INITIAL FIRE ASSESSMENT REPORT (FAR)

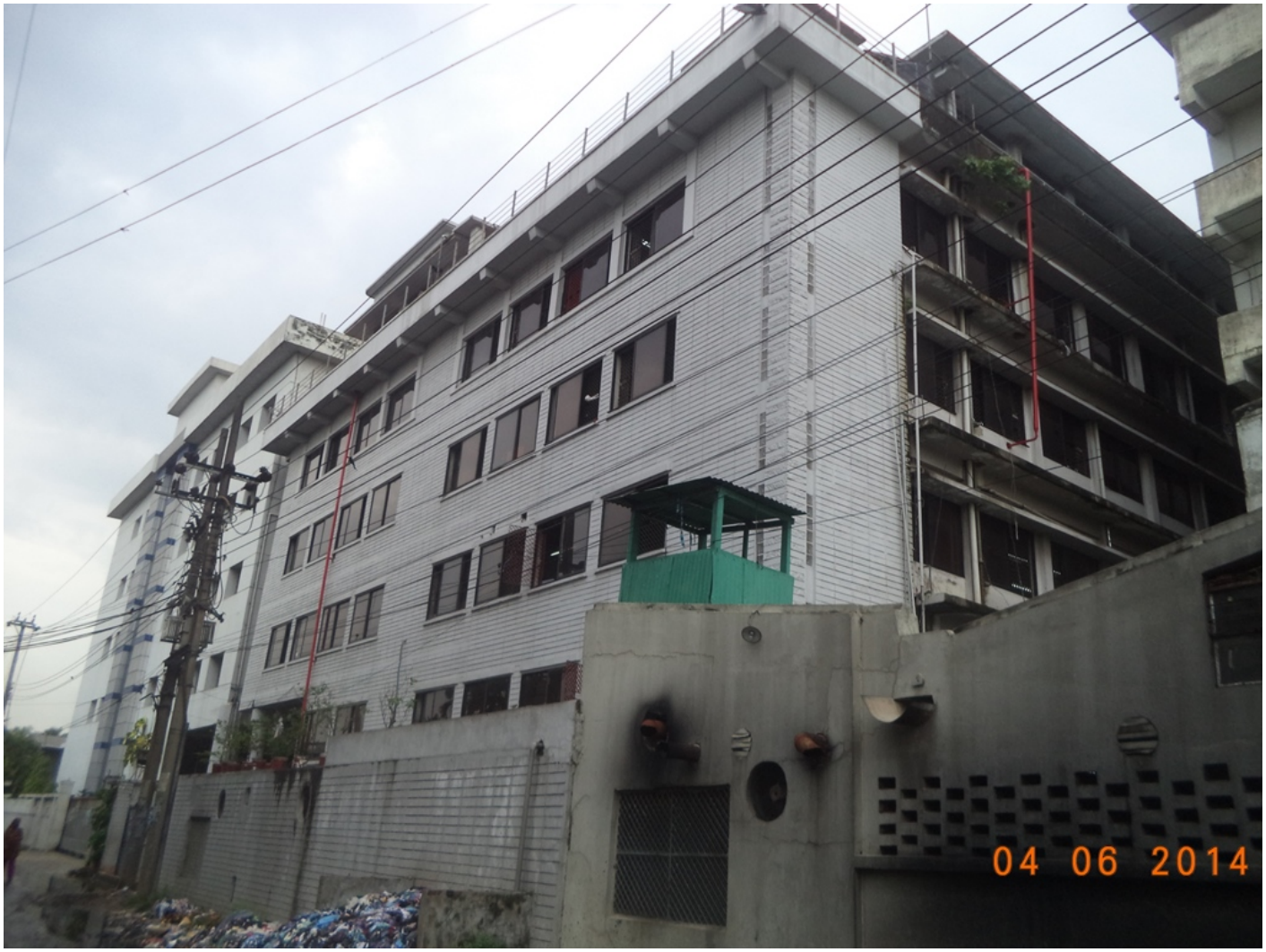
Factory Name:	**Anowara Fashions Ltd**
Address:	**Anwara building, BSCIC Industrial Estate, Kalurghat, Chittagong. Chittagong Chittagong Bangladesh**
Assessor:	**Bureau Veritas**
Date:	**04 Jun 2014**

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:	Anowara Fashions Ltd
Address:	Anwara building, BSCIC Industrial Estate, Kalurghat, Chittagong. Chittagong Chittagong Bangladesh
Country:	Bangladesh
Province:	Chittagong
City:	Chittagong
Zip Code:	
Audit Duration:	01 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	06-04-2014
Final Report Date:	07-01-2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	There are four buildings in the factory premises out of which two are main production buildings and two are ancillary buildings. The buildings are named as: 1) Six story RCC Legacy main production building, 2) Six story RCC Anowara main production building, 3) Single story utility shed, 4) Single story RCC security post.
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	1) Six story RCC Legacy main production building: Building height (Highest occupied floor level): 15.87 m or 52 ft [Height up to roof: 18.87 m or 62 ft], Stories above grade: 6, Stories below grade: 0, Occupied levels: 6, 2) Six story RCC Anowara main production building: Building height (Highest occupied floor level): 15.29 m or 50 ft [Height up to roof: 18.29 m or 60 ft], Stories above grade: 6, Stories below grade: 0, Occupied levels: 6, 3) Single story utility shed: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 3.05m or 10 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1, 4) Single story RCC security post: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 3.05m 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: 261301.00sft. Building wise breakdown as follows: 1) Six story RCC Legacy main production building: 210000.00 sft (Ground floor: 39000.00 sft, 1st floor: 39000.00 sft, 2nd floor: 39000.00 sft, 3rd floor: 39000.00 sft, 4th floor: 39000.00 sft, 5th floor: 15000.00 sft), 2) Six story RCC Anowara main production building: 50551.00 sft (Ground floor: 12051.00 sft, 1st floor: 11750.00 sft, 2ndfloor: 11750.00 sft, 3rd floor: 5500.00 sft, 4th floor: 5500.00 sft, 5th floor: 4000.00 sft), 3) Single story utility shed: 500.00 sft, 4) Single story RCC security post: 250.00 sft.
Date of Building	Factory personnel informed the date of construction as follows: 1) Six story RCC Legacy main production

Construction:	building: Started in December-1998 and finished in December-2000, 2) Six story RCC Anowara main production building: Started in June-1997 and finished in December-2001, 3) Single story utility shed: Finished in December-2002, 4) Single story RCC security post: Finished in December-2007.
Date of Last Building Renovation/Addition:	Factory personnel informed the date of addition as follows: 1) Six story RCC Legacy main production building: Dinning space and compressor room was built on roof in 2011, 2) Six story RCC Anowara main production building: No record for date of renovation or addition was found from factory personnel, 3) Single story utility shed: No record for date of renovation or addition was found from factory personnel, 4) Single story RCC security post: No record for date of renovation or addition was found from factory personnel.
Ancillary Structures in Complex:	1) Single story utility shed, 2) Single story RCC security post.
Approximate Ancillary Structures Area (SF):	1) Single story utility shed: 500.00 sft, 2) Single story RCC security post: 250.00 sft.
Number of Occupants:	Total number of occupants: 4155. 1) Six story RCC Legacy main production building: 3081 (Ground floor: 30, 1st floor: 450, 2nd floor: 950, 3rd floor: 500, 4th floor: 1150, 5th floor: 1), 2) Six story RCC Anowara main production building: 1066 (Ground floor: 180, 1st floor: 310, 2nd floor: 316, 3rd floor: 130, 4th floor:125, 5thfloor: 5), 3) Single story utility shed: 2, 4) Single story RCC security post: 6.
Number of Ancillary Levels (Stories):	1) Single story utility shed: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 3.05m or 10 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1, 2) Single story RCC security post: Building height (Highest occupied floor level): 30 cm or 1 ft above grade [Height up to roof: 3.05m or 10 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1.
Occupancy Type:	1) Six story RCC Legacy main production building: [Ground floor: G2 (Finishing), H2 (Wear house & Store room), F1 (Office), B2 (Child care), D1 (Doctors room), G2 (Packing), K (Generator,Transformer), E3 (Prayer room), 1st floor: G2 (Finishing & Cutting), K (Boiler room), F1 (Office), 2nd floor: G2 (Sewing), F1 (Office), Training room, 3rd floor: G2 (Cutting & Finishing), 4th floor: G2 (Sewing), F1 (Office), 5th floor: E1 (Dining), K (Compressor)], See the description
Construction Type:	1) Six story RCC Legacy main production building: Type 1 (5th floor compressor room partially non-rated) 2) Six story RCC Anowara main production building: Type 1 (2nd floor partially non-rated) 3) Single story utility shed: Non-rated, 4) Single story RCC security post: Type 1.
Height of Highest Occupied Floor Level Above Grade:	1) Six story RCC Legacy main production building: 15.87 m or 52 ft, 2) Six story RCC Anowara main production building: 15.29 m or 50 ft, 3) Single story utility shed: 30 cm or 1 ft above grade, 4) Single story RCC security post: 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:	In six story RCC Anowara main production building, door of boiler room is not fire rated which is adjacent to finishing (iron section on 3rd and 4th floor), on ground floor the door of transformer room is also not fire rated which is adjacent to the stairways. In six story RCC legacy building, the door of the boiler room is not fire rated which is adjacent to finishing section (1st floor).	
Source of Findings:	Visual Assessment: Unprotected openings were found at different locations.	
Suggested Plan of Action:	Provide fire resistance rated opening protectives at all openings and penetations on all the fire rated walls throughout the entire premises. Close these openings if they are not required.	
Suggested Deadline Date:	26 Sep 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 5 stairs available in legacy main production building and 3 stairs available in Anowara main production building. All stair enclosures are not provided with fire rated doors. Some fire doors are found fitted at some exit enclosures but no credible certificates are available for those fire doors. Moreover, in Anowara building one stair is not enclosed with proper separation barrier.	
Source of Findings:	Visual Assessment: Exit enclosures without proper fire-resistive rated construction barriers were found.	
Suggested Plan of Action:	Provide 2 hr fire-resistive rated construction barriers at exit enclosures. Fit side-swinging, self-closing, non-lockable fire doors that swing in the direction of egress of 1.5 hr rating in all stairwell enclosures. Consult a qualified fire protection engineer to design the required rated construction barriers.	
Suggested Deadline Date:	26 Sep 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:	3	
Description:	On ground floor of six story RCC Legacy main production building, storage and production areas are not separated with 2 hour fire rated barrier. Generator room is very close to the production building, exit route is not fire protected. In six story RCC Anowara main production building, boiler room on 3rd floor has no fire separation barriers. Spot removing room on 5th floor of this building is not also provided with proper fire separation barriers. These different occupancies need to be fire separated according to BNBC Table 3.2.1 (pg-10352).	
Source of Findings:	Visual Assessment: Improper separations were observed in many floors of two main buildings.	
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types. Consult a qualified fire protection engineer to design the required rated construction barrier.	
Suggested Deadline Date:	19 Dec 2014	
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:	3	
Description:	No occupancy certificates are available for any building in the factory premises.	
Source of Findings:	Document Review: There were no occupancy certificates for any of the buildings among the documents shown by the factory concerned people.	
Suggested Plan of Action:	Apply to BSCIC Industrial State, Kalurghat, Chittagong for issuance of occupancy certificates and pursue the matter to expedite.	
Suggested Deadline Date:	15 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 floors of two main buildings are 15.87 m or 52 ft and 15.29 m or 50 ft above grade i.e. above 10 m or 33 ft. Therefore, class III standpipe system needs to be installed throughout those buildings and at required stairwells as per Alliance Standard 5.4.2 and NFPA 14. But only a class II hose connection (38 mm fabric hose with variable nozzles) is installed in the main and ancillary buildings.
Source of Findings:	Visual Assessment: Class II type hose connection (38 mm fabric hose with variable nozzles) 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. The hydraulic calculations should be reviewed by Alliance prior to start of work. All standpipe system installations shall be submitted for review by the Alliance for review prior to commencement of installation according to section 5.4.3.2. System design should also account for the two additional stories currently under construction.
Suggested Deadline Date:	26 Sep 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:	2
Description:	One fire pump is available, which serves both buildings. However it does not comply with the requirements of Alliance Standards and NFPA 20. Hydraulic calculation for installed standpipe system is not also available.
Source of Findings:	Visual Assessment: Fire pump was found.
Suggested Plan of Action:	A final inspection of the installation shall be conducted by the Alliance prior to final acceptance of the installation 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.
Suggested Deadline Date:	19 Dec 2014
Standard:	Alliance Standard Part 5 Fire Protection Systems

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:	1	
Description:	An automatic fire alarm and detection system is available in the factory, but there is no monitoring company in Bangladesh. Fire service and civil defense is not capable of monitoring fire alarm and detection systems of the factories.	
Source of Findings:	Visual Assessment: Automatic fire alarm and detection system found but no such monitoring system was found.	
Suggested Plan of Action:	Arrange for direct connection of the fire alarm system to a central monitoring station or Fire Service and Civil Defense. Until that time that monitoring can be set up, arrange a monitoring system using 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:	01 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:	2	
Description:	Required class III standpipe system is not installed throughout two buildings. Only class II system was available which is non-compliant with Alliance standards & NFPA 14.	
Source of Findings:	Visual Assessment: Only class II standpipe system was found in the factory premises.	
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:	03 Oct 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:	2	
Description:	Required class III standpipe system is not installed throughout two buildings. Only class II system was available which is non-compliant with Alliance standards and NFPA 14.	
Source of Findings:	Visual Assessment: Class II 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:	03 Oct 2014	
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:	Fire pump is available, however it does not comply with the requirements of Alliance Standards and NFPA 20.	
Source of Findings:	Document Review: No relevant document regarding inspection, maintenance, and testing procedures of the fire pump was available.	
Suggested Plan of Action:	Evaluate the existing pump for compliance with NFPA and Alliance Standard. Then establish an inspection, maintenance, and testing program for the fire pump. Program must comply with NFPA 25.	
Suggested Deadline Date:	19 Dec 2014	
Standard:	Reference NFPA 25 Chapter 8 Fire Pumps	
Means of Egress		
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:	3	
Description:	There are 8 available stairs in two main production buildings. None of exits discharge directly to the exterior of the building.	
Source of Findings:	Visual Assessment: Exit discharges were found to not meet the requirements	

	of discharging directly to the exterior of the building.	
Suggested Plan of Action:	Provide rated exit passageway to serve each stair that does not discharge directly to the exterior. The rating of the exit passageway is to be equal to fire rating requirement of the exit that is being served and shall not be less than 1 hr fire-resistance rated.	
Suggested Deadline Date:	26 Sep 2014	
Standard:	Alliance Standard Part 6 Section 6.17 Exit Discharge. See Section 16.7.2 and 16.7.3 for exceptions.	
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:	Hasps, locks, and slide bolts were available in fire rated doors and non-rated exit doors.	
Source of Findings:	Visual Assessment: Locking arrangements were found at the exit doors.	
Suggested Plan of Action:	Remove all hasps, locks, slide bolts, or other locking devices in doors along the means of egress.	
Suggested Deadline Date:	18 Jul 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:	Minimum width of all doors were 1.1 m but all doors do not have required rating. There were some fire doors but no credible certificate was available.	
Source of Findings:	Visual Assessment: All the doors along the path of egress are not fire rated.	
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, fire rated door assemblies (door and frame) with latching panic hardware.	
Suggested Deadline Date:	26 Sep 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:	Rated and non-rated doors were available in both main buildings. All doors in a means of egress are not side-hinged swinging type at each floor. There were some collapsible doors on various floors.	
Source of Findings:	Visual Assessment: Exit doors were observed in all buildings.	
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:	26 Sep 2014	
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	
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:	There are 8 available stairs in two main production buildings. None of exits discharge directly to the exterior of the building.	
Source of Findings:	Visual Assessment: Exit discharges were found not to discharge directly to the exterior of the building.	
Suggested Plan of Action:	Provide rated exit passageway to serve each stair that does not discharge directly to the exterior. The rating of the exit passageway is to be equal to fire rating requirement of the exit that is being served and shall not be less than 1 hr fire-resistance rated.	
Suggested Deadline Date:	26 Feb 2015	
Standard:	Alliance Standard Part 6 Section 6.14 Exit Enclosures	
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:	3	
Description:	Occupant loads are not posted in any assembly and production floor as required.	
Source of Findings:	Visual Assessment: During site visit, no occupant loads were found posted in any assembly or production floor 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:	01 Aug 2014	
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load	
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:	3	
Description:	All the stairs of two buildings have handrails on only one side but in Legacy building one stair with no handrail was noticed. Intermediate handrail is not required in any stair as no stair width was more than 2.2 m. Handrails were mounted at height of 930 mm, which is satisfactory according to Alliance standards.	
Source of Findings:	Visual Assessment: Handrails were observed.	
Suggested Plan of Action:	Provide handrails on both side of each stairway.	
Suggested Deadline Date:	19 Dec 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards	
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:	The ceiling height along the means of egress is 3 m but at roof of one exit the projection height is 1.8 m (5'-11") in Anowara Fashion Ltd factory.	
Source of Findings:	Visual Assessment: At roof exit, height of projection was measured on sample basis.	
Suggested Plan of Action:	Demolish the lintel and wall above lintel. Construct the same again fulfilling the height requirement.	
Suggested Deadline Date:	19 Dec 2014	
Standard:	Alliance Standard Part 6 Section 6.3.3 Headroom	
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 not found.	
Source of Findings:	Document Review: No document regarding verification of emergency power for means of egress 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 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:	01 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:	1	
Description:	No plan or record of conducting periodic test for the emergency battery backup for illumination of exit signs was found as required by section 10.12.1.4.	
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:	01 Aug 2014	
Standard:	Alliance Standard Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape.	
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:	1	
Description:	There are two main production buildings and both of these are 6 story RCC buildings. One re-entry door is required in Legacy building and another one is required in Anowara building according to Section 6.8.3.1, but no re-entry doors are installed.	
Source of Findings:	Visual Assessment: No re-entry door was found.	
Suggested Plan of Action:	Every door in a stair enclosure serving more than 5 stories shall be provided with re-entry unless it meets the following requirements. Stair doors may be permitted to be locked from the stair (ingress) side that prevents re-entry to the floor provided at least two floors allowing re-entry to access another exit are provided, there are not more than 4 stories intervening between re-entry floors, re-entry is allowed on the top or next to top level, re-entry doors are identified as such on the stair side, and locked doors shall be identified as to the nearest re-entry floors. When the discharge floor is determined to be a required re-entry floor using the above requirements, re-entry does not have to be provided back into the building on this level.	
Suggested Deadline Date:	26 Sep 2014	
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	
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 signs are not provided.	
Source of Findings:	Visual Assessment: Stair name or designation signs were posted.	
Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and the floor level at the noted locations in both Bengali and English.	
Suggested Deadline Date:	01 Aug 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs	
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:	Relevant document of 500 people were found. Total occupant load was 4155. So, 25 percent of total occupants are not trained as required. 1038 workers	

	are required to be trained through proper authority.	
Source of Findings:	Document Review: Document regarding 500 trained people was available.	
Suggested Plan of Action:	Train and certify at least 25 percent of workers in fire fighting, first aid and rescue by the proper authority.	
Suggested Deadline Date:	03 Dec 2014	
Standard:	Alliance Standard Part 13 Human Element Programs	
Question:	Training programs are implemented and documented in accordance with the Alliance Safety Training Curriculum.	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	Training programs are not implemented and documented in accordance with the Alliance Safety Training Curriculum.	
Source of Findings:	Document Review: Alliance safety training curriculum was not found.	
Suggested Plan of Action:	Impart training in accordance with Alliance Safety Training Curriculum and keep record with proper documentation.	
Suggested Deadline Date:	01 Aug 2014	
Standard:	Alliance Standards Part 13	
Question:	An emergency evacuation plan has been developed and communicated to all employees.	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	Workers are aware of the evacuation procedure upon commencing of the alarm. However, no procedure defining evacuation process was available.	
Source of Findings:	Document Review: Document regarding this issue was not available.	
Suggested Plan of Action:	Develop an emergency evacuation plan which includes duties and responsibilities of various people/groups, interfacing between groups and fire brigade, headcount and identification of trapped victims, physically disabled people and their rescue, etc.	
Suggested Deadline Date:	10 Sep 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	

Question:	Storage areas underneath the cutting tables are clear of combustibles.	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	Storage areas underneath the cutting tables are not clear of combustibles.	
Source of Findings:	Visual Assessment: Combustible storage is underneath the cutting table.	
Suggested Plan of Action:	Remove all combustibles stored underneath the cutting tables at the noted locations.	
Suggested Deadline Date:	10 Aug 2014	
Standard:	Alliance Standard Part 17 Section 13.7.2 Cutting tables.	
Question:	Are all applicable permits up to date including Fire License & Boiler License.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	All permits and license were available except electrician license and BERC waiver certificate.	
Source of Findings:	Document Review: Documents regarding electrician license, BERC waiver certificate are not available.	
Suggested Plan of Action:	Apply to Bangladesh Energy Regulatory Commission for waiver certificate and Biddyut Paridaptor for electrician license.	
Suggested Deadline Date:	03 Oct 2014	
Standard:	Alliance Standard Part 13 Human Element Programs	
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: Fire department pre-planning documentation was not found.	
Suggested Plan of Action:	Complete fire department pre-planning activities with the local Fire Service and Civil Defense	
Suggested Deadline Date:	10 Sep 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	

Question:	A hot-work permit program has been established.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	Hot-work involving welding, grinding, etc. is not taking place on the premises. A hot-work permit program is not established, which is required as per Section 13.4.	
Source of Findings:	Document Review: Documents regarding hot-work permits were not available.	
Suggested Plan of Action:	Develop a hot-work permit program. The program must comply with the requirements of NFPA 51B.	
Suggested Deadline Date:	19 Dec 2014	
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B	