INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name:	**Your Fashion Sweater Ltd.**
Address:	**Gilarchala, Gorgaria Master bari Sreepur, Gazipur Sreepur, Gazipur Dhaka Bangladesh**
Assessor:	**Bureau Veritas**
Date:	**01 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:	Your Fashion Sweater Ltd.
Address:	Gilarchala, Gorgaria Master bari Sreepur, Gazipur Sreepur, Gazipur Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Sreepur, Gazipur
Zip Code:	1740
Audit Duration:	1 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	08-05-2014
Final Report Date:	07-10-2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	There are 4 buildings in the factory premises out of which one is main production building and three are ancillary buildings. The buildings are named as: 1) Five story RCC main production building with one basement, 2) Single story prefab utility shed, 3) Single story pump shed, 4) Single story security shed.
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	1) Five story RCC main production building with one basement: Building height (Highest occupied floor level): 13.41 m or 44 ft [Height up to roof: 16.45 m or 54 ft], Stories above grade: 5, Stories below grade: 1, Occupied levels: 6, 2) Single story prefab utility shed: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 4.92 m or 16.15 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1, 3) Single story pump shed: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 3.05 m or 10 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1, 4) Single story security shed: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 3.05 m or 10 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1.
Approximate Building Area (SF):	Total area of all buildings in the factory premises: 82557.6 sft. Building wise breakdown as follows: 1) Five story RCC main production building with one basement: 79999.28 sft (Basement: 12979.03 sft, Ground floor: 13513.16 sft, 1st floor: 13513.16 sft, 2nd floor: 13331.31 sft, 3rd floor: 13331.31 sft, 4th floor: 13331.31 sft), 2) Single story prefab utility shed: 2088.54 sft, 3) Single story pump shed: 349.78 sft, 4) Single story security shed: 120 sft.
Date of Building Construction:	Factory personnel informed the date of construction as follows: 1) Five story RCC main production building with one basement: Started in 2008 and finished in 2010, 2) Single story prefab utility shed: Finished in 2010,

	3) Single story pump shed: Finished in 2010, 4) Single story security shed: Finished in 2010.
Date of Last Building Renovation/Addition:	No record for date of renovation or addition was found from factory personnel.
Ancillary Structures in Complex:	1) Single story prefab utility shed, 2) Single story pump shed, 3) Single story security shed.
Approximate Ancillary Structures Area (SF):	1) Single story prefab utility shed: 2088.54 Sft, 2) Single story pump shed: 349.78 sft, 3) Single story security shed: 120 sft.
Number of Occupants:	Total number of occupants: 1280. 1) Five story RCC main production building with one basement: 1273 (Basement: 3, Ground floor: 351, 1st floor: 390, 2nd floor: 265, 3rd floor: 264, 4th floor: 0), 2) Single story prefab utility shed: 3, 3) Single story pump shed: 1, 4) Single story security shed: 3.
Number of Ancillary Levels (Stories):	1) Single story prefab utility shed: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 4.92 m or 16.15 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1. 2) Single story pump shed: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 3.05 m or 10 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1, 3) Single story security shed: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 3.05 m or 10 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1.
Occupancy Type:	1) Five story RCC main production building with one basement: (Basement: H2 (Finished goods store), [Ground floor: G2 (Washing, finishing), B2 (Childcare), D1 (Medical), 1st floor: G2 (Sewing, linking), F1 (Distribution office), 2nd floor: G2 (Sewing, knitting, winding), H1 (Accessories store), F1 (Office), 3rd floor: G2 (knitting, sample section), F1 (Office),E4(Dining), 4th floor: F1 (Conference room, show room)], 2) Single story prefab utility shed: K (Generator, boiler, transformer), 3) Single story pump shed: K (Pump room) 4) Single story security shed: F1 (Security office).
Construction Type:	1) Five story RCC main production building with one basement: Type 1, 2) Single story prefab utility shed: Non-rated, 3) Single story pump shed: Non-rated, 4) Single story security shed: Non-rated.
Height of Highest Occupied Floor Level Above Grade:	1) Five story RCC main production building with one basement: 13.41 m or 44 ft, 2) Single story prefab utility shed: 30 cm or 1 ft above grade, 3) Single story pump shed: 30 cm or 1 ft above grade, 4) Single story security shed: 30 cm or 1 ft above grade.

ASSESSMENT FINDINGS

Fire Protection Construction

Question:	Are openings and penetrations through rated walls and/or assemblies protected?
Priority Level:	High
Non-Compliance Level:	3
Description:	All the openings, penetrations, ducts through rated walls in the assessed buildings were found non-rated. Some major locations are stated below: Childcare located on ground floor of main building having unprotected opening as occupant passing in front the room. On basement floor store room has unprotected opening of main building. In main building stair enclosure from ground floor to basement in not fire protected. Pump room located in front Generator shed and unprotected opening found in Generator shed.
Source of Findings:	Visual Assessment: During assessment unprotected opening were found through rated walls.
Suggested Plan of Action:	Provide opening protective at all windows and other openings on all the fire rated wall across the entire premises as per Alliance standard part 4, section 4.6.
Suggested Deadline Date:	10 Oct 2014
Standard:	Includes doors, windows, ducts, piping, etc. Reference Alliance Standards Part 4 Section 4.6 Opening Protectives and Section 4.7 Penetrations




Question:	Are exit enclosures provided with fire-resistive rated construction barriers?
Priority Level:	High
Non-Compliance Level:	3
Description:	There are three stairs in the five story main production building. None of the stairs are fire proof. No fire door is installed at exits of any floor of the building.
Source of Findings:	Visual Assessment: On visual inspection, stair enclosures were found without fire rated.
Suggested Plan of Action:	Required shaft enclosures shall be have a minimum fire resistance rating of 2 hr when connecting four stories or more and a minimum fire-resistance rating of 1 hr when connecting three stories or less. Fit outward opening, side swinging, self-closing, non-lockable fire doors of required rating in all stairwell enclosures according to alliance standard part 4, section 4.6. Consult a qualified fire protection engineer to design the required rated construction

	barriers.	
Suggested Deadline Date:	10 Oct 2014	
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:	2	
Description:	No proper fire separations between mixed occupancy are as follows: On 3rd floor of main building no fire separation between dining and knitting section. No proper fire separation between medical and production area on ground floor of main building. Similar unprotected fire separation found at different locations on different floors of the main building.	
Source of Findings:	Visual Assessment: Non-rated separations were found between various occupancy.	
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types following Table 4.4.1 of Alliance Standard or Table 4.1.1 from BNBC Part 4. Consult a qualified fire protection engineer to design the required rated construction barrier.	
Suggested Deadline Date:	02 Jan 2015	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	
Question:	Certificates of Occupancy for each building have been issued and are on file.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	No occupancy certificate available for any building in the factory premises.	
Source of Findings:	Document Review: No occupancy certificate was available for any building in the factory premises.	
Suggested Plan of Action:	Apply to Sreepur Pourosova, Gazipur for issuance of occupancy certificate and pursue the matter to expedite.	
Suggested Deadline Date:	29 Aug 2014	
Standard:	Are certificates of occupancy provided for each building or ancillary structure?	
Fire Protection Systems		

Question:	Does the building have a Standpipe System?
Priority Level:	High
Non-Compliance Level:	3
Description:	Height of the highest occupied floor level of the main building is 13.41 m (44 ft) which is more than 10 m (33 ft). Therefore, Class I standpipe system is required for the building per Alliance Standard Part 5 Section 5.4.2. Class I standpipe (65 mm) hose connection needs to be installed at required stairwells. Standpipe installation work is under construction. However, no hydraulic calculation was available for the under construction standpipe system.
Source of Findings:	Visual Assessment: Class I standpipe hose connection(65mm) is under construction.
Suggested Plan of Action:	Install standpipe system at required locations. Standpipe system must comply with NFPA 14.
Suggested Deadline Date:	10 Oct 2014
Standard:	Does the building have a standpipe system installed where required. Alliance Standard Part 5 Section 5.4.2

Question:	Does the building have a fire pump?
Priority Level:	High
Non-Compliance Level:	3
Description:	There is no dedicated fire pump in the factory premises to supply water in case of fire incidence as per NFPA 20. Fire pump installation is under construction. No hydraulic calculation for installed standpipe available.
Source of Findings:	Visual Assessment: Dedicated fire pump was not available in the factory.
Suggested Plan of Action:	Install dedicated fire pump following the requirements of NFPA 20 as mentioned in Alliance Standard Section 5.5.1. Fire pump installation is to be tested for final acceptance in presence of Alliance and a final inspection of the installation shall be conducted by the Alliance prior to final acceptance of the installation by the Alliance as per clause 5.5.5. Acceptance testing of the installation shall be in accordance with NFPA 20, 22, and 24 testing requirements. Documentation of all testing shall be submitted to the Alliance for review prior to final acceptance by the Alliance
Suggested Deadline Date:	10 Sep 2014
Standard:	Alliance Standard Part 5 Fire Protection Systems

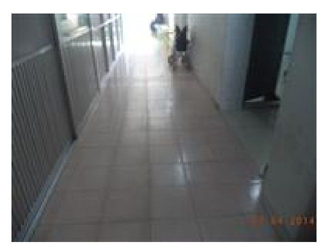
Question:	Are notification and initiation devices for the fire alarm system installed at required locations based on occupancy type?
Priority Level:	High
Non-Compliance Level:	3
Description:	Alarm call points, smoke detectors and pull station are found and posted at required locations. Smoke detectors are not centralized. Visual devices also found in utility building.
Source of Findings:	Visual Assessment: As per visual inspection, notification and initiation device are installed at required locations. Smoke detector is not centralized.
Suggested Plan of Action:	Provide an automatic fire alarm and detection system per the Alliance Standard. Pull stations at egress points, smoke detectors thoughout the facility, and visual and audible notification devices must be spaced appropriately and directly connected to the fire alarm system for automatic activation based on occupancy type in accordance with NFPA 72.
Suggested Deadline Date:	10 Oct 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

Question:	Standpipe system piping is free of mechanical damage, leakage, and corrosion?
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Required standpipe system is not installed throughout the buildings. Existing standpipe system is found free of mechanical damage, leakage, and corrosion.
Source of Findings:	Visual Assessment: Damage, leakage or corrosion was not found in the installed standpipe system.
Suggested Plan of Action:	Install a standpipe system at required locations designed by a qualified fire protection engineer. The system is to be compliant with the requirements of NFPA 14. Repair or replace damaged piping at the noted locations, if required. Repairs and replacements must comply with NFPA 14 and NFPA 25
Suggested Deadline Date:	02 Jan 2015
Standard:	NFPA 25 Chapter 6 Standpipe and Hose Systems

Question:	Fire extinguishers are inspected, tested, and maintained as required.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Extinguishers are inspected monthly by factory's concerned people. But 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:	Document Review: No proper document regarding inspection, maintenance and testing procedure of fire extinguisher was found in the documents shown by the factory personnel.
Suggested Plan of Action:	Fire extinguishers are to be inspected, tested, and maintained in accordance with NFPA 10 Chapter 7 as demanded in Alliance Standard Part 13 Section 13.10.3.
Suggested Deadline Date:	02 Jan 2015
Standard:	NFPA 10 Chapter 7

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:	Automatic fire alarm and detection system control panel is available in the factory. Currently there is no monitoring company in Bangladesh. Fire service and civil defense is not also capable of monitoring fire alarm and detection systems of the factories.
Source of Findings:	Visual Assessment: Centralized alarm and detection system was found.
Suggested Plan of Action:	Assign a person to contact the fire department in the event of fire alarm activation until central station or direction fire service connection is set up. Locate an annunciator to alert this person in a constantly attended location.
Suggested Deadline Date:	15 Aug 2014
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring

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:	1
Description:	Class III standpipe system is required throughout the main building as per

	Alliance Standard 5.4.2, 5.3.2.1 and NFPA 14. Inspection, maintenance, and testing procedures of the existing standpipe and hose is not found.	
Source of Findings:	Document Review: No document regarding inspection, maintenance and testing procedure of standpipe and hose system was found among the documents shown by the factory personnel.	
Suggested Plan of Action:	Install class III standpipe system at required locations designed by a qualified fire protection engineer. The system is to be compliant with the requirements of NFPA 14. Then establish an inspection, maintenance, and testing program for the standpipe and hose system. Program must comply with the requirements of NFPA 25 Chapter 6 Table 6.1.1.2.	
Suggested Deadline Date:	02 Jan 2015	
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:	Class III standpipe system is not installed in the building. Signage for the available standpipe system is not installed.	
Source of Findings:	Visual Assessment: No signage for existing standpipe system was found.	
Suggested Plan of Action:	Install a standpipe system at required locations designed by a qualified fire protection engineer. The system is to be compliant with the requirements of NFPA 14. Install required identification signs at the noted locations. Signage must comply with NFPA 14 Chapter 6.	
Suggested Deadline Date:	29 Aug 2014	
Standard:	Reference NFPA 14 Chapter 6	
Means of Egress		
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:	3	
Description:	There is a corridor on ground floor is not properly fire separated as occupant load passing through the corridor exceeding more than thirty.	
Source of Findings:	Visual Assessment: On visual inspection, corridor was found not separated by fire rated barriers.	
Suggested Plan of	Provide fire-resistive rated assemblies at the required exit access corridors.	

Action:	The rated assembly should be approved and designed by a qualified fire protection engineer.Exit access corridors serving an occupant load exceeding 30 are to be separated by walls having a fire resistance rating of 1 hr in accordance with 4.5 unless provided with automatic sprinkler protection throughout the story or building. Window and Glass Block Assemblies are to be tested fire rating following NFPA 257.	
Suggested Deadline Date:	10 Oct 2014	
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:	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:	3	
Description:	There are collapsible doors with locking arrangement at egress locations of the building. This violates Alliance Standard Part 6 Section 6.8.2. All hasps, locks, slide bolts, and other locking devices have not been removed.	
Source of Findings:	Visual Assessment: Collapsible gates with locking arrangement.	
Suggested Plan of Action:	Provide 1.5 hr fire protective opening assemblies in 2 hr rated exit enclosure. Remove all hasps, locks, slide bolts, or other locking devices at the noted locations. According to section 6.8.2.2 doors may be locked where the latch and lock are disengaged with one motion where the occupant load does not exceed 49 persons. Turning a door handle and disengaging a lock is considered two motions.	
Suggested Deadline Date:	01 Aug 2014	
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:	3	
Description:	Door widths are more than 0.8m but no fire rated doors are found in the factory with required rating.	
Source of Findings:	Visual Assessment: No fire rated doors were found in the factory.	
Suggested Plan of Action:	Provide 1.5 hr fire protective opening assemblies in 2 hr rated exit enclosure as per Alliance standard part4 section 4.6.	
Suggested Deadline Date:	10 Oct 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:	3	
Description:	All the doors in the means of egress are collapsible type. This violates Alliance Standard Part 6 Section 6.8.1.	
Source of Findings:	Visual Assessment: During site tour, no side-hinged swinging type exit door was found.	
Suggested Plan of Action:	Replace all non-compliant doors and frames in the means of egress with doors that are listed, approved, automatic-closing, side-swinging, fire rated doors in compatible fire rated frames with latching panic hardware.	
Suggested Deadline Date:	10 Oct 2014	
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:	3	
Description:	Landings are not provided with the same width in the direction of egress travel as the stair clear width provided at each level and at intermediate landings.	
Source of Findings:	Visual Assessment: Landing width was measured during visual assessment.	
Suggested Plan of Action:	Increase the landing width to make it equal to the width of the stair following the requirements of Alliance Standard Part 6 Section 6.9 and Section 6.5.	
Suggested Deadline Date:	10 Oct 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and Section 6.5	
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 any assembly and production floor as demanded in Alliance Standard Part 6 Section 6.4.4.	

Source of Findings:	Visual Assessment: Occupant loads were not posted in every assembly and production floor.	
Suggested Plan of Action:	Post the occupant load for every assembly and production floor in a conspicuous space near the main exit or exit access doorway for the space as per Alliance standard part 6 section 6.4.4	
Suggested Deadline Date:	15 Aug 2014	
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load	
Question:	All paths of egress are provided with compliant means of illumination.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	All paths of egress are not provided with compliant means of illumination in the main building.	
Source of Findings:	Visual Assessment: Path of egress was not sufficiently illuminated.	
Suggested Plan of Action:	Install appropriate means of illumination at the noted locations.The means of egress paths shall be illuminated at all times the building is occupied. Illumination shall be a minimum of 10 lux for all corridors, exit doors, and stairways. Aisles shall be provided with a minimum 2.5 lux.	
Suggested Deadline Date:	02 Jan 2015	
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:	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:	Record of verifying emergency power for means of egress illumination was found but no record was found for battery operated lights, which is required as per Alliance Standards Part 10 Section 10.12.2.3.	
Source of Findings:	Document Review: No relevant document found.	
Suggested Plan of Action:	Develop a testing and maintenance program that ensures the operation of all exist lights 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:	15 Aug 2014	

Standard:	Alliance Standards Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape Lighting	
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 available plan or record is found of conducting periodic tests for the emergency battery backup of illumination of the exit signs as demanded in section 10.12.1.4 of Alliance Standard.	
Source of Findings:	Document Review: No document regarding testing of emergency power for exit signs was found among the documents shown by the factory personnel.	
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 lights are tested on a monthly basis. Functional testing of battery powered signs is provided for a minimum 90 min once per year.	
Suggested Deadline Date:	15 Aug 2014	
Standard:	Alliance Standard Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape.	
Question:	Compliant guards are provided on the open sides of egress components where the elevation exceeds 760 mm (30 in) above the ground or floor below.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Compliant guards are not provided on ground floor egress point as the elevation exceeds 760 mm (30 in) above the ground.	
Source of Findings:	Visual Assessment: Compliant guards were not found.	
Suggested Plan of Action:	Provide guard rail of minimum 1067 mm (42 in.) height on both sides as per Alliance Standard Part 6 Section 6.3.7.	
Suggested Deadline Date:	02 Jan 2015	
Standard:	Alliance Standard Part 6 Section 6.3.7 Guards	

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:	All stairs have handrail on one side, it is not allowed as per clause 6.9.2.4. and 6.12.1.2.One stair located at S-W side exceeds width 2.2 m and does not install intermediates hand rail.	
Source of Findings:	Visual Assessment: Handrails were found on one side of the stairs.	
Suggested Plan of Action:	Install handrails on both sides of the stair in accordance with Alliance Standard,Part-6,Section-6.9.2.4, 6.12.1.1 and 6.12.1.2	
Suggested Deadline Date:	02 Jan 2015	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards	
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:	Floor level mentioned but stair designation sign is not mentioned.	
Source of Findings:	Visual Assessment: No stair designation signs were available.	
Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and thefloor level at the noted locations in accordance with Alliance Standard, Part-6, Section-6.9.3.1.	
Suggested Deadline Date:	15 Aug 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs	
Fire Safety Programs		
Question:	An emergency evacuation plan has been developed and communicated to all employees.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Through the interview it is noted that the workers are aware of the evacuation procedure upon commencing of the alarm. However, no procedure defining evacuation process was available.	

Source of Findings:	Visual Assessment: A developed evacuation plan was unavailable.	
Suggested Plan of Action:	Develop an emergency evacuation plan which includes all components required by the Alliance Standards and communicate the plan to all employees in accordance with Alliance Standard, Part-13, Section-13.3	
Suggested Deadline Date:	15 Aug 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	Chemicals and other flammable materials are stored within approved enclosures.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Two containers of diesel was found whose total capacity was 1500 liter without approved enclosure.	
Source of Findings:	Visual Assessment: Diesel was stored within plastic Gazi tank beside Generator shed.	
Suggested Plan of Action:	Store chemicals and all flammable materials in approved enclosure in a safe manner.	
Suggested Deadline Date:	01 Aug 2014	
Standard:		
Question:	Training programs are implemented and documented in accordance with the Alliance Safety Training Curriculum.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	No record of training program was available in accordance with the Alliance Safety Training Curriculum on fire safety.	
Source of Findings:	Document Review: Related document was not found.	
Suggested Plan of Action:	Implement training program with proper documentation in accordance with the Alliance Safety Training Curriculum on fire safety as per Alliance standard part13.	
Suggested Deadline Date:	15 Aug 2014	
Standard:	Alliance Standards Part 13	
Question:	Fire Department pre-planning has been completed.	
Priority Level:	Low	

Non-Compliance Level:	1	
Description:	Fire department pre-planning was not found.	
Source of Findings:	Document Review: No fire department pre-planning documentation was found	
Suggested Plan of Action:	Complete fire department pre-planning activities with the local Fire Service and Civil Defense in accordance with Alliance Standard, Part-13, Section-13.1.1(2).	
Suggested Deadline Date:	15 Aug 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	A written housekeeping policy is established and enforced.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	A written housekeeping policy is not established and not enforced.	
Source of Findings:	Document Review: No relevant documents were found.	
Suggested Plan of Action:	According to Alliance Standard,Part-13,Section-13.6, establish written corporate and plant policies on housekeeping to ensure scheduled cleaning for floor, wall, ceiling, 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:	27 Mar 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:	1	
Description:	Hot work permit program is not established yet.It is required as per Alliance Standards Part 13 Section 13.4. Hot-work is going on in the factory right now.	
Source of Findings:	Visual Assessment: No relevant documents were found.	
Suggested Plan of Action:	Develop a hot work permit program. The program must comply with the requirements of NFPA 51B. In general, this program should address process of request and approval authorities, necessary checks prior approval, standby fire watch and fire fighting equipment, sounding of alarm procedure, duration and expiry of permit and re approval procedure etc.	

Suggested Deadline Date:	02 Jan 2015	
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B	
Question:	Are all applicable permits up to date including Fire License & Boiler License.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	All the license are up to date including Fire License & Boiler License except electrician license.	
Source of Findings:	Document Review: Electrician license was not found.	
Suggested Plan of Action:	Apply to Biddut license prodan board for issuance of electrician license.	
Suggested Deadline Date:	01 Sep 2014	
Standard:	Alliance Standard Part 13 Human Element Programs	