INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name:	**ASWAD COMPOSITE MILLS LTD.**
Address:	**Kabirpur, Savar Savar Dhaka Bangladesh**
Assessor:	**Bureau Veritas**
Date:	**08 May 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:	ASWAD COMPOSITE MILLS LTD.
Address:	Kabirpur, Savar Savar Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Savar
Zip Code:	1449
Audit Duration:	1 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	05-09-2014
Final Report Date:	06-28-2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	There are 6 buildings. 1) Main Building-1; 2) Main Building-2; 3) Ancillary Building-1; 4) Guard Room; 5) Sub-station Room; 6) Parking Shed.
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	1) Main Building-1 - Building height: 19.51 m (64.00 ft), Stories: 6; 2) Main Building-2 - Building height: 12.20 m (40.00 ft), Stories: 3.
Approximate Building Area (SF):	1) Main Building-1: 174,000 SF (GF through 5th: 29000 SF each); 2) Main Building-2: 60,000 SF (GF through 2nd: 20000 SF each).
Date of Building Construction:	1) Main Building-1: Completed in 2006; 2) Main Building-2: Completed in 2006; 3) Ancillary Building-1: Completed in 2009; 4) Guard Room: Completed in 2006; 5) Sub-station Room: Completed in 2006; 6) Parking Shed: Completed in 2006.
Date of Last Building Renovation/Addition:	No record of renovation or addition was found.
Ancillary Structures in Complex:	1) Ancillary Building-1; 2) Guard Room; 3) Sub-station Room; 4) Parking Shed.
Approximate Ancillary Structures Area (SF):	1) Ancillary Building-1: 4,080 SF (GF through 3rd: 1,020 SF each); 2) Guard Room: 100 SF; 3) Sub-station Room: 150 SF; 4) Parking Shed: 150 SF.

Number of Occupants:	Total occupant load: 1,861. 1) Main Building-1: 1,776 (GF: 55, 1st: 10, 2nd: 113, 3rd: 532, 4th: 527, 5th: 539); 2) Main Building-2: 61 (GF: 47, 1st: 6, 2nd: 8); 3) Ancillary Building-1: 16 (GF: 4, 1st: 2, 2nd: 10, 3rd: 0); 4) Guard Room: 4; 5) Sub-station Room: 2; 6) Parking Shed: 2.
Number of Ancillary Levels (Stories):	1) Ancillary Building-1 - Building height: 12.8 m (42.00 ft), Stories: 4; 2) Guard Room - Building height: 3 m (10 ft), Stories: 1; 3) Sub-station Room - Building height: 3 m (10 ft), Stories: 1; 4) Parking Shed - Building height: 3 m (10 ft), Stories: 1.
Occupancy Type:	1) Main Building-1: GF: H2 (Storage), F1 (Office), E4 (Training Center), B2 (Day care), D1 (Doctor room), K1 (Boiler), 1st: H2 (Storage), 2nd: G2 (Factory), E3 (dining), E4 (Prayer Room), 3rd: H2 (Storage), 4th: G2 (Factory), 5th: G2 (Factory); 2) Main Building-2: GF: G2 (Knitting), 1st: H2 (Storage), 2nd: H2 (Storage); 3) Ancillary Building-1: GF: K1 (Pump Room, Generator Room), 1st: E4 (Kitchen, Dining), 2nd: A3 (Guard Accommodation), 3rd: A3 (Ansar accommodation); 4) Guard Room: F1 (Guard room); 5) Sub-station Room: K1 (Sub-station room); 6) Parking Shed: K1 (Car parking shed).
Construction Type:	1) Main Building-1: Type 1, 2) Main Building-2: Non-rated, 3) Ancillary Building-1: Type 1, 4) Guard Room: Type 1, 5) Sub-station Room: Type 1, 6) Parking Shed: Non-rated.
Height of Highest Occupied Floor Level Above Grade:	1) Main Building-1: 16.46 m (54.00 ft); 2) Main Building-2: 7.62 m (25 ft); 3) Four story RCC Building: 9.76 m (32.00 ft); 4) Guard Room: at grade; 5) Sub-station Room: at grade; 6) Parking Shed: at 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:	Exterior walls of Main Building-1 close to (less than 5 ft from) Ancillary Building-1 are penetrated for installing electrical cables from 3rd floor to ground floor. The penetrations are not sealed or protected. Moreover, non-rated openings are available on those exterior walls.	
Source of Findings:	Photograph: Exterior wall is penetrated by electrical cables.	
Suggested Plan of Action:	Provide fire-resistive rated opening and penetration protection for rated walls and assemblies in accordance with Alliance Standard Sections 4.6 and 4.7. Consult a qualified fire protection engineer to design the required opening protectives and penetration systems.	
Suggested Deadline Date:	12 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:	Is each floor separated with a fire-resistive rated construction barrier?	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Main Building-2 is constructed with decking sheet over RCC Casting, which is not fire-rated.	
Source of Findings:	Visual Assessment: Floors are not separated with fire-resistive rated construction barriers in Main Building-2.	
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between floors in accordance with Alliance Standard Section 4.5. Consult a qualified fire protection engineer to design the rated construction barriers.	
Suggested Deadline Date:	16 Jan 2015	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	

Question:	Are exit enclosures provided with fire-resistive rated construction barriers?
Priority Level:	High
Non-Compliance Level:	3
Description:	There are 3 staircases in Main Building-1. None of the staircases is fireproof. For two staircases, there are no certified fire doors on any floor. At south-east corner staircase, fire doors are installed on each floor having credible certificates. In the staircase of the Ancillary Building-1, there are unprotected openings towards Main Building-1. Exit enclosures of Main Building-2 are not fire protected.
Source of Findings:	Visual Assessment: Exit enclosures were found unprotected in different buildings.
Suggested Plan of Action:	Provide fire-resistive rated construction barriers and associated opening protection for exit enclosures in accordance with Alliance Standard Sections 4.5 and 4.6. 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:	Are separations between hazards provided with fire-resistive rated construction barriers.
Priority Level:	Medium
Non-Compliance Level:	3
Description:	Occupancy separations are not provided on 2nd floor of Main Building-1 between dining, prayer room, store and production area (separated by MS grill and glass partition). These different occupancies need to be fire separated.
Source of Findings:	Photograph: Dining is beside of store on 2nd floor., Visual Assessment: Occupancy separations are not provided on 2nd floor of 6 story RCC building between dining, prayer room, store and production area.
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:	22 Nov 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:	1

Description:	No occupancy certificate is available for any building in the factory premises.
Source of Findings:	Document Review: No occupancy certificate was found for any building in the factory premises.
Suggested Plan of Action:	Apply to Shimulia Union Parishod in an expeditious manner for issuance of the Certificates of Occupancy for each building and ancillary structure according to building use.
Suggested Deadline Date:	21 Nov 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:	The height of the highest occupied floor of Main Building-1 is 16.46 m (54.00 ft), which is more than 10 m (33 ft) above grade, so a Class-III standpipe system is required for the building. There is no standpipe system in the building that meets the requirement of NFPA 14, 20, 22 and 25. Only a class II standpipe system is available in all buildings. 40 mm fabric hoses (UL Standard) are connected to an underground water reservoir. On the roof, hose pressure was found to be sufficient. Hose size, pressure, and water capacity are sufficient.	
Source of Findings:	Photograph: Hose pressure on roof., Visual Assessment: Only a class II stand pipe system is available in all buildings. 40 mm fabric hoses (UL Standard) are connected to an underground water reservoir. On the roof, hose pressure was found to be sufficient. Hose size, pressure, and water capacity are sufficient.	
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 and review to be completed 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 5.4.3.2.	
Suggested Deadline Date:	19 Dec 2014	
Standard:	Does the building have a standpipe system installed where required. Alliance Standard Part 5 Section 5.4.2	

Question:	Does the building have a fire pump?
Priority Level:	High
Non-Compliance Level:	3
Description:	The pump available is dedicated for fire fighting. There is jockey pump and the pump is connected to alternative power source. However it does not comply with the requirements of Alliance Standards and NFPA 20. The capacity of the water reservoir is sufficient.
Source of Findings:	Visual Assessment: Fire pump was found during site visit.
Suggested Plan of Action:	Install a pump dedicated for fire fighting or fire protection following the requirements of NFPA 20. Fire pump installation is to be tested for final acceptance in presence of Alliance and a final inspection of the installation shall be conducted by the Alliance prior to final acceptance. 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. This pump is to be connected to alternative power source like generator and the generator is to be connected with ATS (auto starter).
Suggested Deadline Date:	22 Nov 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:	2
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 Defence is not also capable of monitoring fire alarm and detection systems of the factories.
Source of Findings:	Visual Assessment: No central station for monitoring service is available.
Suggested Plan of Action:	Arrange for direct connection of the fire alarm system to a central monitoring station or Fire Service and Civil Defence. 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:	21 Nov 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:	Class III standpipe system is not installed in the building according NFPA 14. Inspection, maintenance and testing procedures of the installed standpipe and hose are not documented and up to date.
Source of Findings:	Visual Assessment: No document regarding inspection, maintenance and testing procedure of installed standpipe and hose system were found among the documents shown by the factory personnel.
Suggested Plan of Action:	Install class III standpipe system at required locations designed by a qualified fire protection engineer. The system is to be compliant with the requirements of NFPA 14. Then establish an inspection, maintenance, and testing program for the standpipe and hose system. Program must comply with the requirements of NFPA 25 Chapter 6 Table 6.1.1.2.
Suggested Deadline Date:	22 Nov 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:	Class III standpipe system is not installed in the building according to NFPA 14. Signage for the available standpipe system is not installed.
Source of Findings:	Visual Assessment: No signage for the available standpipe system was found in the building.
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:	22 Nov 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:	2
Description:	Inspection, maintenance, and testing procedures of the existing fire pump is not documented and up to date.

Source of Findings:	Document Review: No document regarding inspection, maintenance and testing procedure of fire pump was found in the documents shown by the factory personnel.	
Suggested Plan of Action:	Install a pump dedicated for fire fighting or fire protection following the requirements of NFPA 20. Then establish an inspection, maintenance, and testing program for the fire pump. Program must comply with NFPA 25.	
Suggested Deadline Date:	22 Nov 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:	2	
Description:	On the ground floor of Main Building-2, one exit discharge opens directly towards an egress court between two buildings and the boundary wall was not fire protected.	
Source of Findings:	Photograph: Exit discharge is not fire protected.	
Suggested Plan of Action:	Route exits directly to the exterior or provide an exit passageway in accordance with Alliance Standard Section 6.15 or an Egress Court in accordance with Alliance Standard Section 6.17.2 for non-compliant arrangements. Consult a qualified fire protection engineer to design and/or approve the required exit passageway or egress court.	
Suggested Deadline Date:	19 Dec 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:	2	
Description:	There are collapsible gates with locking arrangement at some egress locations.	
Source of Findings:	Visual Assessment: Collapsible gates with locking arrangement were found.	
Suggested Plan of Action:	Remove all noncompliant doors at the noted locations. Doors may be locked where the latch and lock are disengaged with one motion where the occupant	

	load does not exceed 49 persons. Turning a door handle and disengaging a lock are considered two motions. Doors may be provided with locking hardware from the ingress side provided that a panic bar is installed on any door with an occupant load exceeding 49 persons.	
Suggested Deadline Date:	14 Nov 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:	2	
Description:	Door widths were sufficient in accordance with Alliance Standard in all buildings but do not have required ratings. Some exits are collapsible type. Some fire doors are fitted having credible certificates.	
Source of Findings:	Photograph: Door widths were sufficient in accordance with Alliance Standard in all buildings and credible certificate was found for installed fire doors., Visual Assessment: Door widths were sufficient in accordance with Alliance Standard in all buildings.	
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:	14 Nov 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:	2	
Description:	Some of the doors in the means of egress are collapsible.	
Source of Findings:	Photograph: Doors in the means of egress are collapsible type.	
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:	21 Nov 2014	
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	

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 a conspicuous space near the main exits or exit access doorways.
Source of Findings:	Visual Assessment: Occupant loads were not posted in the buildings.
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:	14 Nov 2014
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load
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:	3
Description:	One of the main production buildings is 6 story, but doors are not provided with re-entry. Exit doors with re-entry are required on 5th floor (when starting at the top level).
Source of Findings:	Visual Assessment: No re-entry door was available at required locations.
Suggested Plan of Action:	Provide re-entry to floor levels from the stairwells in accordance with Alliance Standard Section 6.8.3.
Suggested Deadline Date:	14 Nov 2014
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates
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.
Source of Findings:	Document Review: Record of verifying emergency power for means of egress illumination was not found.

Suggested Plan of Action:	Develop a testing and maintenance program that ensures the operation of 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 minutes once per year.	
Suggested Deadline Date:	14 Nov 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 record of testing emergency power for exit signs was found.	
Source of Findings:	Document Review: No record of testing emergency power for exit signs was found.	
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:	21 Nov 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:	Handrails are not provided on both sides of each stairway.	
Source of Findings:	Visual Assessment: Handrails are not provided on both sides of each stairway.	
Suggested Plan of Action:	Provide handrails on both sides of each stairway. Provide intermediate handrails when the stair width exceeds 2.2 m (87 inch). Provide a handrail of height between the range 865 mm (34 in.) and 965 mm (38 in.).	
Suggested Deadline Date:	22 Nov 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards	

Question:	Stair designation signs are provided at each floor entrance from the stair to the floor in English and Bengali. Signs indicate the name of the stair and the floor level. Signs are posted adjacent to the door.	
Priority Level:	Low	
Non-Compliance Level:	3	
Description:	Stair designation signs are not provided at each floor entrance from the stair to the floor in English and Bengali. Signs are not posted adjacent to the door.	
Source of Findings:	Visual Assessment: Floor level and stair designation signs were not mentioned.	
Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and the floor level in both English and Bengali.	
Suggested Deadline Date:	14 Nov 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:	2	
Description:	Required number of people were not trained and certified in fire fighting, first aid, and rescue training by the appropriate authority. A few people are trained and certified.	
Source of Findings:	Document Review: A few people were found trained and certified among the documents shown by the factory concerned person., Photograph: Certificate of trained people.	
Suggested Plan of Action:	Train and certify at least 25 percent of workers in fire fighting, first aid and rescue training by the proper authority.	
Suggested Deadline Date:	23 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:	2	
Description:	Through the interviews, it was noted that the workers are aware of the	

	evacuation procedure upon commencement of the alarm. However, no procedure-defining evacuation process document was available.	
Source of Findings:	Document Review: No relevant documents was found.	
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. 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:	21 Nov 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
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 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:	Implement training programs and document in accordance with the Alliance Safety Training Curriculum.	
Suggested Deadline Date:	21 Nov 2014	
Standard:	Alliance Standards Part 13	
Question:	A written housekeeping policy is established and enforced.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	Written housekeeping policy was not found.	
Source of Findings:	Document Review: No document regarding housekeeping policy was 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.	
Suggested Deadline Date:	15 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, although it is required. However, hot-work is not going on in the factory right now.
Source of Findings:	Document Review: Relevant document was not found.
Suggested Plan of Action:	Develop a hot work permit program. The program must comply with the requirements of NFPA 51B.
Suggested Deadline Date:	22 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:	All applicable permits are up to date including the fire license and boiler license. BERC license was not available. They applied for the issuance of certificate.
Source of Findings:	Document Review: BERC license was not found.
Suggested Plan of Action:	Apply to BERC for issuing the license for generators.
Suggested Deadline Date:	21 Nov 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: 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 Defence.
Suggested Deadline Date:	21 Nov 2014

Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	