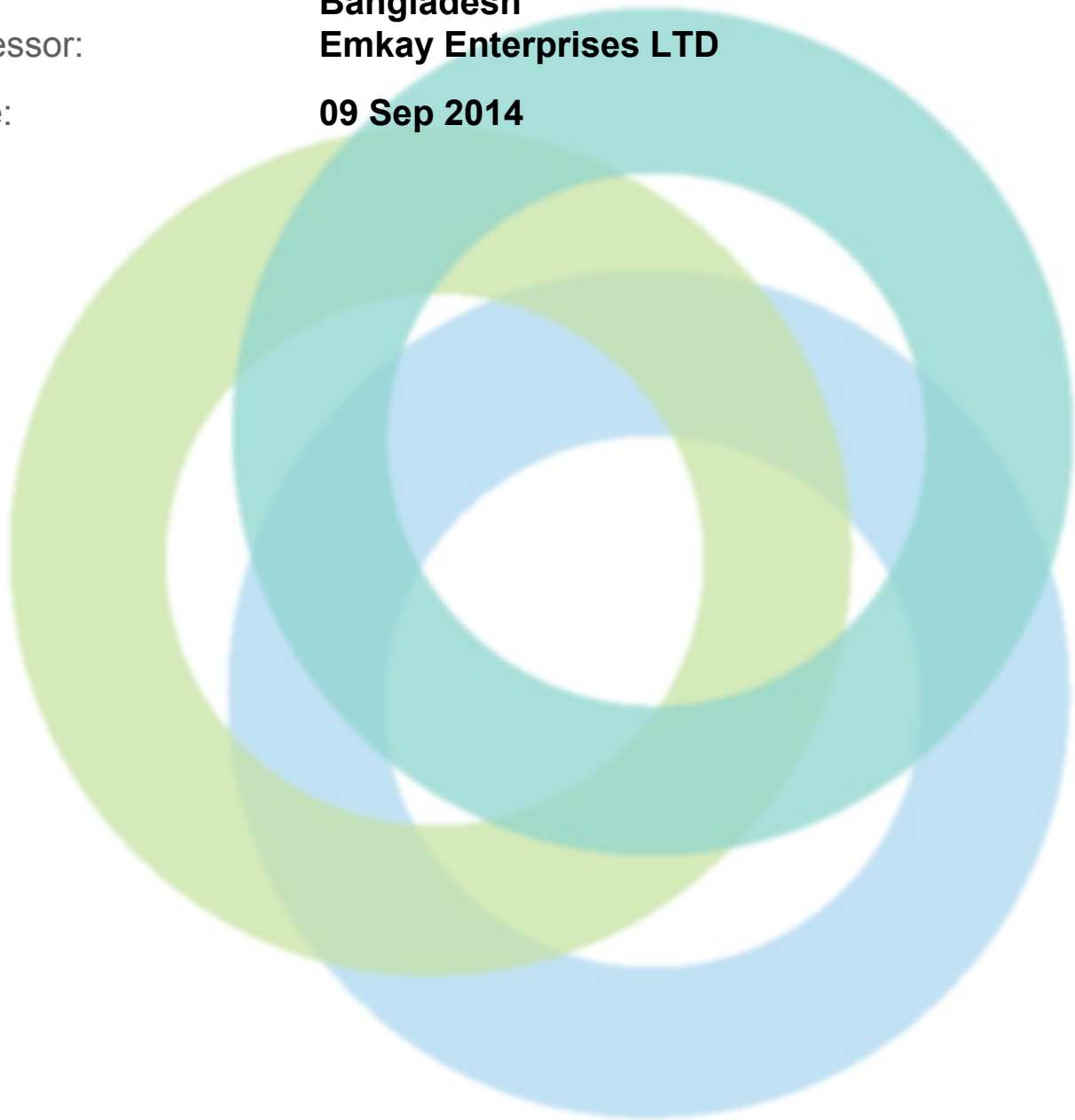


INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name: **Kenpark Bangladesh Apparel (Pvt) limited (K-4)**
Address: **SFB # 03, Sector #2, Karnaphuli Export Processing
Zone KEPZ, Chittagong Chittagong Chittagong
Bangladesh**
Assessor: **Emkay Enterprises LTD**
Date: **09 Sep 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:	Kenpark Bangladesh Apparel (Pvt) limited (K-4)
Address:	SFB # 03, Sector #2, Karnaphuli Export Processing Zone KEPZ, Chittagong Chittagong Chittagong Bangladesh
Country:	Bangladesh
Province:	Chittagong
City:	Chittagong
Zip Code:	
Audit Duration:	2 Days 0 Hours
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	01 December 2014
Final Report Date:	will be issued by Alliance QAF representative
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	Main building: 05 storied building (04 Storied RCC Building with steel truss roof deck at 4th floor). Ancillary building-1: 2 Story RCC building. Ancillary building-2: single storied shed.
Is the building(s) owned or rented by the Factory:	Rented
Number of Building Levels (Stories):	Main building: 05 storied building (04 Storied RCC Building with steel truss roof deck at 4th floor). Ancillary building-1: 2 Story RCC building. Ancillary building-2: single storied shed.
Approximate Building Area (SF):	1,22,593 SFT
Date of Building Construction:	2008 to 2011
Date of Last Building Renovation/Addition:	None
Ancillary Structures in Complex:	There are two ancillary building in complex.
Approximate Ancillary Structures Area (SF):	Area of ancillary structure is 5975 sft

Factory Name: **Kenpark Bangladesh Apparel (Pvt) limited (K-4)**
 Address: **SFB # 03, Sector #2, Karnaphuli Export Processing Zone KEPZ, Chittagong Chittagong Chittagong Bangladesh**

Assessor: **Emkay Enterprises LTD**
 Date: **09 Sep 2014**



ALLIANCE
 FOR BANGLADESH WORKER SAFETY

Number of Occupants:	Total occupancy is 1,073. main building:(GF: 50, 1st: 77,2nd: 470, 3rd: 460, 4th: 9, Ancillary-1: 7 and ancillary-2: 4 Nos
Number of Ancillary Levels (Stories):	3
Occupancy Type:	Main Building: H2 (Storage area at ground and 1st floor), G2 (Sewing, Finishing and Cutting section at 1st to 3rd floor), and E (Dining, Medical and Prayer room at 4th floor), F1 (Office 1st to 4th floor) Ancillary Building: K (generator, boiler and chiller at utility buildings)
Construction Type:	Main building: Type-1 (R.C.C frame) structure from Ground floor to 3rd floor;: Non-rated (Prefabricated steel frame with PEB shed on roof and masonry brick outer) 2) Ancillary building-1: Type-1 (R.C.C frame structure), 3) Ancillary building-2: Type-1 (Brick wall with tin shed roof).
Height of Highest Occupied Floor Level Above Grade:	Total height of both buildings from grade was measured 19.17 m (62.90 ft.) and the height of heist occupied floor from grade was measured 14.43 m (47.32 ft.).



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:	1) Unprotected openings (doors, windows, etc.) were noted at utility room (Chiller, substation) at ground floor with ground floor of Main building. 2) Exits are not fully protected by continuously fire rated assemblies in all floors. 3) Penetration were noted around the cable pipe and sanitary conduits.	
Source of Findings:	Photograph: 1) Unprotected Opening, 3) Penetration around plumbing pipe	
Suggested Plan of Action:	Provide required fire resistance rated opening protection (Door, Window, Hatch Cover etc.) at opening and penetration through fire rated walls and/or assemblies or closed the unprotected openings by fire-resistance rated barrier as per requirements and Seal penetrations around conduits by proper fire rated sealing materials. Consult a qualified fire protection engineer. Consult a qualified fire protection engineer to design the required rated opening protection.	
Suggested Deadline Date:	28 Dec 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 separations between hazards provided with fire-resistive rated construction barriers.	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	No proper fire barrier was found in following areas; 1. Between finished goods store and embroidery section at ground floor.	
Source of Findings:	Photograph: Unprotected separation between finished goods store and embroidery section.	
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types in accordance with Alliance Standard Sections 3.4 and 4.5. Consult a qualified fire protection engineer to design the required rated construction barrier.	
Suggested Deadline Date:	28 Mar 2015	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	



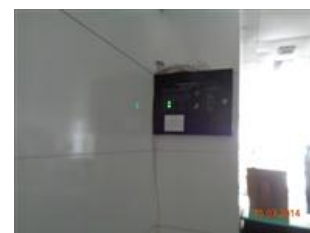
Fire Protection Systems

Question:	Does the building have a Standpipe System?
Priority Level:	High
Non-Compliance Level:	3
Description:	Standalone standpipe system with 25mm diameter hose was installed in the building.
Source of Findings:	Photograph: Non-class stand pipe system
Suggested Plan of Action:	Modify or install the standpipe System (class-III) to meet the requirements of Alliance standard sec 5.4.2 and NFPA 14. Any newly installed standpipe system shall be evaluated for compliance with the design pressure and flow demands of NFPA. Consult a qualified fire protection engineer before modify existing or installing new system.
Suggested Deadline Date:	13 Feb 2015
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:	Underground water reservoir capacity was 30,000 ltr. (Approx.) for firefighting and two 10,000 ltr. capacity each overhead water tank were installed for domestic use. Dedicated fire pump with jockey pump was installed which were directly connected with the standpipe systems. No shop drawings and hydraulic calculations have been found for the standpipe system during this assessment.
Source of Findings:	Photograph: Fire pump
Suggested Plan of Action:	Modify the existing one or install new dedicated fire pump in accordance with NFPA 20 to supply the water demands for the fire protection systems along with a stored source of water to meet the demands per NFPA 22. Once new fire pump is installed, establish an inspection, testing, and maintenance program for the fire pump. Program must comply with NFPA 25.
Suggested Deadline Date:	13 Feb 2015
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:	Pull stations at egress points: Manual fire alarms were installed as call points but not in all exits. Smoke detectors: Centralized detection system was available but number of detector head are insufficient. Visual and audible devices: Visual and audible devices were installed.
Source of Findings:	Photograph: Alarm system
Suggested Plan of Action:	Install initiating devices and notification appliances as required by the Alliance Standard and NFPA 72. Devices should be part of an automatic fire alarm and detection system for the facility. All fire alarm installations shall be submitted for review by the Alliance prior to commencement of installation. Consult a qualified fire protection engineer to design the system.
Suggested Deadline Date:	13 Feb 2015
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:	Are fire department connections provided and clearly identified for the Fire Protection Systems?
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Fire Department connections were found. But identification marking was not available during visit.
Source of Findings:	Photograph: Fire Department connection
Suggested Plan of Action:	Provide proper identification marking for Fire department (Siamese) inlet connections.
Suggested Deadline Date:	13 May 2015
Standard:	Alliance Standard Part 5 Section 5.5.4 Fire Department Connections
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:	Centralized detection system was available. Fire alarm and detection system monitoring service was not connected to the Fire Service and Civil Defense.





Source of Findings:	Photograph: Fire detection panel	
Suggested Plan of Action:	Until that time a central station monitoring service or direct connection to the Fire Service and Civil Defence can be set up; a person needs to be assigned to contact the fire department in the event of fire alarm activation. An annunciator needs to be located in a constantly attended location to alert this person. Trouble or alarm notifications shall be indicated on the fire alarm control panel.	
Suggested Deadline Date:	13 Feb 2015	
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring	
Question:	Standpipe system piping is free of mechanical damage, leakage, and corrosion?	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	Not in compliance. Minor leakage, and corrosion found in standpipe system piping during audit.	
Source of Findings:	Photograph: Corrosion on standpipe system	
Suggested Plan of Action:	Repair or replace damaged piping at the noted locations. Repairs and replacements must comply with NFPA 14 and NFPA 25.	
Suggested Deadline Date:	13 May 2015	
Standard:	NFPA 25 Chapter 6 Standpipe and Hose Systems	
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:	Inspection, maintenance, and testing plan or record of the standpipe and hose system was not available during this visit.	
Source of Findings:	Document Review: No inspection, maintenance, and testing documents have shown.	
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the standpipe and hose system. Program shall comply with the requirements of NFPA 25.	
Suggested Deadline Date:	13 May 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:	Not in compliance as per NFPA 14 Chapter 6; No signage was provided for all existing standpipe system.
Source of Findings:	Photograph: Signage of hose system, Visual Assessment: No signage of standpipe was noticed during assessment.
Suggested Plan of Action:	Install required identification signs at the noted locations. Signage must comply with NFPA 14 Chapter 6.
Suggested Deadline Date:	13 May 2015
Standard:	Reference NFPA 14 Chapter 6
Question:	Are inspection, maintenance, and testing procedures of the fire pump documented and up to date?
Priority Level:	Low
Non-Compliance Level:	1
Description:	No inspection, testing and maintenance conducted for fire pump. No documented maintenance or testing procedures of the fire pump were available during inspection.
Source of Findings:	Document Review: No document was found during visit.
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the fire pump. Program must comply with NFPA 25. Train workers on proper operation of fire pump.
Suggested Deadline Date:	13 May 2015
Standard:	Reference NFPA 25 Chapter 8 Fire Pumps



Means of Egress

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:	Minimum width of door was measured 1.0 m. North-East and North-West corner stair doors are fire rated door but the other exit doors were non-rated rolling shutter door, swinging glass, etc.





Source of Findings:	Photograph: Rolling shutter door	
Suggested Plan of Action:	Replace non-compliant doors and frames in the means of egress with side swinging doors. Replacement doors shall be a minimum width of 0.8 m (32 in), and are listed, approved, self-closing, 1.5 hr fire rated door assemblies (door and frame) with latching panic hardware.	
Suggested Deadline Date:	13 Feb 2015	
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:	Interior exit stairways and ramps terminate at an exit discharge except where terminating at a rated exit passageway.	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Middle stair and ramp was terminated inside of the floor without proper fire separation with work floors.	
Source of Findings:	Photograph: 1. Ramp 2. Middle stair	
Suggested Plan of Action:	Interior exit stairway and ramps need to be terminated directly outside the building or at a 2.0 hrs fire rated exit passageway which directly terminated outside of the building. Consult a qualified fire protection engineer for this requirements.	
Suggested Deadline Date:	13 Feb 2015	
Standard:	Alliance Standard Part 6 Section 6.14 Exit Enclosures	
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:	2	
Description:	Exit discharges of North-East and North- West stairs were directly exterior of building but Middle stair and ramp was terminated inside of the floor without terminated in to a rated passageway.	
Source of Findings:	Photograph: Interior Exit stair	
Suggested Plan of Action:	Assign a fire expert for redesigning the Interior exit stairways enclosed and exit passageway with fire Barriers. Fire barrier material shall meet the testing requirements of ASTM E 119 and NFPA 221	
Suggested Deadline Date:	13 Feb 2015	





Standard:	Alliance Standard Part 6 Section 6.17 Exit Discharge. See Section 16.7.2 and 16.7.3 for exceptions.	
Question:	Means of egress are free from impediments, obstructions, and stored materials.	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	All means of egress were noticed partially blocked by finished goods materials.	
Source of Findings:	Photograph: Blocked Aisles	
Suggested Plan of Action:	Means of egress shall be maintained continuously free and clear of all obstructions or impediments to full instant use in the case of fire or other emergency.	
Suggested Deadline Date:	13 Feb 2015	
Standard:	Alliance Standard Part 6 Section 6.3.8 Impediments to means of egress and Section 6.3.9 Reliability	
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:	2	
Description:	Locking arrangements were noticed in means of egress but during working hour they were unlocked.	
Source of Findings:	Photograph: Locking arrangement	
Suggested Plan of Action:	Doors need to keep lock free in the direction of egress under any conditions. All hasps, locks, slide bolts, and other locking devices shall be removed where installed.	
Suggested Deadline Date:	13 May 2015	
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	



Question:	All doors in a means of egress are of the side-hinged swinging type.
Priority Level:	High
Non-Compliance Level:	2
Description:	Automatic steel rolling shutter and steel sliding doors were installed at many location.
Source of Findings:	Photograph: 1.Sliding door 2.Rolling Shutter
Suggested Plan of Action:	All roll-down, collapsible, sliding gates and shutters in the means of egress shall be replaced with door that open in the direction of egress side-hinged swinging self-closing type doors as per Alliance standard section: 6.8. Doors will be free from general locking arrangement. Assign a fire expert for designing the swing doors.
Suggested Deadline Date:	13 Feb 2015
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates
Question:	Stairwells are not utilized as storage spaces.
Priority Level:	High
Non-Compliance Level:	2
Description:	Not in compliance: Stairwells are utilized as storage spaces.
Source of Findings:	Photograph: Obstructed ramp
Suggested Plan of Action:	All means of egress shall be kept free and clear at all times.
Suggested Deadline Date:	13 Feb 2015
Standard:	Alliance Standard Part 13 Section 13.9 Safety Inspections
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:	33 in. height 5" thick brick wall parapets and over the parapets 35 in. height MS guard were found on the occupiable roof.
Source of Findings:	Photograph: Parapet
Suggested Plan of Action:	Provide parapet in every occupied roofs with same fire rating of outer wall of the building and a minimum height of 1067 mm (42 in.).
Suggested Deadline	13 Feb 2015





Date:		
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 were not posted for any assembly and production floor in a conspicuous space near the main point of egress.	
Source of Findings:	Visual Assessment: No signage was found during visit.	
Suggested Plan of Action:	Post the occupant loads 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:	13 Feb 2015	
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load	
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:	2	
Description:	Headroom was measured 1.98 (6 ft. 6 in.) North-East door at roof.	
Source of Findings:	Photograph: Head room	
Suggested Plan of Action:	Ensure ceiling height in the means of egress maintain minimum 2.3 m (7 ft 6 in) and with projection from the ceiling not less than 2.03 m (6 ft 8 in)	
Suggested Deadline Date:	13 May 2015	
Standard:	Alliance Standard Part 6 Section 6.3.3 Headroom	
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:	2	
Description:	Threshold was found in some of the exit doors. No believe slop, signage and floor marking were provided.	
Source of Findings:	Photograph: Door seal	



Suggested Plan of Action:	Need to maintain the change in elevation as per the standard.	
Suggested Deadline Date:	13 Feb 2015	
Standard:	Alliance Standard Part 6 Section 6.3.4 Walking Surfaces	
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:	Not in compliance with Alliance standard part 10 section 10.12.1.4; No testing plan and records were available during visit.	
Source of Findings:	Document Review: No document has been shown during inspection.	
Suggested Plan of Action:	Develop a testing and maintenance program that ensures the correct operation of all egress lighting, including emergency and illuminated exit signs, is verified at least once per year. If stand alone, battery-operated signs are used, these lights shall be tested on a monthly basis. Functional testing of battery powered lighting shall ensure that full operation is provided for a minimum 90 min, once per year.	
Suggested Deadline Date:	13 May 2015	
Standard:	Alliance Standard Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape.	
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:	Handrails were provided only open side of the stairs.	
Source of Findings:	Photograph: One sided hand rail	
Suggested Plan of Action:	Need to install handrails on the both side of the stairs. A minimum height of 865 mm (34 in.) and a maximum height of 965 mm (38 in.) as measured from the leading edge of the tread need to be maintained when installing new handrails. The spacing between vertical members will not exceed 200 mm (8 inch).	
Suggested Deadline Date:	13 May 2015	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards	



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:	Ramps have a running slope 1 in 7.16 (14 percent).
Source of Findings:	Photograph: Ramp.
Suggested Plan of Action:	New ramps shall not have a running slope greater than 1 in 12 (8 percent). Existing ramps shall not have a running slope greater than 1 in 8 (12.5 percent).
Suggested Deadline Date:	13 Feb 2015
Standard:	Alliance Standard Part 6 Section 10 Ramps
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:	3
Description:	Stair designation sign was not found.
Source of Findings:	Visual Assessment: No stair designation sign available
Suggested Plan of Action:	Stair designation signs need to be provided at each floor entrance from the all stairs to the floor in English and Bengali. Signs need to be indicating the name of the stair and the floor level. Signs shall be posted adjacent to the door.
Suggested Deadline Date:	13 Dec 2014
Standard:	Alliance Standard Part 6 Section 6.9 Stairs
Question:	Exit signs have appropriate illumination levels and contrasting graphics.
Priority Level:	Low
Non-Compliance Level:	1
Description:	Exit signs do not have the appropriate illumination levels and contrasting graphics.
Source of Findings:	Photograph: Exit sign
Suggested Plan of Action:	Install appropriate means of illumination at the noted locations. The source of illumination shall provide not less than 50 lux at the illuminated surface with a contrast of not less than 0.5. Approved self-luminous signs, which provide evenly illuminated letters having a minimum luminance of 0.2cd/m ² , may also





	be used
Suggested Deadline Date:	13 May 2015
Standard:	Alliance Standard Part 10 Section 10.12.1 Exit Signs

Fire Safety Programs


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:	1
Description:	Only 40 workers out of 1073 workers have received fire safety training in firefighting, first aid, and rescue training by fire service and civil defence.
Source of Findings:	Photograph: Training certificate
Suggested Plan of Action:	Provide training (25% of total workers) for the required number of people certified in firefighting, first aid, and rescue training by fire service and civil defence.
Suggested Deadline Date:	13 May 2015
Standard:	Alliance Standard Part 13 Human Element Programs



Question:	Are there additional areas of non-compliance to report?
Priority Level:	Medium
Non-Compliance Level:	3
Description:	14,000 ltr. Class-II petroleum (diesel) was stored in metal tank outside the building between Production building and Utility building-1 in open condition. Electric cable passing close to the tank and CCTV camera fixed on this tank.
Source of Findings:	Photograph: Diesel tank
Suggested Plan of Action:	Obtain a license from proper authority in accordance with the Petroleum Act for all storage of Class II petroleum greater than 1000 L (264 gal) individually. Also protect the metal diesel tank from direct sunlight.
Suggested Deadline Date:	13 Feb 2015
Standard:	Not Applicable





Question:	Storage areas underneath the cutting tables are clear of combustibles.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Combustible was found underneath the cutting table.	
Source of Findings:	Photograph: Cutting table	
Suggested Plan of Action:	Storage underneath the cutting tables needs to be kept clear of combustibles at all time.	
Suggested Deadline Date:	28 Dec 2014	
Standard:	Alliance Standard Part 17 Section 13.7.2 Cutting tables.	
Question:	An emergency evacuation plan has been developed and communicated to all employees.	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	An emergency evacuation plan has not been developed properly.	
Source of Findings:	Document Review: No emergency evacuation plan was found.	
Suggested Plan of Action:	Establish internal and external rally points and communicate to all employees in the building as per Alliance standard sec 13.1	
Suggested Deadline Date:	13 May 2015	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	Fire Department pre-planning has been completed.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	Fire Department pre-planning has not been completed.	
Source of Findings:	Document Review: No fire department pre-planning document	
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.	
Suggested Deadline Date:	13 May 2015	
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:	No written housekeeping policy has established and enforced
Source of Findings:	Document Review: No written housekeeping policy was found.
Suggested Plan of Action:	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 m ² (500 ft ²). Limit dense deposits to 6 mm (¼ in.) and oil saturated deposits to 3.2 mm (⅛ in.).
Suggested Deadline Date:	13 Aug 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:	No hot-work permit program has been established. During inspection no hot work operation was ongoing in the facility.
Source of Findings:	Document Review: No document of hot-work permit program has shown.
Suggested Plan of Action:	Develop a hot work permit program. The program must comply with the requirements of NFPA 51B
Suggested Deadline Date:	13 May 2015
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B