

INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name: **Mars Sportswear Ltd.**

Address: **Plot No. 15-16, Sector 1, North Patenga Karnaphuli
Export Processing Zone (KEPZ) Chittagong
Chittagong Bangladesh**

Assessor: **Bureau Veritas**

Date: **22 Mar 2014**



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Address: **Plot No. 15-16, Sector 1, North Patenga Karnaphuli Export Processing Zone (KEPZ) Chittagong Chittagong Bangladesh**

Assessor: **Bureau Veritas**

Date: **22 Mar 2014**



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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:	Mars Sportswear Ltd.
Address:	Plot No. 15-16, Sector 1, North Patenga Karnaphuli Export Processing Zone (KEPZ) Chittagong Chittagong Bangladesh
Country:	Bangladesh
Province:	Chittagong
City:	Chittagong
Zip Code:	4204
Audit Duration:	1 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	03-29-2014
Final Report Date:	04-06-2014
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) Two story RCC main production building, 2) Single story RCC sub-station building (including wastage store & diesel room), 3) Single story generator & air compressor shed, 4) Single story RCC security building.
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	1) Two story RCC main production building: Building height (Highest occupied floor level): 5.59 m or 18.33 ft [Height up to roof: 9.09 m or 29.83 ft], Stories above grade: 2, Story below grade: 0, Occupied levels: 2, 2) Single story RCC sub-station building: 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, Story below grade: 0, Occupied levels: 1, 3) Single story generator & air compressor 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, Story below grade: 0, Occupied levels: 1, 4) Single story RCC security building: 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, Story below grade: 0, Occupied levels: 1.
Approximate Building Area (SF):	Total area of all buildings in the factory premises: 73353.93 sft. Building wise breakdown as follows: 1) Two story RCC main production building: 72164 sft (Ground floor: 36082 sft, 1st floor: 36082 sft), 2) Single story RCC sub-station building: 550.9 sft, 3) Single story generator & air compressor shed: 471.22 sft, 4) Single story RCC security building: 167.81 sft.

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Date of Building Construction:	Factory personnel informed the date of construction as follows: Started in January 2009 and finished in July 2011 (All buildings).
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 RCC sub-station building, 2) Single story generator & air compressor shed, 3) Single story RCC security building.
Approximate Ancillary Structures Area (SF):	1) Single story RCC sub-station building: 550.9 sft, 2) Single story generator & air compressor shed: 471.22 sft, 3) Single story RCC security building: 167.81 sft.
Number of Occupants:	Total number of occupants: 832. 1) Two story RCC main production building: 827 (Ground floor: 94, 1st floor: 733), 2) Single story RCC sub-station building: 1, 3) Single story generator & air compressor shed: 1, 4) Single story RCC security building: 3.
Number of Ancillary Levels (Stories):	1) Single story RCC sub-station building: 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, Story below grade: 0, Occupied levels: 1, 2) Single story generator & air compressor 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, Story below grade: 0, Occupied levels: 1, 3) Single story RCC security building: 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, Story below grade: 0, Occupied levels: 1.



ASSESSMENT FINDINGS

Fire Protection Construction

Question:	Are exit enclosures provided with fire-resistive rated construction barriers?	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	There are four staircases in the 2 story main production building. According to occupant load on 1st floor, three of those are required as emergency stairs. The staircases are not enclosed and the exit doors are not fire door.	
Source of Findings:	Visual Assessment: Required staircases are not fire protected. Photo of staircase not provided with proper enclosure is attached.	
Suggested Plan of Action:	Provide 1 hr fire-resistive rated construction barriers at required exit enclosures. Fit outward opening, side-swinging, self-closing, non-lockable fire doors of 1 hr rating in all stairwell enclosures. Consult a qualified fire protection engineer to design the required rated construction barriers. Designate these stairs as emergency stairs and provide proper signs. Mark these stairs as emergency egress route in egress maps. Through fire drill, educate workers to use these stairs in case of emergency evacuation.	
Suggested Deadline Date:	21 Jul 2014	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	
Question:	Are openings and penetrations through rated walls and/or assemblies protected?	 
Priority Level:	High	
Non-Compliance Level:	1	
Description:	There are unprotected opening (wire mesh) on walls of store room and production area on ground floor.	
Source of Findings:	Visual Assessment: Photos of unprotected openings are provided. Photo-1: Unprotected opening at rated wall of production area. Photo-2: Unprotected opening at rated wall of store.	
Suggested Plan of Action:	Provide opening protective at all windows and other openings on all the fire rated wall across the entire premises. If these openings are not required, close these.	
Suggested Deadline Date:	14 Jul 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:	2
Description:	At ground floor the storage & work area are not fire separated. Storage and child care are also not fire separated. Walls are not up to ceiling and the doors are not fire rated. These different occupancies need to be fire separated according to Alliance Standard Part 4 Section 4.5 and BNBC Table 3.2.1 (pg-10352). Day care is located within 9 m travel distance.
Source of Findings:	Visual Assessment: Photographs of occupancies without fire separation are provided. Photo 1, 2 & 4: storage & work area and are not separated with proper fire rated barrier. Photo 3: child care & work area and are not separated with proper fire rated barrier.
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. Separate storage from the surrounding occupancies with minimum 1 hour construction barrier.
Suggested Deadline Date:	06 Oct 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:	2
Description:	No occupancy certificate available for any building in the factory premises.
Source of Findings:	Document Review: There was no occupancy certificate for any of the buildings.
Suggested Plan of Action:	Apply to BEPZA for issuance of occupancy certificate and pursue the matter to expedite.
Suggested Deadline Date:	16 Jul 2014
Standard:	Are certificates of occupancy provided for each building or ancillary structure?
Question:	Occupancy Type
Priority Level:	
Non-Compliance Level:	





Description:	1) Two story RCC main production building: [Ground floor: G2 (Cutting, finishing), H2 (Storage), F1 (Office), E3 (Dining & canteen), B2 (Daycare) 1st floor: G2 (Sewing, inspection, finishing section), 2) Single story RCC sub-station building: K1 (Transformer), H2 (Wastage store), 3) Single story generator & air compressor shed: K1 (Generator building), 4) Single story RCC security building: F1 (Office).
Source of Findings:	Visual Assessment: .
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Provide Occupancy Type for each building and structure. Reference Alliance Standards Part 3 Use and Occupancy
Question:	Construction Type
Priority Level:	
Non-Compliance Level:	
Description:	1) Two story RCC main production building: Type 1, 2) Single story RCC sub-station building: Type 1, 3) Single story generator & air compressor shed: Non-rated, 4) Single story RCC security building: Type 1.
Source of Findings:	Visual Assessment: .
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Provide construction type for each building and ancillary structure. Reference Alliance Standards Table 3.3.1
Question:	Height of Highest Occupied Floor Level Above Grade
Priority Level:	
Non-Compliance Level:	
Description:	1) Two story RCC main production building: 5.59 m or 18.33 ft, 2) Single story RCC sub-station building: 30 cm or 1 ft above grade, 3) Single story generator & air compressor shed: 30 cm or 1 ft above grade, 4) Single story RCC security building: 30 cm or 1 ft above grade.
Source of Findings:	Visual Assessment:
Suggested Plan of Action:	
Suggested Deadline	



Date:		
Standard:	Provide maximum height of highest occupied floor level above grade for each type of building and ancillary structure.	
Fire Protection 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: Documents produced by factory personnel are not compliant with NFPA 10.	
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:	13 Oct 2014	
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:	1	
Description:	Automatic fire alarm and detection system is available in the factory. But 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:	Photograph: Control panel	
Suggested Plan of Action:	Arrange for direct connection of the fire alarm system to a central monitoring station or Fire Service and Civil Defense as per Alliance Standard Part 5 Section 5.7.5 Monitoring. Until that time that monitoring can be set up, arrange a monitoring system using 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:	19 May 2014	
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring	




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:	There are 4 exits in the building. Among them 3 exits are required to be fire rated. Only one exit door was found fire rated but there was no credible certificate available. Exit widths were more than 0.8 m.	
Source of Findings:	Visual Assessment: Only one fire door was found.	
Suggested Plan of Action:	Install 1 hr rated certified fire doors at required exits.	
Suggested Deadline Date:	21 Jul 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:	Only one exit door is side hinged swinging type & at other exits there are no exit doors.	
Source of Findings:	Visual Assessment: Only one door was found side hinged swinging type.	
Suggested Plan of Action:	Install doors that are listed, approved, automatic-closing, side-swinging, fire rated doors in compatible fire rated frames with latching panic hardware at required exits.	
Suggested Deadline Date:	21 Jul 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:	2 interior exit stairways out of 4 are open to production area. The exit passageways towards exit discharge are not fire protected.	
Source of Findings:	Visual Assessment: Interior exit stairways terminate at non-rated exit passageway.	





Suggested Plan of Action:	Construct required rated walls and slab for the open exit passageway.	
Suggested Deadline Date:	27 Aug 2014	
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 discharge is not directly to the exterior of the building. There are egress courts having width less than 10 ft from adjacent property line of the building and the exterior walls of the building need 1-hr fire resistance rated construction for a distance of 3050 mm (10 ft) above the floor of the court.	
Source of Findings:	Visual Assessment: Egress courts are not fire protected. Photo is attached as evidence.	
Suggested Plan of Action:	Construct 1-hr fire resistance rated construction for a distance of 3050 mm (10 ft) above the floor of the court.	
Suggested Deadline Date:	21 Jul 2014	
Standard:	Alliance Standard Part 6 Section 6.17 Exit Discharge. See Section 16.7.2 and 16.7.3 for exceptions.	
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:	2	
Description:	Exit access corridors serving an occupant load exceeding 30 are not separated by walls having a fire-resistance rating of 1 hr. There are unprotected openings on rated walls.	
Source of Findings:	Visual Assessment: Exit access corridors are not fire protected.	
Suggested Plan of Action:	Provide fire-resistive rated assemblies at the required exit access corridors. The rated assembly should be approved and/or 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:	21 Aug 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:	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 demanded in Alliance Standard Part 6 Section 6.4.4.
Source of Findings:	Visual Assessment: Occupant loads are not posted in every assembly.
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:	02 Jul 2014
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load
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 as required in accordance with Alliance Standards Part 10 Section 10.12.2.3.
Source of Findings:	Document Review: Relevant document are found but are not complying with Alliance Standard.
Suggested Plan of Action:	Develop a testing and maintenance program that ensures the operation of all exist signs is verified at least once per year. If battery-operated signs are used, these lights shall be tested on a monthly basis. Functional testing of battery powered signs shall be provided for a minimum 90 min once per year.
Suggested Deadline Date:	02 Jul 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 plan or record of conducting periodic test for the emergency battery back up of illumination of exit sign was found 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:	02 Jul 2014
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:	In no stair there is handrail on both sides.
Source of Findings:	Photograph: Handrail
Suggested Plan of Action:	Provide handrails on both side of each stairway. Provide intermediate handrail when the stair width exceeds 2.2m (87 inch). Provide handrail of height between the range 865 mm (34 in.) and 965 mm (38 in.).
Suggested Deadline Date:	19 Nov 2014
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards
Question:	Exit signs have appropriate illumination levels and contrasting graphics.
Priority Level:	Low
Non-Compliance Level:	3
Description:	Exit signs do not have appropriate illumination levels and contrasting graphics.
Source of Findings:	Photograph: Exit sign without appropriate illumination
Suggested Plan of Action:	Make sure all required exit signs are illuminated continuously at all times. Exit signs may be illuminated either by lamps external to the sign or by lamps contained within the sign. 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/m2 may also be used.	
Suggested Deadline Date:	19 Nov 2014	
Standard:	Alliance Standard Part 10 Section 10.12.1 Exit Signs	
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 at each floor entrance from the stair to the floor in English and Bengali	
Source of Findings:	Visual Assessment: Floor level and stair designation signs are not mentioned.	
Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and the floor level in Bengali & English.	
Suggested Deadline Date:	02 Jul 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:	3	
Description:	Document or certificate by appropriate authority for training on fire fighting, first aid and rescue is not available.	
Source of Findings:	Document Review: No document regarding fire training has been found among the documents shown by factory personnel.	
Suggested Plan of Action:	Get at least 25 percent worker trained and certified in fire fighting, first aid and rescue training by the proper authority.	
Suggested Deadline Date:	19 Nov 2014	
Standard:	Alliance Standard Part 13 Human Element Programs	
Question:	An emergency evacuation plan has been developed and communicated to all employees.	
Priority Level:	Medium	



Non-Compliance Level:	3	
Description:	Through the interview it was 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:	Document Review: No proper record of developing and communicating any emergency evacuation plan has been found.	
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. and all components required by the Alliance Standards and communicate the plan to all employees. The evacuation plan shall include provisions to assist physically disabled persons. A list of all employees with physical disabilities shall be kept by the Fire Service Director.	
Suggested Deadline Date:	02 Jul 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:	2	
Description:	Fabrics stored underneath the cutting tables of cutting section.	
Source of Findings:	Visual Assessment: Storage areas underneath the cutting tables are full of combustibles.	
Suggested Plan of Action:	Remove immediately all combustibles stored underneath the cutting tables at the noted locations.	
Suggested Deadline Date:	30 Jun 2014	
Standard:	Alliance Standard Part 17 Section 13.7.2 Cutting tables.	
Question:	Training programs are implemented and documented in accordance with the Alliance Safety Training Curriculum.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	No record of training program is available in accordance with the Alliance Safety Training Curriculum on fire safety.	
Source of Findings:	Document Review: Alliance safety training curriculum was not found among the documents shown by factory personnel.	
Suggested Plan of Action:	Impart training in accordance with Alliance Safety Training Curriculum and keep record with proper documentation.	



Suggested Deadline Date:	02 Jul 2014	
Standard:	Alliance Standards Part 13	
Question:	A Fire Safety Director position has been filled.	
Priority Level:	Low	
Non-Compliance Level:	3	
Description:	No viable documentation and physical presence of Fire Safety Director was noted.	
Source of Findings:	Document Review: Viable documentation of Fire Safety Director was not found.	
Suggested Plan of Action:	Create a Fire Safety Director position and fill the position with an individual that has had sufficient training to be able to carry the required duties. The duties of the Fire Safety Director shall include the following: (1) Establish internal and external rally points and communicate to all employees in the building. (2) Fire department pre-planning. (3) Conduct safety inspections as outlined in Alliance standard 13.9. (4) Ensure all testing of fire protection equipment is conducted in accordance with Alliance standard 13.10.	
Suggested Deadline Date:	19 Nov 2014	
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:	2	
Description:	Fire department pre-planning was not found.	
Source of Findings:	Document Review: No document regarding fire department pre-planning has been found among the documents shown by factory personnel.	
Suggested Plan of Action:	Complete fire department pre-planning activities with the local Fire Service and Civil Defense.	
Suggested Deadline Date:	02 Jul 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:	2	
Description:	Written housekeeping policy was not found, which is required as per Alliance	



	Standards Part 13 Section 13.6.
Source of Findings:	Document Review: No document regarding housekeeping policy has been found among the documents shown by factory personnel.
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:	11 Feb 2015
Standard:	Alliance Standards Part 13 Section 13.6 Housekeeping
Question:	A hot-work permit program has been established.
Priority Level:	Low
Non-Compliance Level:	2
Description:	Hot work permit program is not established yet. It is required as per Alliance Standards Part 13 Section 13.4. However, hot-work is not going on in the factory right now.
Source of Findings:	Document Review: Hot work permit program was not 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 reapproval procedure etc.
Suggested Deadline Date:	19 Nov 2014
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:	2
Description:	BERC license and Electrician's license are not available. Trade License, KEPZ allotment, Fire License are available. No boiler available in the factory, so boiler license is not applicable.
Source of Findings:	Document Review: Some permits were not found.
Suggested Plan of Action:	Get all the licenses and permits required from the proper issuing authority.

Factory Name: **Mars Sportswear Ltd.**

Address: **Plot No. 15-16, Sector 1, North Patenga Karnaphuli Export Processing Zone (KEPZ) Chittagong Chittagong Bangladesh**

Assessor: **Bureau Veritas**

Date: **22 Mar 2014**



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Suggested Deadline Date:	02 Jul 2014
Standard:	Alliance Standard Part 13 Human Element Programs