requirements by which Bangladeshi Ready Made Garment (RMG) Factories producing for Alliance members may be consistently and fairly evaluated for fire, structural, and electrical safety in a non-duplicative manner. Each assessment will prompt action plans that will be used by RMG factories to systematically and sustainably improve safety conditions for garment workers. Beyond tracking and reporting on action steps taken in a transparent manner, the Alliance organization and its members will seek to further support factory improvements through technical assistance, training, implementation support for functional Worker Committees, and in some cases financial assistance and wage support for workers if factories are closed for remediation.

The contents of the report do not constitute a guarantee of compliance with the applicable laws, the Alliance Standard or the absolute or continued safety against fire, electrical and/or structural integrity issues that may lead to injury or loss of life. The report is designed to provide a non-exhaustive summary of risk issues, based on a limited sampling and duration of time onsite by the named QAF. Neither the QAF nor the Alliance can certify or guarantee the quality, outcome, or effectiveness of actions taken in response to the report.

For more information and report feedback please go to: www.bangladeshworkersafety.org.

GENERAL INFORMATION

General Information	
Factory Name:	LENNY FASHIONS LIMITED(UNIT-2)
Address:	SFB-1,DHAKA EXPORT PROCESSING ZONE,, GANAKBARI,, SAVAR, DHAKA, 0, 1349, BD SAVAR SAVAR Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	SAVAR
Zip Code:	
Audit Duration:	1 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	05-09-2014
Final Report Date:	06-17-2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	There are 3 buildings in the factory premises out of which one is main building and two are ancillary buildings. The buildings are named as: 1) Five story RCC main production building, 2) Single story Boiler room, Generator & Air compressor shed, 3) Single story Wastage shed.
Is the building(s) owned or rented by the Factory:	Rented
Number of Building Levels (Stories):	1) Five story RCC main production building: Building Height (Highest occupied floor level): 13.6 m or 44.64 ft [Height up to roof: 17.26 m or 56.64 ft], Stories above grade: 5, Stories below grade: 0, Occupied levels: 5, 2) Single story Boiler room, Generator & Air compressor shed: Building Height (Highest occupied floor level): At grade [Height up to roof: 3.65 m or 12 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1, 3) Single story Wastage shed: Building Height (Highest occupied floor level): At grade [Height up to roof: 3.65 m or 12 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1.
Approximate Building Area (SF):	Total area of buildings in the factory premises: 127600 sft. Building wise breakdown as follows: 1) Five story RCC main production building: 126056.00 sft (Ground floor: 30056.00 sft, 1st floor: 30000.00 sft, 2nd floor: 30000.00 sft, 3rd floor: 30000.00 sft, 4th floor: 6000.00 sft), 2) Single story Boiler room, Generator & Air compressor shed: 844 sft, 3) Single story Wastage shed: 700 sft.
Date of Building Construction:	Factory personnel informed the date of construction as follows: 1) Five story RCC main production building: Finished in 2000, 2) Single story Boiler room, Generator & Air compressor shed: Finished in 2000, 3) Single story Wastage shed: Finished in 2000.

Date of Last Building Renovation/Addition:	Factory personnel informed the date of last building renovation as follows: 1) Five story RCC main production building: Finished in 2001.
Ancillary Structures in Complex:	1) Single story Boiler room, Generator & Air compressor shed, 2) Single story Wastage shed.
Approximate Ancillary Structures Area (SF):	1) Single story Boiler room, Generator & Air compressor shed: 844 sft, 2) Single story Wastage shed: 700 sft.
Number of Occupants:	Total number of occupants: 1126; 1) Five story RCC main production building: 1122 (Ground floor: 17, 1st floor: 450, 2nd floor: 252, 3rd floor: 401, 4th floor: 2), 2) Single story Boiler room, Generator & Air compressor shed: 3, 3) Single story Wastage shed: 1.
Number of Ancillary Levels (Stories):	1) Single story Boiler room, Generator & Air compressor shed: Building Height (Highest occupied floor level): At Grade [Height up to roof: 3.65 m or 12 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1, 2) Single story Wastage shed: Building Height (Highest occupied floor level): At Grade [Height up to roof: 3.65 m or 12 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1.
Occupancy Type:	1) Five story RCC main production building: [Ground Floor: H2 (Fabric store), B2 (Day Care), F1 (Security post), H2 (Main store, cartoon store), 1st Floor: G2 (Finishing section, Sewing), F1 (Office), G2 (Spot removing room), 2nd floor: D1 (Doctor room), G2 (Sewing section), K (Maintenance room), F1 (PM room), 3rd floor: G2 (Sewing section, Cutting), F1 (Inspection room, Office), 4th floor: E4 (Dining, Canteen store)], 2) Single story Boiler room, Generator & Air compressor shed: K (Boiler room, Generator room, Air compressor), 3) Single story Wastage shed: H2 (wastage store room).
Construction Type:	1) Five story RCC main production building: [Ground floor to 3rd floor: Type 1, 4th floor: Non-rated (only ceiling)], 2) Single story Boiler room, Generator & Air compressor shed: Non-rated, 3) Single story Wastage shed: Non-rated.
Height of Highest Occupied Floor Level Above Grade:	1) Five story RCC main production building: 13.6 m or 44.64 ft, 2) Single story Boiler room, Generator & Air compressor shed: At grade, 3) Single story Wastage shed: At grade.

ASSESSMENT FINDINGS

Fire Protection Construction

Question:	Certificates of Occupancy for each building have been issued and are on file.	
Priority Level:	Low	
Non-Compliance Level:		
Description:	Each building contains certificate of occupancy individually.	
Source of Findings:	Document Review: Each building contains certificate of occupancy individually.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Are certificates of occupancy provided for each building or ancillary structure?	
Question:	Is the fire resistance materials of structural members in good condition and free of damage?	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	No damage or structural crack was found in the fire resistance materials of the structural members in the buildings.	
Source of Findings:	Visual Assessment: At the time of assessment no damage or structural crack was found in the fire resistance materials of the structural members in the buildings.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	BNBC Part 3 Chapter 3	
Question:	Are openings and penetrations through rated walls and/or assemblies protected?	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	The doors and windows of the substation room, the main store on the ground floor, the pump room, the generator room, the boiler room, and the dining	

	room are not fire protected.
Source of Findings:	Visual Assessment: An unprotected opening was found at the store room on ground floor.
Suggested Plan of Action:	Close all windows and other opening and penetrations on all the fire rated walls across the entire premises and install certified fire rated doors and opening protective where required.
Suggested Deadline Date:	31 Aug 2014
Standard:	Includes doors, windows, ducts, piping, etc. Reference Alliance Standards Part 4 Section 4.6 Opening Protectives and Section 4.7 Penetrations
Question:	Is each floor separated with a fire-resistive rated construction barrier?
Priority Level:	High
Non-Compliance Level:	
Description:	Each floor is separated with fire resistive rated construction because the slab thickness is 6 inch which may extend to 8 inch including ceiling plaster and floor finish tiles. This 8 inch is proper for fire barrier for each floor.
Source of Findings:	Visual Assessment: Slab thickness is 6 inch which may extend to 8 inch including ceiling plaster and floor finish tiles.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation
Question:	Are separations between hazards provided with fire-resistive rated construction barriers.
Priority Level:	Medium
Non-Compliance Level:	3
Description:	The separation between the generator room and the boiler room on the ground floor is not fire protected.
Source of Findings:	Visual Assessment: No proper fire separation is provided between the generator room and the boiler room on the ground floor.
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types following Table 4.1.1 from BNBC Part 4. Consult a qualified fire protection engineer to design the required rated construction barrier.
Suggested Deadline Date:	23 Nov 2014

Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	
Question:	Are exit enclosures provided with fire-resistive rated construction barriers?	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	On the ground floor, the factory has already installed a fire door at the store, but the exit enclosure is partially open, therefore the enclosure is not fire protected.	
Source of Findings:	Visual Assessment: A partially open fire door was found at the store on the ground floor.	
Suggested Plan of Action:	Provide fire-resistive rated construction barriers at exit enclosures. Consult a qualified fire protection engineer to design the required rated construction barriers.	
Suggested Deadline Date:	31 Aug 2014	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	
Question:	Are shafts provided with the minimum fire-resistance rating?	
Priority Level:	High	
Non-Compliance Level:		
Description:	No shaft is available in any building in the factory premises except stairwell.	
Source of Findings:	Visual Assessment: No shaft was found at the time of assessment except stairwell.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference Alliance Standards Part 4 Section 4.5.7.1 through 4.5.7.3	
Question:	Fire dampers installed on air-conditioning and ventilation ducts appear to be in good condition and operational.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	No air-conditioning or ventilation duct is available in the buildings.	
Source of Findings:	Visual Assessment: On visual assessment no air conditioning and ventilation duct was found.	
Suggested Plan of		

Action:	
Suggested Deadline Date:	
Standard:	Reference Alliance Standards Part 4 Section 4.6 Opening Protectives and Section 4.7 Penetrations
Question:	If the building contains a vertical opening known as an atrium, have provisions been made to comply with Alliance Standard 3.7?
Priority Level:	Medium
Non-Compliance Level:	
Description:	No atrium is available in the building.
Source of Findings:	Visual Assessment: On visual assessment no atrium was found.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Reference Alliance Standards Section 3.7 Atrium

Fire Protection Systems

Question:	Is the building protected by an automatic sprinkler system?
Priority Level:	High
Non-Compliance Level:	3
Description:	Height of the highest occupied level of the main building is 13.6 m (44.64 ft) which is below 23m or 75 ft. But there is a nonrated dining shed located on 4th floor of five story main building and From Ground floor to 3rd floor, each of the floor area is 30,000 sq. ft. which exceed 2000 m2 (22,000 sq. ft.). So in accordance with Section 3.5.3.1 of the Alliance Standard, automatic sprinkler protection is required throughout the main building. But, there is a sprinkler system installed only in the storage located on ground floor of the main building.
Source of Findings:	Visual Assessment: The highest occupied floor of main building is 13.6m which is less than 23m but existing buildings is greater than 2 stories with non-rated construction has exceed 2000 m2 (22,000 sq. ft.). So, automatic sprinkler is required.
Suggested Plan of Action:	Either install an automatic sprinkler system throughout the building designed by a qualified fire protection engineer. The hydraulic design of the sprinkler system has to be pre-approved by CoE of Alliance. All installation and design requirements outlined in BNBC Part 4 Chapter 4 shall be replaced by the requirements of NFPA 13. Pipe schedules shall not be used to size pipe. All systems shall be hydraulically calculated to meet the required NFPA 13 design requirements. All sprinkler system installations shall be submitted for review to

	the Alliance. Or convert the nonrated dining shed located on 4th floor of main building into rated construction or remove the shed if it is not required.	
Suggested Deadline Date:	05 Feb 2015	
Standard:	Reference Alliance Standards Part 3 Section 3.5.3 Existing Buildings, Part 5 Section 5.3 Automatic Sprinkler Systems and Section 6.13 Travel Distance	
Question:	Design criteria of sprinkler system?	
Priority Level:		
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, design criteria of sprinkler system is not applicable.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Provide the criteria used in the design of the sprinkler system.	
Question:	Commodity Class used for the design of the sprinkler system?	
Priority Level:		
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, commodity class used for the design of sprinkler system is not applicable.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference NFPA 13 Chapter 5	
Question:	Occupancy Classification used for the design of the sprinkler system?	
Priority Level:		
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, occupancy classification used for the design of sprinkler system is not applicable.	

Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference NFPA 13 Chapter 5	
Question:	Are inspection, maintenance, and testing procedures of the sprinkler system documented and up to date?	
Priority Level:	Low	
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, inspection, maintenance, and testing procedures of the sprinkler system is not applicable.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference NFPA 25 Chapter 5 Sprinkler Systems Table 5.1.1.2	
Question:	Are identification signs for the sprinkler system installed at the required locations?	
Priority Level:	Low	
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, identification signs for the sprinkler system is not applicable.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference NFPA 13	
Question:	Sprinkler system piping is free of mechanical damage, leakage, and corrosion.	
Priority Level:	Medium	
Non-Compliance Level:		

Description:	The existing automatic sprinkler system located on ground floor storage of main building is free of damage, leakage and corrosion.	
Source of Findings:	Visual Assessment: Any damage or leak or corrosion on pipes of sprinkler system was not noticed.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	NFPA 25 Chapter 5 Section 5.2.2 Pipe and Fittings	
Question:	Sprinkler system piping is not subjected to external loads by materials either resting on the pipe or hung from the pipe?	
Priority Level:	Low	
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, therefore this issue is not applicable in this case.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference NFPA 25 Chapter 5 Section 5.2.2.2	
Question:	Are hangers, bracing, and restraints properly installed and supporting the system piping?	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, therefore this issue is not applicable in this case.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference NFPA 13 Chapter 9 Hanging, Bracing, and Restraint of System Piping.	
Question:	Sprinklers do not show signs of leakage, are free of corrosion, have not been	

	painted, and are not physically damaged.
Priority Level:	Medium
Non-Compliance Level:	
Description:	As an automatic sprinkler system is not required for the building, therefore this issue is not applicable in this case.
Source of Findings:	Visual Assessment: Sprinkler system is not required.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Reference NFPA 25 Chapter 5
Question:	All valves controlling the automatic sprinkler systems are electrically supervised by a listed fire alarm system control unit.
Priority Level:	Medium
Non-Compliance Level:	
Description:	As an automatic sprinkler system is not required for the building, therefore this issue is not applicable in this case.
Source of Findings:	Visual Assessment: Sprinkler system is not required.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Reference Alliance Standard Part 5 Section 5.3.5 Supervision and Alarms.
Question:	Does the automatic sprinkler system have an approved audible device activated by waterflow equal to the flow of one sprinkler?
Priority Level:	Low
Non-Compliance Level:	
Description:	As an automatic sprinkler system is not required for the building, therefore this issue is not applicable in this case.
Source of Findings:	Visual Assessment: Sprinkler system is not required.
Suggested Plan of Action:	
Suggested Deadline Date:	

Standard:	Reference Alliance Standards Part 5 Section 5.3.5.2 Alarms.	
Question:	Are sprinklers spaced and installed at the required heights in order to provided required coverage and protection?	
Priority Level:	High	
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, therefore this issue is not applicable in this case.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference NFPA 13	
Question:	Are storage racks and shelves compliant based on class of commodity storage?	
Priority Level:	High	
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, therefore this issue is not applicable in this case.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference NFPA 13 Chapter 13, 14, 15, 16, or 17	
Question:	Aisles in storage areas are free of storage based on design criteria used for the sprinkler system.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, therefore this issue is not applicable in this case.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of		

Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 5 Section 5.3.6.3	
Question:	All storage is maintained with a 460 mm (18 in.) minimum clearance from the top of storage to the sprinkler deflector.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	As an automatic sprinkler system is not required for the building, therefore this issue is not applicable in this case.	
Source of Findings:	Visual Assessment: Sprinkler system is not required.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference Alliance Standards Part 5 Section 5.3.6.1 Storage Clearance	
Question:	Does the building have a Standpipe System?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	There is a standpipe system in the main building but there is no hydraulic design for the system. However, the available water pressure is good. There is no class I standpipe hose connection (65 mm) in the required stairwells including the occupied roof.	
Source of Findings:	Visual Assessment: A standpipe system is installed in the main building.	
Suggested Plan of Action:	Assess and document the hydraulic design of the standpipe system in compliance with NFPA 14 requirements. All standpipe system installations and hydraulic calculations shall be submitted to the Alliance for review prior to commencement of installation.	
Suggested Deadline Date:	31 Aug 2014	
Standard:	Does the building have a standpipe system installed where required. Alliance Standard Part 5 Section 5.4.2	
Question:	Are inspection, maintenance, and testing procedures of the standpipe and hose system documented and up to date? Including inspection and testing of hoses if provided.	
Priority Level:	Low	

Non-Compliance Level:	2
Description:	There is no plan or record of testing and maintenance of the stand pipe system as per requirement of NFPA.
Source of Findings:	Document Review: No test and maintenance plan was available.
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the standpipe and hose system. The program must comply with the requirements of NFPA 25.
Suggested Deadline Date:	23 Nov 2014
Standard:	Reference NFPA 25 Chapter 6 Standpipe and Hose Systems Table 6.1.1.2
Question:	Is signage for the standpipe system installed at required locations and on required components?
Priority Level:	Low
Non-Compliance Level:	1
Description:	No signage for the standpipe system is installed at the required locations and on the required components.
Source of Findings:	Visual Assessment: No signage was found.
Suggested Plan of Action:	Install the required identification signs at the noted locations. Signage must comply with NFPA 14.
Suggested Deadline Date:	20 Jul 2014
Standard:	Reference NFPA 14 Chapter 6
Question:	Standpipe system piping is free of mechanical damage, leakage, and corrosion?
Priority Level:	Medium
Non-Compliance Level:	
Description:	No mechanical damage, leakage, or corrosion was found in existing standpipe system, but the complete standpipe system is not installed.
Source of Findings:	Visual Assessment: No mechanical damage, leakage, or corrosion was found.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	NFPA 25 Chapter 6 Standpipe and Hose Systems

Question:	Are fire department connections provided and clearly identified for the Fire Protection Systems?	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	A fire department Siamese (inlet) connection is available on the ground floor and clearly identified and accessible for the fire department vehicles, but the fire department outlet connections do not allow the fire department pumper vehicles to draw water from the ground-level or underground water storage tanks.	
Source of Findings:	Visual Assessment: A fire department Siamese (inlet) connection is available on the ground floor.	
Suggested Plan of Action:	Install fire department connection as required by the Alliance Standards. Fire department outlet connections shall be provided to allow the fire department pumper vehicles to draw water from the ground-level or underground water storage tanks. Connections shall match the Fire Service and Civil Defense hose thread standard.	
Suggested Deadline Date:	17 Nov 2014	
Standard:	Alliance Standard Part 5 Section 5.5.4 Fire Department Connections	
Question:	Does the building have a fire pump?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	A fire pump is available; however, it does not comply with the requirements of the Alliance Standards and NFPA. Hydraulic calculation for the installed standpipe system is not available and the standpipe system is incomplete.	
Source of Findings:	Visual Assessment: A fire pump is available in the factory premises but it is not in accordance with NFPA 20.	
Suggested Plan of Action:	Perform hydraulic calculations and evaluate the existing fire pump dedicated to fire fighting following NFPA 20 requirements. Fire pump installation is to be tested for final acceptance by the Alliance prior to final acceptance of the installation. Acceptance testing of the installation shall be in accordance with NFPA 20 testing requirements. Documentation of all testing shall be submitted to the Alliance for review prior to final acceptance by the Alliance.	
Suggested Deadline Date:	17 Nov 2014	
Standard:	Alliance Standard Part 5 Fire Protection Systems	
Question:	Are inspection, maintenance, and testing procedures of the fire pump documented and up to date?	
Priority Level:	Low	

Non-Compliance Level:	2	
Description:	No plan, procedure, or record is available for the inspection, maintenance, and testing of the fire pump.	
Source of Findings:	Document Review: No document is available.	
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the fire pump. The program must comply with NFPA 25.	
Suggested Deadline Date:	23 Nov 2014	
Standard:	Reference NFPA 25 Chapter 8 Fire Pumps	
Question:	Are portable fire extinguishers installed throughout the building at required locations and mounted at the correct height?	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	Portable fire extinguishers are installed throughout the building at required locations and mounting height is 4'-8" from floor to fire extinguisher's top.	
Source of Findings:	Visual Assessment: Fire extinguisher are placed at different part of the factory.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	BNBC Part 4 Section 4.10 and NFPA 10	
Question:	Portable fire extinguishers have been selected based on potential fire class and hazards?	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Though portable fire extinguishers are installed at different location, it is not selected based on potential fire class and hazards. At generator room it should be CO2 and Foam type, where ABC type extinguishers have been selected.	
Source of Findings:	Visual Assessment: In generator room, ABC type fire extinguishers have been selected.	
Suggested Plan of Action:	Select and install fire extinguishers based on potential fire class and hazards following NFPA 10 Chapter 5.	
Suggested Deadline Date:	31 Aug 2014	
Standard:	NFPA 10 Chapter 5	

Question:	Fire extinguishers are inspected, tested, and maintained as required.	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	Fire extinguishers are inspected, tested, and maintained monthly by factory's concerned people. Fire extinguisher inspection tags were available, but no documentation was found. Besides, no document was found in support of i) annual maintenance of extinguishers by a servicing agent and ii) annual testing of nozzle of CO2 extinguisher. These are required as per NFPA 10.	
Source of Findings:	Visual Assessment: Inspection tags on the fire extinguishers were available.	
Suggested Plan of Action:	Inspect, test and maintain fire extinguishers in accordance with NFPA 10 requirements. Prepare and maintain proper documentation.	
Suggested Deadline Date:	17 Nov 2014	
Standard:	NFPA 10 Chapter 7	
Question:	Are there any other fire suppression systems installed within the building?	
Priority Level:		
Non-Compliance Level:		
Description:	No other fire suppression system is available within the buildings.	
Source of Findings:	Visual Assessment: No other fire suppression system is available within the buildings.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:		
Question:	Is the fire alarm and detection system monitored by a central station monitoring service or directly connected to the Fire Service and Civil Defense?	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	An automatic fire alarm and detection system is available in the factory. Currently there is no monitoring company in Bangladesh. Fire service and civil defense is not capable of monitoring the fire alarm and detection systems of the factories.	
Source of Findings:	Visual Assessment: No central monitoring station is available.	

Suggested Plan of Action:	Arrange for the direct connection of the fire alarm system to a central monitoring station or the Fire Service and Civil Defens. Until monitoring can be set up, arrange a monitoring system using the factory's own central detection system and personnel. A person shall be assigned to contact the fire department in the event of fire alarm activation. An annunciator shall be located in a constantly attended location (such as a fire control room) to alert this person.	
Suggested Deadline Date:	26 Aug 2014	
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring	
Question:	Trouble or alarm notifications were not indicated on the fire alarm control panel.	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Trouble or alarm notifications were not indicated on the existing fire alarm control panel. The control panel is not physically broken, but it was not functional.	
Source of Findings:	Visual Assessment: Fire alarm control panel was available but not showing any trouble or alarm notifications.	
Suggested Plan of Action:	The trouble or alarm notifications system should be inspected and/or repaired by a qualified fire alarm installation company.	
Suggested Deadline Date:	26 Jul 2014	
Standard:	Alliance Standard Part 13 Section 13.10 Maintenance of Fire Protection Equipment	
Question:	Are notification and initiation devices for the fire alarm system installed at required locations based on occupancy type?	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Notification and initiation devices for the fire alarm system are not installed at the required locations based on the occupancy type.	
Source of Findings:	Visual Assessment: A sufficient number of notification devices were not found.	
Suggested Plan of Action:	Provide an automatic fire alarm and detection system as per the Alliance Standard. Pull stations at egress points, smoke detectors in air handling equipment, visual and audible devices must be spaced appropriately based on occupancy type in accordance with NFPA 72 requirements.	
Suggested Deadline Date:	31 Aug 2014	

Standard:	Pull stations at egress points, smoke detectors in air handling equipment, visual and audible devices spaced appropriately based on occupancy type. Reference NFPA 72	

Means of Egress

Question:	Occupant loads on each level (floor) do not exceed the capacity of the available means of egress.	
Priority Level:	High	
Non-Compliance Level:		
Description:	At 1st floor of Main building, occupant load is 450 and the floor area is 2,788.10sqm, so space per occupant is 6.19sqm, which is greater than required 2.3sqm(25sft) according to Alliance Standard Part 6 Section 6.4.2.1. Other means of egress also meet the requirement of this occupant load.	
Source of Findings:	Visual Assessment: The occupant loads on each floor do not exceed the capacity of the available means of egress.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.4 Occupant Load	
Question:	Occupied roofs are provided with the minimum number of exits required as a story.	
Priority Level:	High	
Non-Compliance Level:		
Description:	Roof is occupied by dining shed and three number of exits are available to access or for exit.	
Source of Findings:	Visual Assessment: Three number of exits on roof were found at the time of assessment.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.6 Number of Means of Egress	

Question:	All occupied roofs are provided with parapets or guards with a minimum height of 1067 mm (42 in.).	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	The occupied roof is provided with a parapet guard, but the height of parapet is insufficient. The guard is 30 inches tall, but the minimum required height is 42 inches.	
Source of Findings:	Visual Assessment: The existing parapet height is insufficient.	
Suggested Plan of Action:	Provided parapets or guards for all occupied roofs. All guards or parapets must be at least 1067 mm (42 in.) as required by Alliance Standards.	
Suggested Deadline Date:	23 Nov 2014	
Standard:	Alliance Standard Part 6 Section 12 Handrails and Guards	
Question:	Occupant loads are posted for every assembly and production floor in a conspicuous space near the main point of egress.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Occupant loads are not posted in a conspicuous space near the main exits or exit access doorways as required.	
Source of Findings:	Visual Assessment: No occupant loads were found at any point near the main point of egress.	
Suggested Plan of Action:	Post the occupant load for every assembly and production floor in a facility in a conspicuous space near the main exit or exit access doorway for the space.	
Suggested Deadline Date:	06 Jul 2014	
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load	
Question:	Aisles are provided with the minimum unobstructed clear width of 0.9 m (36 in) based on occupant loads.	
Priority Level:	High	
Non-Compliance Level:		
Description:	Aisles satisfy the minimum and total width requirement at all locations.	
Source of Findings:	Visual Assessment: No aisles are less than 0.9 m was found at the time of assessment.	
Suggested Plan of Action:		

Suggested Deadline Date:		
Standard:	Higher occupancy loads will require a greater width to accommodate the increased load. Alliance Standard Part 6 Section 6.5 Egress Width	
Question:	The path of egress along the means of egress is not reduced at any point along the path of travel and is sufficient for the occupant load.	
Priority Level:	High	
Non-Compliance Level:		
Description:	The path of egress along the means of egress is not reduced at any point along the path of travel and also sufficient for the occupant load. Aisles, exit door and stair widths comply the requirements of Alliance Standard Part 6 Section 6.5.4 or BNBC Part 4 Table 4.3.2.	
Source of Findings:	Visual Assessment: The path of egress is not reduced along the means of egress.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.5 Egress Width and BNBC Table 4.3.2	
Question:	Means of egress have a minimum ceiling height of 2.3 m (7 ft 6 in.) with projections from the ceiling not less than 2.03 m (6 ft 8 in.).	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	Means of egress have a minimum ceiling height of 2.4 m(7.87 ft) with projections from the ceiling not less than 2.15 m(7 ft).	
Source of Findings:	Visual Assessment: At the time of assessment no projections height less than 2.15 m was found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.3.3 Headroom	
Question:	Exit discharge is directly to the exterior of the building, unless the requirements of 6.17.2 are met, at grade or provides direct access to grade. Exit discharge shall not reenter a building.	
Priority Level:	High	

Non-Compliance Level:		
Description:	Exit discharge is directly to the exterior of the building and does not reenter a building.	
Source of Findings:	Visual Assessment: Exit discharge is directly to the outside of building.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.17 Exit Discharge. See Section 16.7.2 and 16.7.3 for exceptions.	
Question:	Travel distance to reach an exit does not exceed the maximum distance allowed by Occupancy Type.	
Priority Level:	High	
Non-Compliance Level:		
Description:	Maximum travel distance on first floor, where occupant load is maximum was found 40 m. Maximum travel distance to exit is within 45 m. Automatic fire detection system, portable fire extinguisher and standpipe system are not provided in accordance with Alliance Standard. Yet, travel distance does not exceed the allowable limit 45 m set by Alliance Standard Part 6 Section 13 and BNBC Part 4 Section 3.15.1.	
Source of Findings:	Visual Assessment: Approximate travel distance was found 40 m.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 13 Travel Distance and BNBC Part 4 Section 3.15.1	
Question:	Exit access corridors serving an occupant load exceeding 30 are separated by walls having a fire-resistance rating of 1 hr.	
Priority Level:	High	
Non-Compliance Level:		
Description:	No exit access corridor is available in the building.	
Source of Findings:	Visual Assessment: No exit access corridor was found.	
Suggested Plan of Action:		
Suggested Deadline		

Date:		
Standard:	Alliance Standard Part 6 Section 6.3 and Part 4 Section 4.5. Does not apply if an automatic sprinkler system is installed throughout the building.	
Question:	Interior finishes for means of egress meet the rating requirements for Class A, B and C materials.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	The interior finish of the means of egress is of plaster and non-combustible paint.	
Source of Findings:	Visual Assessment: Plaster and non-combustible paint were used as interior finish.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.3.2 Interior Finish	
Question:	Exits are limited to Class A and Class B interior materials.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	Exits are made of brick walls.	
Source of Findings:	Visual Assessment: Brick walls were found at exits.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.3.2 Interior Finish	
Question:	The number of means of egress from any floor or story is not less than 2 except where a single exit is permitted or where a greater number is required.	
Priority Level:	High	
Non-Compliance Level:		
Description:	In the main building the number of means of egress from any floor is at least 3.	
Source of Findings:	Visual Assessment: During site tour, number of means of egress from any floor were counted.	

Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.6 Number of Means of Egress	
Question:	The number of means of egress from any floor or story is not less than 3 when the occupant load exceeds 500 per story and not less than 4 when the occupant load exceeds 1000 per story.	
Priority Level:	High	
Non-Compliance Level:		
Description:	Highest occupant load on 1st floor is 450 and there are 3 emergency exits in each floor of the main building, which is sufficient.	
Source of Findings:	Visual Assessment: During site tour, number of emergency exit doors were counted and occupant load was checked.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.6 Number of Means of Egress	
Question:	All paths of egress are provided with compliant means of illumination.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	Aisles, exit access corridors and staircases are provided with compliant means of illumination.	
Source of Findings:	Visual Assessment: All paths of egress are provided with compliant means of illumination.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.7 Egress Illumination and Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape	

Question:	Means of egress are free from impediments, obstructions, and stored materials.	 
Priority Level:	High	
Non-Compliance Level:		
Description:	Aisles, exit access corridors, staircases are not blocked at any location and free from impediments, obstructions, and stored materials.	
Source of Findings:	Visual Assessment: Means of egress at different location in the building were found free from impediments, obstructions, and stored materials.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.3.8 Impediments to means of egress and Section 6.3.9 Reliability	
Question:	Emergency power for means of egress illumination is verified at least once per year. If battery operated lights are used, these lights are tested on a monthly basis. Functional testing of battery powered lights is provided for a minimum 90 min once per year.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	No record of verifying the emergency power for the means of egress illumination was found. This record is required by the Alliance Standards.	
Source of Findings:	Document Review: No document was available.	
Suggested Plan of Action:	Develop a testing and maintenance program that ensures the emergency power for all egress lighting is verified at least once per year. If battery-operated lights are used, these lights shall be tested on a monthly basis. Functional testing of battery powered lights shall be provided for a minimum 90 min once per year.	
Suggested Deadline Date:	06 Jul 2014	
Standard:	Alliance Standards Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape Lighting	
Question:	Doors are not locked in the direction of egress under any conditions. All hasps, locks, slide bolts, and other locking devices have been removed where required.	
Priority Level:	High	
Non-Compliance Level:		

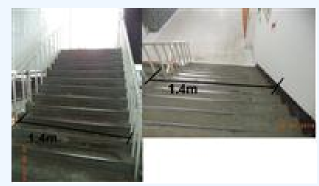
Description:	No doors are found locked in the direction of egress under any conditions.	
Source of Findings:	Visual Assessment: No lock was found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	
Question:	Doors along the path of egress have a minimum width of 0.8 m (32 in) and have required ratings.	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	The width of the doors is more than 0.8 m. The doors appear to be fire rated. However, no credible certificate is available.	
Source of Findings:	Document Review: No credible certificate is available., Visual Assessment: The width of the doors are more than 0.8 m.	
Suggested Plan of Action:	Provide credible certificates for fire doors to prove the fire ratings of installed fire doors.	
Suggested Deadline Date:	31 Aug 2014	
Standard:	Alliance Standard Part 6 Section 6.5.6 Minimum Widths. Increased occupant loads will require a door width greater than 0.8 m.	
Question:	All doors in a means of egress are of the side-hinged swinging type.	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	There is a collapsible sliding shutter type door in the egress path on the ground floor.	
Source of Findings:	Visual Assessment: Collapsible gate with a sliding shutter was found on the ground floor.	
Suggested Plan of Action:	Replace all collapsible, sliding, roll-down gates and shutters in the egress path with side-hinged swinging type doors of proper width and rating.	
Suggested Deadline Date:	31 Aug 2014	
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	

Question:	Illuminated exit signs are placed at entrances to exits and along the path of egress anywhere the continuation of egress is not obvious or there is a change in the direction of the path of travel.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	There is an exit on the first floor where no illuminated exit sign is available.	
Source of Findings:	Visual Assessment: An exit without an illuminated exit sign was found on the first floor.	
Suggested Plan of Action:	Install illuminated exit signs at the exits and along the path of egress anywhere the continuation of egress is not obvious or there is a change in the direction of the path of travel.	
Suggested Deadline Date:	23 Nov 2014	
Standard:	Alliance Standard Part 6 Section 6.11 Exit Signs	
Question:	Changes in elevation of walking surfaces do not exceed 6.35 mm (1/4 in) unless provided with a beveled slope of 1 in 2 that does not exceed 12.7 mm (1/2 in).	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	There is no such elevation difference detected.	
Source of Findings:	Visual Assessment: On visual assessment no changes in elevation of walking surface were found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.3.4 Walking Surfaces	
Question:	Illuminated exit signs are provided with battery backup or emergency power and are continuously illuminated.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	Illuminated exit signs are provided with battery back up and are continuously illuminated.	
Source of Findings:	Visual Assessment: Illuminated exit signs are provided with battery back up.	
Suggested Plan of		

Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.11 Exit Signs and Part 10 Section 10.12 Illumination of Exit Signs and Means of Escape	
Question:	Emergency power for exit signs is tested at least once per year. If battery operated, these lights are tested on a monthly basis. Functional testing of battery powered signs is provided for a minimum 90 min once per year.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	No record of testing emergency power for exit signs was found as required.	
Source of Findings:	Document Review: No record is available.	
Suggested Plan of Action:	Develop a testing and maintenance program that ensures the emergency power for exit signs is tested at least once per year. If battery operated signs are used, these signs are to be tested on a monthly basis. A minimum of 90 minutes of functional testing of battery powered signs is to be conducted once per year.	
Suggested Deadline Date:	06 Aug 2014	
Standard:	Alliance Standard Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape.	
Question:	Exit signs have appropriate illumination levels and contrasting graphics.	
Priority Level:	Low	
Non-Compliance Level:		
Description:	Though exits signs are not sufficient in number but it have appropriate illumination levels and contrasting graphics.	
Source of Findings:	Visual Assessment: Appropriate level of illumination of exit sign was detected.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 10 Section 10.12.1 Exit Signs	

Question:	Walking surfaces along the path of egress are uniformly slip resistant.
Priority Level:	Medium
Non-Compliance Level:	
Description:	Walking surface along the path of egress is made of homogeneous tiles and of net cement finishing, which will not cause slip during quick evacuation under emergency situation.
Source of Findings:	Visual Assessment: The path of egress is made of homogeneous tiles and of net cement finishing.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 6 Section 6.3.6 Slip Resistance

Question:	Stairs are constructed of noncombustible materials.
Priority Level:	Low
Non-Compliance Level:	
Description:	Stairs are constructed of Reinforced Cement Concrete which is non combustible.
Source of Findings:	Visual Assessment: Stairs are constructed of Reinforced Cement Concrete.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs



Question:	Stairs have a minimum width of 0.9 m (35 in.).
Priority Level:	High
Non-Compliance Level:	
Description:	All stairs have 1.4 m width which is more than 0.9 m.
Source of Findings:	Visual Assessment: The width of stairs of the main building is sufficient.
Suggested Plan of Action:	
Suggested Deadline Date:	

Standard:	Alliance Standard Part 6 Section 6.5 Egress Width. Applies to existing construction.	
Question:	Stair treads are of nominal uniformity.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	Tread width and riser height of all stairs are 12 inch and 7 inch respectively and uniform in all levels.	
Source of Findings:	Visual Assessment: The stair treads were found of nominal uniformity.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.9 Stairs. Any tread height exceeding more than 50% of the adjacent tread heights or 75 mm (3 in.), whichever is less, shall be modified to be within this tolerance	
Question:	Landings are provided on both sides of doors used along the path of egress. Doors do not swing out over stairs.	
Priority Level:	High	
Non-Compliance Level:		
Description:	Landings are provided on both sides of doors. Landings are sufficiently wide and doors do not swing out over stairs.	
Source of Findings:	Visual Assessment: Landings are provided on both sides of doors.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	
Question:	Landings are provided with the same width in the direction of egress travel as the stair clear width provided at each level and at intermediate landings. Existing landings that are less than the stair width, shall reduce the overall available capacity of the stair.	
Priority Level:	High	
Non-Compliance Level:		
Description:	Stair clear width and landing clear width along path of egress is same all over the main building and available capacity of stair is not reduced at anywhere.	

Source of Findings:	Visual Assessment: The width of stair and landing was found same in the main building.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and Section 6.5	
Question:	Handrails are provided on both sides of each stairway. Intermediate handrails are provided when the stair width exceeds 2.2 m (87 in.). Handrails are not mounted lower than 760 mm (30 in.) or higher than 1100 mm (44 in.).	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	None of the factory's staircases have handrails on the wall side.	
Source of Findings:	Visual Assessment: None of the factory's staircases have handrails on the wall side.	
Suggested Plan of Action:	Provide handrails on both sides of each stairway.	
Suggested Deadline Date:	23 Nov 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards	
Question:	Every door in a stair enclosure serving more than 5 stories is provided with re-entry unless it meets the requirements of Alliance Standards Part 6 Section 6.8.3.1.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	The main building is 5 storied(with occupied roof).Therefore re-entry is not required for the building.	
Source of Findings:	Visual Assessment: The main building is 5 storied.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	

Question:	Exterior exit stairs are separated from the building with the required rating. The rating of the exterior wall shall extend 3.05 m (10 ft) beyond the ends of the stair structure.	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Exterior exit stairs are separated from the main building but not clear enough and not extended to 3.05 m(10 ft) beyond the ends of the stair structure.	
Source of Findings:	Visual Assessment: Exterior exit stairs are not extended to 3.05 m(10 ft) beyond the ends of the stair structure.	
Suggested Plan of Action:	Provide required fire rated construction 10 ft beyond the ends of the exterior stairs. Enclose any openings (windows, etc.) with required fire rated construction within that 10 ft wall section.	
Suggested Deadline Date:	25 Aug 2014	
Standard:	Alliance Standard Part 6 Section 6.3.1.2. Three stories or less 1-hr rating. Four stories of more 2-hr rating	
Question:	Interior exit stairways and ramps terminate at an exit discharge except where terminating at a rated exit passageway.	
Priority Level:	High	
Non-Compliance Level:		
Description:	Interior exit stairways terminate at exit discharge.	
Source of Findings:	Visual Assessment: Interior exit stairways were found terminating at exit discharge.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.14 Exit Enclosures	
Question:	Stair designation signs are provided at each floor entrance from the stair to the floor in English and Bengali. Signs indicate the name of the stair and the floor level. Signs are posted adjacent to the door.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	Stair designation signs were not found in any stairway, thus the name of the stairs and the floor levels were not indicated.	
Source of Findings:	Visual Assessment: No stair designation signs were observed at the time of	

	assessment.	
Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and the floor level in both Bengali and English.	
Suggested Deadline Date:	06 Jul 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs	
Question:	Stairwells are not utilized as storage spaces.	
Priority Level:	High	
Non-Compliance Level:		
Description:	Stairwells are free from any types of storage.	
Source of Findings:	Visual Assessment: Stairwells were found free.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 13 Section 13.9 Safety Inspections	
Question:	Ramps used in a means of egress do not reduce the overall means of egress width. The minimum width shall be 1.1 m (44 in.).	
Priority Level:	High	
Non-Compliance Level:		
Description:	Ramps used in a means of egress is 1.2 m wide hence it do not reduce the overall means of egress width.	
Source of Findings:	Visual Assessment: The existing ramp was found wide enough as per required width of means of egress.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 10 Ramps	

Question:	Ramps do not have a running slope greater than 1 in 8 (12.5 percent) and have handrails on both sides of the ramp.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	The slope of the ramp is not greater than 1 in 8 but handrails are not provided on both sides.
Source of Findings:	Visual Assessment: The ramp was found without handrails on both sides.
Suggested Plan of Action:	Provide handrails on both sides of the ramp.
Suggested Deadline Date:	23 Nov 2014
Standard:	Alliance Standard Part 6 Section 10 Ramps

Fire Safety Programs

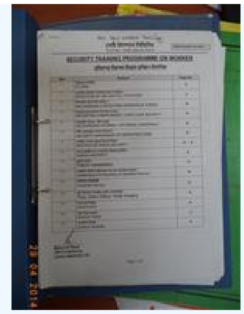
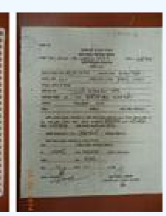
Question:	A Fire Safety Director position has been filled.
Priority Level:	Low
Non-Compliance Level:	2
Description:	Neither viable documentation, nor the physical presence of the Fire Safety Director was noted. However, factory has claimed that they have a designated person filling the role.
Source of Findings:	Document Review: No record of a Fire Safety Director appointment was found at the time of the assessment.
Suggested Plan of Action:	Create a Fire Safety Director position and fill the position with an individual that has had sufficient training to be able to carry the required duties. The duties of the Fire Safety Director shall include the following: (1) Establish internal and external rally points and communicate these to all employees in the building. (2) Fire department pre-planning. (3) Conduct safety inspections as outlined in the Alliance Standards. (4) Ensure that all testing of fire protection equipment is conducted in accordance with the Alliance Standards.
Suggested Deadline Date:	23 Nov 2014
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director

Question:	An emergency evacuation plan has been developed and communicated to all employees.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Workers were aware of the evacuation procedures that are required upon the

	commencing of the alarm, and the factory authority claims that they have done this. There is no record available.	
Source of Findings:	Document Review: No documents regarding an emergency evacuation plan were available.	
Suggested Plan of Action:	Develop an emergency evacuation plan which includes the duties and responsibilities of the various groups, interfacing between the groups and the fire brigade, a headcount and identification of trapped victims, the procedures regarding the rescue of physically disabled people, and all components required by the Alliance Standards. The factory should communicate the plan to all employees. The evacuation plan shall include provisions to assist physically disabled persons. A list of all employees with physical disabilities shall be kept by the Fire Service Director.	
Suggested Deadline Date:	06 Aug 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	Emergency egress maps are posted at the entrance to each exit stair or main point of egress.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	Emergency egress maps are posted at the entrance to exit stairs.	
Source of Findings:	Visual Assessment: Emergency egress maps were found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 13 Section 13.4 Evacuation Plan	
Question:	Fire Department pre-planning has been completed.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	Fire department pre-planning was not found.	
Source of Findings:	Document Review: No record regarding fire department pre-planning was available.	
Suggested Plan of Action:	Complete fire department pre-planning activities with the local Fire Service and Civil Defense.	
Suggested Deadline Date:	06 Jul 2014	

Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	Fire Drills are conducted at required intervals based on building use type.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Fire drills are conducted every month, but not under the direction of a Fire Safety Director. This does not meet the requirements of Alliance Standard Part 13 Section 13.2 and BNBC Part 4 Appendix A Page 10457.	
Source of Findings:	Document Review: The record of a fire drill was not found., Worker Interviews: Through worker interview it was confirmed that the fire drills are conducted every month.	
Suggested Plan of Action:	Fire drills must be conducted under the direction of a Fire Safety Director. All other requirements for fire drills shall be conducted in accordance with BNBC Part 4 Appendix A.	
Suggested Deadline Date:	13 Jul 2014	
Standard:	Alliance Standards Part 13 Section 13.3 Fire Drills	
Question:	Are the required number of people trained and certified in fire fighting, first aid, and rescue training by the appropriate authority.	
Priority Level:	High	
Non-Compliance Level:		
Description:	Required number of people are trained and certified in fire fighting, first aid, and rescue training by Bangladesh Fire Service & Civil Defense.	
Source of Findings:	Document Review: Certificates and documents of training were found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 13 Human Element Programs	
Question:	A written housekeeping policy is established and enforced.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	A written housekeeping policy was not found, which is required as per the Alliance Standards.	
Source of Findings:	Document Review: No record of a written housekeeping policy was found at the time of assessment.	

Suggested Plan of Action:	Establish written corporate and plant policies on housekeeping to ensure scheduled cleaning for all floors, walls, ceilings, and supply and return air ventilation systems. Promptly reschedule skipped cleanings. Provide a documented line of authority for authorizing a cleaning delay and rescheduling. As a general rule the maximum tolerable deposit thickness for loose fluffy lint is 13 mm (½ in.) over a maximum of 46.5 m2 (500 ft2). Limit dense deposits to 6 mm (¼ in.) and oil saturated deposits to 3.2 mm (⅛ in.).	
Suggested Deadline Date:	15 Feb 2015	
Standard:	Alliance Standards Part 13 Section 13.6 Housekeeping	
Question:	A hot-work permit program has been established.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	Welding and thread cutting work was ongoing in the factory at the time of the audit without any hot-work permit program.	
Source of Findings:	Document Review: No hot-work permit program was available.	
Suggested Plan of Action:	Develop a NFPA-51B compliant hot-work permit program. In general, this program should address process of requesting approval from proper authorities, necessary checks prior to approval, standby fire watch and fire fighting equipment, a sounding of an alarm procedure, duration and expiry of permit and reapproval procedures, etc.	
Suggested Deadline Date:	23 Nov 2014	
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B	
Question:	Storage areas underneath the cutting tables are clear of combustibles.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	Spaces underneath of cutting table were clear of combustibles.	
Source of Findings:	Visual Assessment: Underneath of cutting tables were clear of combustibles.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 17 Section 13.7.2 Cutting tables.	

Question:	Training programs are implemented and documented in accordance with the Alliance Safety Training Curriculum.	
Priority Level:	Medium	
Non-Compliance Level:		
Description:	Record regarding to training programs implementation and documentation in accordance with the Alliance Safety Training Curriculum is available.	
Source of Findings:	Document Review: Record of training programs was found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 13	
Question:	Smoking is only allowed at designated areas.	
Priority Level:	Low	
Non-Compliance Level:		
Description:	Smoking is strictly prohibited inside of factory premises,but signs are not posted in Bengali and English at all building entrances. No designated smoking area is created outside the buildings. These steps are required as per Alliance Standard Part 13 Section 13.5.	
Source of Findings:	Visual Assessment: Smoking is strictly prohibited inside factory premises	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 13 Section 13.5 Smoking	
Question:	Are all applicable permits up to date including Fire License & Boiler License.	 
Priority Level:	Low	
Non-Compliance Level:		
Description:	Permits and licenses are up to date including Fire License and Boiler License.	
Source of Findings:	Document Review: All applicable permits are up to date.	
Suggested Plan of Action:		
Suggested Deadline Date:		

Standard:	Alliance Standard Part 13 Human Element Programs	
Question:	Are there additional areas of non-compliance to report?	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	There is a non-rated dining and canteen shed on roof top of main building, which has no approval plan.	
Source of Findings:	Visual Assessment: Non-rated dining and canteen shed on roof top is found.	
Suggested Plan of Action:	Apply to BEPZA for approval of non-rated dining and canteen shed on roof top of main building.	
Suggested Deadline Date:	15 Oct 2014	
Standard:	Not Applicable	