

INITIAL ELECTRICAL ASSESSMENT REPORT (EAR)

Factory Name: **Coast To Coast (Pvt) Ltd**

Address: **1st, 2nd, 7th Floor, Itahata, Union: Bashon, Mouza 35
(Chandana) Gazipur Sadar Gazipur Dhaka
Bangladesh**

Assessor: **Sumerra**

Date: **27 Feb 2014**



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ALLIANCE
FOR BANGLADESH WORKER SAFETY

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:	Coast To Coast (Pvt) Ltd
Address:	1st, 2nd, 7th Floor, Itahata, Union: Bashon, Mouza 35 (Chandana) Gazipur Sadar Gazipur Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Gazipur
Zip Code:	1702
Audit Duration:	
Re-Audit:	Re-Audit After 0 Months
Draft Report Date :	April 7, 2014
Final Report Date :	
Are all action items from previous assessment complete? :	N/A
Buildings in Complex :	Main Building Ancillary Utilities Building (Generator) Child Care Building
Is the building(s) owned or rented by the Factory? :	Owned
Number of Building Levels (Stories) :	Main 9 (+Basement) Ancillary - 2 Child Care - 1
Approximate Building Area (SF) :	2645 SF per floor (26450 SF)
Date of Building Construction :	Construction started in February 2006 & completed in December 2009
Date of Last Building Renovation/Addition :	N/A
Ancillary Structures in Complex :	Ancillary Utilities Building (Generator) Child Care Building
Approximate Ancillary Structures Area (SF) :	26305 sq m
Number of Occupants :	Less than 600 per floor

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ASSESSMENT FINDINGS

Electrical System Information

Question:	Are as-built electrical drawings indicating information such as panel and circuit locations throughout the building(s) available for review?
Priority Level:	High
Non-Compliance Level:	3
Description:	The factory cannot show one-line diagram or as-built drawing of electrical distribution. They only showed civil layout plan. Alliance Standard Part 10 Section 10.3.7.
Source of Findings:	Document Review: One-line diagram or as-built drawing of electrical distribution not available.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 10 Section 10.3.7

Electrical System Maintenance

Question:	Have workers that operate and maintain the electrical system received electrical safety training? Is training documentation on site?
Priority Level:	High
Non-Compliance Level:	3
Description:	Workers that operate and maintain the electrical system have not received electrical safety training in compliance with NFPA 70e or equivalent standard.
Source of Findings:	Document Review: No training records available.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Reference NFPA 70e for example
Question:	Are thermographic scans of electrical equipment completed at least every three years?
Priority Level:	Medium



Non-Compliance Level:	3
Description:	Thermographic scans of electrical equipment have not been conducted as per Alliance Standards Part 10 Section 10.13.8 Electrical Inspections
Source of Findings:	Document Review: No records of thermographic scans
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standards Part 10 Section 10.13.8 Electrical Inspections
Question:	Are periodic safety inspections of the electrical system components completed and documented?
Priority Level:	Medium
Non-Compliance Level:	3
Description:	Periodic safety inspections of the electrical system components are not completed and documented as per Alliance Standard Part 10 Building Services Section 10.13 Inspection and Testing.
Source of Findings:	Document Review: No records of periodic safety inspections of the electrical system components available.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 10 Section 10.13 Inspection and Testing and Part 13 Section 13.6 Housekeeping

Electrical System Conditions

Question:	The substation room has the required fire rating/protection and is physically separated from the remainder of the building.
Priority Level:	High
Non-Compliance Level:	3
Description:	The main service transformer and sub-station were located within the same room separated from the remainder of the building by a steel grill. The steel door does not provide the required fire rating per Alliance Standard 3.4.2.1.4.
Source of Findings:	Photograph: Photo of transformer
Suggested Plan of Action:	





Suggested Deadline Date:		
Standard:	Alliance Standard Part 3 Section 3.4.2.1.4	
Question:	All equipment is efficiently earthed and properly connected to the required number of earth electrodes.	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Metal Distribution Board covers in the main service room are not properly grounded as per Alliance Standard Part 10 Section 10.13.7.1 Inspection of Substation Installations.	
Source of Findings:	Visual Assessment: Grounding connection not observed in distribution covers.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 10 Section 10.13.7.1 Inspection of Substation Installations.	
Question:	No multi looping of wiring/cables observed at circuit breakers within switchboards and/or distribution boards.	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	There is improper looping of wiring/cables at circuit breakers as per BNBC 2006 Part 8 in the following locations: - SW Distribution Board Ground Floor - SW Distribution Board First Floor	
Source of Findings:	Photograph: Circuit breaker looping	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 10 Section 10.3 Electrical Wiring and Cabling	







Question:	All metal in the building is connected to the building earthing/grounding system such as metal rebar in concrete, metal frame of building, or metal water pipe.
Priority Level:	High
Non-Compliance Level:	3
Description:	Distribution Board covers (all factory) are not grounded as per BNBC 2006 Part 8.
Source of Findings:	Photograph: No box cover are grounded in the factory.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 10 Section 10.10 Earthing
Question:	Do switchboards and/or distribution boards have clear identification markings?
Priority Level:	Medium
Non-Compliance Level:	3
Description:	None of the switchboards or distribution boards in the factory are clearly and permanently identified i as per BNBC Part 8 Section 2.11.5.4
Source of Findings:	Photograph: No labeling at the DB box in the factory
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 10 Section 10.7 BNBC Part 8 Section 2.11.5.4
Question:	Do switchboards and/or distribution boards have capacity information labels?
Priority Level:	Medium
Non-Compliance Level:	3
Description:	Switchboards and/or distribution boards have no capacity information labels.
Source of Findings:	Photograph: Switchboards and distribution boards have no capacity information labels
Suggested Plan of Action:	
Suggested Deadline Date:	






Standard:	Alliance Standard Part 10 Section 10.7 Main Switch, Switchboards And Metal Clad Switchgear and 10.13.7 Inspection of the Installation	
Question:	A wire/cable shaft is provided for the whole building. Wiring and cables are arranged in shaft for ease of inspection and maintenance.	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	Wire/cable shaft is not provided for the whole building as per BNBC Part 8 Section 2.5.6.1	
Source of Findings:	Visual Assessment: Wire/Cable shaft not observed.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	BNBC Part 8 Section 2.5.6.1	
Question:	Are there additional areas of non-compliance to report?	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Improper tying / loose wiring connections were observed in: - South-east DB of 2nd floor - North-west DB of 1st floor	
Source of Findings:	Photograph: Photograph of inside of DB.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Not Applicable	
Question:	Are all internal components of switchboards and/or distribution boards properly concealed (No missing circuit breaker or knockout covers)?	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	South-west DB panel door of 5th floor is not fully closed and locked.	
Source of Findings:	Photograph: South – West DB panel door of 5th floor is not fully closed and locked	
Suggested Plan of Action:		



Haphazard cables in South-East DB of 2nd floor





Suggested Deadline Date:		
Standard:	Alliance Standard Part 10 Section 10.3.9 Sub-Distribution Boards	
Question:	Each circuit is provided with a dedicated neutral.	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	Circuits found not in compliance with Alliance Standards Part 10 Section 10.3 Electrical Wiring and Cabling 5th floor south east side DB has no separate grounding bus bar, only has neutral bus bar that is used for grounding.	
Source of Findings:	Photograph: 5th floor South-East DB have no grounding bus bar only have neutral bus bar	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 10 Section 10.3 Electrical Wiring and Cabling	
Question:	An instruction board for first aid and artificial respiration is located in the generator room and substation room.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	There was no instruction board for first aid and artificial respiration in the substation room.	
Source of Findings:	Visual Assessment: No first aid instruction board observed.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	A sign detailing electrical shock first aid procedures should be installed in these rooms.	