INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name:	**Unique Designers Ltd**
Address:	**Kalameshar K.B. Bazar Gulshan Gazipur Dhaka Bangladesh**
Assessor:	**Bureau Veritas**
Date:	**15 Apr 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:	Unique Designers Ltd
Address:	Kalameshar K.B. Bazar Gulshan Gazipur Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Gazipur
Zip Code:	1704
Audit Duration:	1 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	05-08-2014
Final Report Date:	05-30-2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	There are 5 buildings in the premises. These are: 1. Production Building 2. Child care and Security Building 3. R.M.S. and Time section 4. Utility shed 5. Generator shed
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	1. Main Building:- Highest occupied floor level: 16.95 m (55.6 ft), Height up to roof: 20 m (65.6 ft), Stories above grade: 6 (top floor is being used as occupied roof), Stories below grade: 0, Occupied levels: 6. 2. Child care & security Building:- Highest occupied floor level: at finished grade, Height up to roof: 3.5 m (11.48 ft), Stories above grade: 1, Stories below grade: 0, Occupied levels: 1. 3. R.M.S & Time section building: Highest occupied floor level: at grade, Height from up to roof: 3.5 m (11.48 ft), Stories above grade: 1, Stories below grade: 0, Occupied levels: 1. 4. Utility shed: Highest occupied floor level: at grade, Height up to roof: 5 m (16.4 ft), Stories above grade: 1, Stories below grade: 0, Occupied levels: 1. 5. Generator shed: Highest occupied floor level: at grade, Height up to roof: 3 m (9.84 ft), Stories above grade: 1, Stories below grade: 0, Occupied levels: 1.
Approximate Building Area (SF):	Total Area: 158938 sft. 1. Production Building: 156310 sft, 2. Child care & Security Building: 800 sft, 3. R.M.S. & Time section Building: 300 sft, 4. Utility Shed: 870 sft, 5. Generator Shed: 658 sft.
Date of Building Construction:	2000 (Verbally informed)
Date of Last Building Renovation/Addition:	2012(5th floor Ware House at Main Production Building)
Ancillary Structures in Complex:	There are 4 nos of ancillary structures as mentioned hereafter with their usage: 1. Child care & Security Building 2. R.M.S. & Time section Building 3. Utility Shed 4. Generator Shed
Approximate Ancillary Structures Area (SF):	1. Child Care & Security Building: 800 sft, 2. R.M.S. & Time section Building: 300 sft, 3. Utility Shed: 870 sft, 4. Generator Shed: 658 sft.
Number of Occupants:	Total no. of occupants: 2013 1. Production Building: 2001 (GF: 440, 1st: 200, 2nd: 271, 3rd: 400, 4th: 689, 5th: 1), 2. Child Care & Security Building: 8, 3. R.M.S. & Time section: 2, 4. Utility Shed: 1, 5. Generator Shed: 1.
Number of Ancillary Levels (Stories):	1. Child care & security Building: Building Height (Highest occupiable floor level) at finished grade [Height up to Roof: 3.5m or 11.48 ft] Stories above grade: 1, Stories below grade: 0, Occupied levels: 1, 2. R.M.S & Time section Building: Building Height (Highest occupiable floor level) at finished grade [Height up to Roof: 3.5m or 11.48 ft] Stories above grade: 1, Stories below grade: 0, Occupied levels: 1, 3. Utility shed: Building Height (Highest occupiable floor level) at finished grade [Height up to Roof: 5 m or 16.4 ft] Stories above grade: 1, Stories below grade: 0, Occupied levels: 1. 4. Generator shed: Building Height (Highest occupiable floor level) at finished grade [Height up to Roof: 3 m or 9.84 ft] Stories above grade: 1, Stories below grade: 0, Occupied levels: 1.
Occupancy Type:	1. Production Building: G2. 2. Child care & Security building: B2, F1. 3. R.M.S. & Time section building: K1. (Miscellaneous) 4. Utility shed: K1. 5. Generator shed: K1
Construction Type:	1. Production building: Type-1 (RCC), 2. Child care & Security building: Type-1 (RCC), 3.R.M.S. & Time section building: Type-1 (RCC), 4. Utility shed: Non-Rated (prefab shed), 5. Generator shed: Non-Rated (masonry construction with tin roof)
Height of Highest Occupied Floor Level Above Grade:	1. Main Building: Building Height (Highest occupiable floor level) 16.95 m or 55.6 ft [Height up to Roof: 20m or 65.6 ft] 2. Child care & security Building: Building Height (Highest occupiable floor level) at finished grade [Height up to Roof: 3.5m or 11.48 ft] 3. R.M.S & Time section Building: Building Height (Highest occupiable floor level) at finished grade [Height up to Roof: 3.5m or 11.48 ft] 4. Utility shed: Building Height (Highest occupiable floor level) at finished grade [Height up to Roof: 5 m or 16.4 ft] 5. Generator shed: Building Height (Highest occupiable floor level) at finished grade [Height up to Roof: 3 m or 9.84 ft]

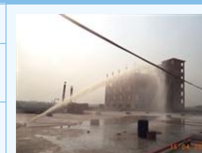
ASSESSMENT FINDINGS

Fire Protection Construction		
Question:	Are openings and penetrations through rated walls and/or assemblies protected?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	Fire doors are installed at two staircases (south and north stairs) from ground floor to 4th floor but are not installed at 5th floor, which is being used as an occupied roof. Certificates for fire doors are not available. At other two stairs (south-middle and north-middle stairs), fire doors are not installed on any floor. Openings in rated walls of boiler room, generator room and chemical store at ground floor of main building are not fire protected.	
Source of Findings:	Photograph: Opening of boiler and generator room are not fire rated.	
Suggested Plan of Action:	Install fire rated doors and windows or fill in unprotected openings with fire resistive rated assemblies.	
Suggested Deadline Date:	01 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:	2	
Description:	There are four stairs in the production building. Fire doors are installed at stairs of south and north sides on all floors except 5th floor, which is being used as an occupied roof. Certificates of fire doors are not available. Fire doors are not installed at the other two stairs on any floor of the building. There are openings in exterior wall of production area within 10 ft of a staircase which has no wall on two sides.	
Source of Findings:	Photograph: Fire doors are installed in two stairs. Also, stairs are not enclosed by fire-rate barrier.	
Suggested Plan of Action:	Provide 2 hr fire-resistive rated construction barriers at exit enclosures. Fit doors that swing in the direction of egress, side-swinging, self-closing, non-lockable fire doors 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:	01 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:	Generator shed is 7 ft far from the main building without proper fire separation. Boiler room and substation room are not fire separated from surrounding occupancy. Chemical store at ground floor shall be classified as storage (H2) according BNBC part 3 section 2.13.1.3. All these occupancy shall be separated from surrounding occupancy according to Alliance Standard 3.4.2.1. In-process goods are kept haphazardly in various floors not maintaining the requirement for miscellaneous storage (area 250 sft, height 8 ft, separation from adjacent area 10 ft) as per the Alliance Standard.	
Source of Findings:	Photograph: Chemical store is without fire separation and miscellaneous storage is not kept as per Alliance Standard requirements.	
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types following Table 4.4.1 of Alliance Standard. Consult a qualified fire protection engineer to design the required rated construction barrier. Keep the in-process goods on floors in a maximum area of 250 sft, height 8 ft, separation from adjacent area 10 ft.	
Suggested Deadline Date:	24 Nov 2014	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	

Question:	If the building contains a vertical opening known as an atrium, have provisions been made to comply with Alliance Standard 3.7?
Priority Level:	Medium
Non-Compliance Level:	2
Description:	On the ground floor, the ceiling is open to the 1st floor to create an atrium. The atrium is not fire separated from the adjacent space. An automatic sprinkler system is also not installed. This violates the requirements of Alliance Standards.
Source of Findings:	Photograph: Building contains a vertical opening without any fire separation
Suggested Plan of Action:	Provide 1 hr fire resistive separation to separate the atrium from the adjacent spaces where smoke control is provided based on engineering analysis. Or, Provide 2 hr fire-resistance rated construction to separate the atrium from rest of the building where egress paths do not pass through the atrium and where emergency workers are not required to access the atrium.
Suggested Deadline Date:	24 Nov 2014
Standard:	Reference Alliance Standards Section 3.7 Atrium

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 on the factory premises.
Source of Findings:	Document Review: There was no occupancy certificate for any of the buildings among the documents shown by the factory's staff.
Suggested Plan of Action:	Apply to RAJUK for issuance of occupancy certificate and pursue expedition of the matter.
Suggested Deadline Date:	21 Jul 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:	A class III standpipe system needs to be installed throughout the building at required stairwells as per Alliance Standards, but only a class II stand pipe system is installed in the main building. At all floors except roof, 4 class-II standpipe hose connections (40 mm) are installed. At roof, there are 2 hose connections. At roof, hose pressure was less than 4.5 bar. Hose size and pressure are not sufficient and nozzle is fixed type.
Source of Findings:	Photograph: Insufficient hose pressure was found in installed class II standpipe system.
Suggested Plan of Action:	Install a NFPA 14-compliant standpipe system at required locations designed by a qualified fire protection engineer. All standpipe system installations and hydraulic calculations shall be reviewed by the Alliance prior to commencement of installation.
Suggested Deadline Date:	01 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:	A fire pump is available, but it does not comply with the requirements of Alliance Standards. Hydraulic calculation for installed standpipe system is not available. The pump is not connected to an alternative power source. The capacity of the water reservoir is not sufficient.

Source of Findings:	Photograph: The fire pump is without backup power.	
Suggested Plan of Action:	Upgrade current pump or install a pump dedicated for 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 shall be conducted by the Alliance prior to final acceptance. Acceptance testing of the installation shall be in accordance with NFPA 25 testing requirements. Documentation of all testing shall be submitted to the Alliance for review prior to final acceptance.	
Suggested Deadline Date:	15 Jul 2014	
Standard:	Alliance Standard Part 5 Fire Protection Systems	
Question:	Are fire department connections provided and clearly identified for the Fire Protection Systems?	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Fire department connections (inlet and outlet) are not provided to allow fire department pumper equipment to supplement the fire protection systems.	
Source of Findings:	Visual Assessment: Fire department connections were not found.	
Suggested Plan of Action:	Fire department (Siamese) inlet connections shall be provided to allow fire department pumper equipment to supplement the fire protection systems. Fire department outlet connections shall be provided to allow fire department pumper vehicles to draw water from ground- level or underground water storage tanks. Connections shall match the Fire Service and Civil Defence hose thread standard.	
Suggested Deadline Date:	24 Nov 2014	
Standard:	Alliance Standard Part 5 Section 5.5.4 Fire Department Connections	
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 staff. 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:	Photograph: Monthly inspection card of extinguisher.	
Suggested Plan of Action:	Inspect, test and maintain fire extinguishers in accordance with requirements of NFPA 10.	
Suggested Deadline Date:	12 Nov 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:	An automatic fire alarm and detection system is available in the factory. However, there is no monitoring company in Bangladesh. Fire service and civil defense are not capable of monitoring fire alarm and detection systems of the factories.	
Source of Findings:	Visual Assessment: Fire alarm and detection system are not monitored by a central station.	
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 Standards. Until the 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:	15 Jun 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.	

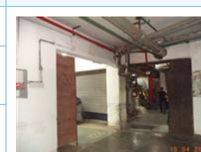
Priority Level:	Low
Non-Compliance Level:	2
Description:	There is no test and maintenance plan or record for testing and maintaining the installed class II standpipe system as per NFPA 25.
Source of Findings:	Document Review: There is no test and maintenance plan or record for testing and maintaining the standpipe system as per NFPA 25.
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the standpipe and hose system. Program must comply with NFPA requirements.
Suggested Deadline Date:	24 Nov 2014
Standard:	Reference NFPA 25 Chapter 6 Standpipe and Hose Systems Table 6.1.1.2

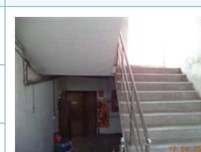
Question:	Is signage for the standpipe system installed at required locations and on required components?
Priority Level:	Low
Non-Compliance Level:	2
Description:	Signage for the standpipe system is not available.
Source of Findings:	Visual Assessment: Signage for the standpipe system was not found.
Suggested Plan of Action:	Install required identification signs at the noted locations. Signage must comply with NFPA 14 requirements.
Suggested Deadline Date:	21 Jul 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:	Inspection, maintenance, and testing procedures for the fire pump are not documented and up to date.
Source of Findings:	Document Review: There is no test and maintenance plan or records for testing and maintaining the stand pipe system.
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the fire pump. Program must comply with NFPA requirements.
Suggested Deadline Date:	24 Nov 2014
Standard:	Reference NFPA 25 Chapter 8 Fire Pumps

Means of Egress

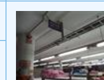
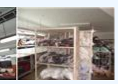
Question:	Aisles are provided with the minimum unobstructed clear width of 0.9 m (36 in) based on occupant loads.
Priority Level:	High
Non-Compliance Level:	3
Description:	Some aisles on 4th floor of main building were found obstructed by column.
Source of Findings:	Photograph: Aisles width found obstructed by column.
Suggested Plan of	Keep aisles free and unobstructed at all times. Aisles shall be provided with a minimum unobstructed clear-width of 0.9 m (36 inches).

Action:		
Suggested Deadline Date:	01 Sep 2014	
Standard:	Higher occupancy loads will require a greater width to accommodate the increased load. Alliance Standard Part 6 Section 6.5 Egress Width	
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:	On ground floor, there are 7 exits including 4 stairs (serving the upper levels). 3 out of 4 stairs lead directly to the street and southeast stair discharges through an egress court between generator shed and production building which is not fire rated. From the west side of ground floor 3 exits discharge through an egress court which is not fire rated. Among them 2 exits pass beside the boiler and generator room on west side, one exit (southwest) passes beside the utility shed. Also all the three exit discharge passes between generator shed and production building on east side which is not fire rated.	
Source of Findings:	Photograph: Exit discharge at southeast and southwest stairs without any fire separation.	
Suggested Plan of Action:	Provide rated exit passageway i.e. protected path of egress from the exit enclosure to the public way. 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:	01 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 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:	Door widths are more than 0.8m, but all doors along the path of egress (i.e. doors leading to staircases) in buildings are not fire doors.	
Source of Findings:	Photograph: Doors along the path of egress are not fire rated.	
Suggested Plan of Action:	Provide 1 hr fire protective opening assemblies in 1 hr rated exit enclosures. Provide 1.5 hr fire protective opening assemblies in 2 hr rated exit enclosures. Exits connecting three or fewer stories shall be enclosed with a minimum 1-hr fire-resistance rating. Exits connecting four or more stories shall be enclosed with a minimum 2-hr fire-resistance rating. Exits shall be enclosed with the same fire-resistance rating as the floor penetrated but will not need to exceed 2 hr.	
Suggested Deadline Date:	01 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:	There are collapsible doors, steel rolling shutter doors, & wooden swinging doors with locking arrangements at some egress locations.	
Source of Findings:	Photograph: Collapsible doors and wooden type doors are available in means of egress.	
Suggested Plan of Action:	Replace all collapsible, sliding, roll-down gates and shutters in means of egress with side-hinged swinging type doors of proper width and rating in accordance with Alliance Standard.	
Suggested Deadline Date:	01 Sep 2014	
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	

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:	On 1st floor of main building, exit access corridor is partly a brick wall partition with an aluminum and wooden side swinging door, which is not 1 hour fire rated.	
Source of Findings:	Photograph: Corridor on 1st floor has no fire separation.	
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 in accordance with Alliance Standards.	
Suggested Deadline Date:	01 Sep 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:	Interior exit stairways and ramps terminate at an exit discharge except where terminating at a rated exit passageway.	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	On ground floor 3 out of 4 stairs lead directly to the street and southeast stair discharges through an egress court (7 ft wide) between generator shed and production building which is not fire rated.	
Source of Findings:	Visual Assessment: Southeast stair discharges through an egress court.	
Suggested Plan of Action:	Provide walls having 1-hr fire resistance rated construction for a distance of 3050 mm (10 ft) above the floor of the court.	
Suggested Deadline Date:	02 Dec 2014	
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:	There were no occupant loads posted in any buildings near the main point of egress.	
Source of Findings:	Visual Assessment: No occupant loads are posted in any buildings 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:	07 Jul 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:	None of the stairs have handrails on both sides in each building of the factory premises.	
Source of Findings:	Photograph: None of the stairs have handrails on both sides in each building of factory premises	

Suggested Plan of Action:	Install handrails on both sides of the stairs in accordance with Alliance Standards.	
Suggested Deadline Date:	01 Sep 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards	
Question:	All occupied roofs are provided with parapets or guards with a minimum height of 1067 mm (42 in.).	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	The parapet height is 31 inches on the main building. All occupiable roofs shall be provided with parapets or guards with a minimum height of 1067 mm (42 in.).	
Source of Findings:	Photograph: Parapet height is insufficient.	
Suggested Plan of Action:	Provide parapets or guards for all occupied roofs of a minimum height of 1067 mm (42 in.) as per the Alliance Standard.	
Suggested Deadline Date:	24 Nov 2014	
Standard:	Alliance Standard Part 6 Section 12 Handrails and Guards	
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:	There were no documents regarding periodical tests of emergency power for means of egress illumination.	
Source of Findings:	Visual Assessment: No relevant document was found.	
Suggested Plan of Action:	Develop a testing and maintenance program that ensures the operation of all exit signs is verified at least once per year. If battery-operated signs are used, these signs 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:	07 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 tests of the emergency battery backup for illumination of exit signs was available.	
Source of Findings:	Visual Assessment: No relevant document available.	
Suggested Plan of Action:	Develop a testing and maintenance program that ensures the emergency power for exit signs are to be tested at least once per year. Since a battery backup is used, these signss are required to be tested on a monthly basis. Functional testing of battery powered signs must be provided for a minimum of 90 min once per year.	
Suggested Deadline Date:	07 Jul 2014	
Standard:	Alliance Standard Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape.	
Question:	Interior finishes for means of egress meet the rating requirements for Class A, B and C materials.	
Priority Level:	Medium	

Non-Compliance Level:	1	
Description:	The interior finish of the means of egress are of plaster and non-combustible paints. No document proving the class of interior finishes is available.	
Source of Findings:	Visual Assessment: Interior finishes do not have proof of rating.	
Suggested Plan of Action:	Get documents about classes of interior finishes from the manufacturer. Replace non-compliant finishes with finishes to be in accordance with Alliance standard 6.3.2	
Suggested Deadline Date:	15 Nov 2014	
Standard:	Alliance Standard Part 6 Section 6.3.2 Interior Finish	
Question:	Exits are limited to Class A and Class B interior materials.	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	Exits are of brick walls with plaster and water-based paints. No document proving the class of interior materials of exits is available.	
Source of Findings:	Visual Assessment: Exits are made of brick walls.	
Suggested Plan of Action:	Get documents about classes of interior materials of exits. Remove non-compliant materials and replace with materials meeting the requirements of class A or class B materials.	
Suggested Deadline Date:	15 Nov 2014	
Standard:	Alliance Standard Part 6 Section 6.3.2 Interior Finish	
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:	2	
Description:	Floor level is posted at each floor entrance in English and Bengali, but the stair designation is not mentioned.	
Source of Findings:	Photograph: Improper stair designation signs are available all through the buildings	
Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and the floor level in accordance with the Alliance Standard.	
Suggested Deadline Date:	07 Jul 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs	
Fire Safety Programs		
Question:	An emergency evacuation plan has been developed and communicated to all employees.	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	Workers are aware of the evacuation procedure upon commencing of the alarm. However, no procedure defining the evacuation process was available.	
Source of Findings:	Document Review: A developed evacuation plan was unavailable.	
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 as required.	

Suggested Deadline Date:	07 Jul 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 was available in accordance with the Alliance Safety Training Curriculum on fire safety.	
Source of Findings:	Document Review: No record of training program was available on fire safety.	
Suggested Plan of Action:	Implement training program with proper documentation in accordance with the Alliance Safety Training Curriculum on fire safety.	
Suggested Deadline Date:	07 Jul 2014	
Standard:	Alliance Standards Part 13	
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 on 2nd floor of the main building.	
Source of Findings:	Photograph: Storage areas underneath the cutting tables	
Suggested Plan of Action:	Remove all combustibles stored underneath the cutting tables at the noted locations.	
Suggested Deadline Date:		
Standard:	Alliance Standard Part 17 Section 13.7.2 Cutting tables.	
Question:	A Fire Safety Director position has been filled.	
Priority Level:	Low	
Non-Compliance Level:	3	
Description:	No dedicated Fire Safety Director was found in the factory, but the compliance manager works as a fire safety director.	
Source of Findings:	Document Review: No documentation related to Fire Safety Director position was found.	
Suggested Plan of Action:	Create a Fire Safety Director position and fill the position with an individual that has sufficient training to carry out the required duties.	
Suggested Deadline Date:	24 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 has not been completed.	

Source of Findings:	Document Review: No fire department pre-planning documentation was found.	
Suggested Plan of Action:	Complete fire department pre-planning activities with the local Fire Service and Civil Defense in accordance with Alliance Standard.	
Suggested Deadline Date:	07 Jul 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	Are all applicable permits up to date including Fire License & Boiler License.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	One electrician is available but the license is expired. Some acids are used in operations but an acid license was not found.	
Source of Findings:	Document Review: One electrician is available but the license is expired. , Photograph: List of acids used in operation.	
Suggested Plan of Action:	Re-validate the electrician license from Bangladesh Bidyut License Prodankari Board and obtain the acid license from the DC office.	
Suggested Deadline Date:	30 Jun 2014	
Standard:	Alliance Standard Part 13 Human Element Programs	
Question:	A written housekeeping policy is established and enforced.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	A written housekeeping policy is not been established or enforced.	
Source of Findings:	Document Review: No documentation on written housekeeping policy was found.	
Suggested Plan of Action:	Establish written corporate and plant policies on housekeeping to ensure scheduled cleaning for floor, wall, ceiling, supply and return air ventilation systems. Promptly reschedule skipped cleanings. Provide a documented line of authority for authorizing a cleaning delays 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 m2 (500 ft2). Limit dense deposits to 6 mm (¼ in.) and oil saturated deposits to 3.2 mm (⅛ in.).	
Suggested Deadline Date:	16 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:	1	
Description:	No up-to-date documentation of a hot-work permit was found.	
Source of Findings:	Document Review: No up-to-date documentation of a hot-work permit was available.	
Suggested Plan of Action:	Develop a NFPA 51B-compliant hot-work permit program. In general, this program should address the process of request and approval of authorities, necessary checks prior to approval, standby fire watch and fire fighting equipment, sounding of alarm procedure, duration and expiry of permit, and re-approval procedure, etc.	
Suggested Deadline Date:	24 Nov 2014	
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B	