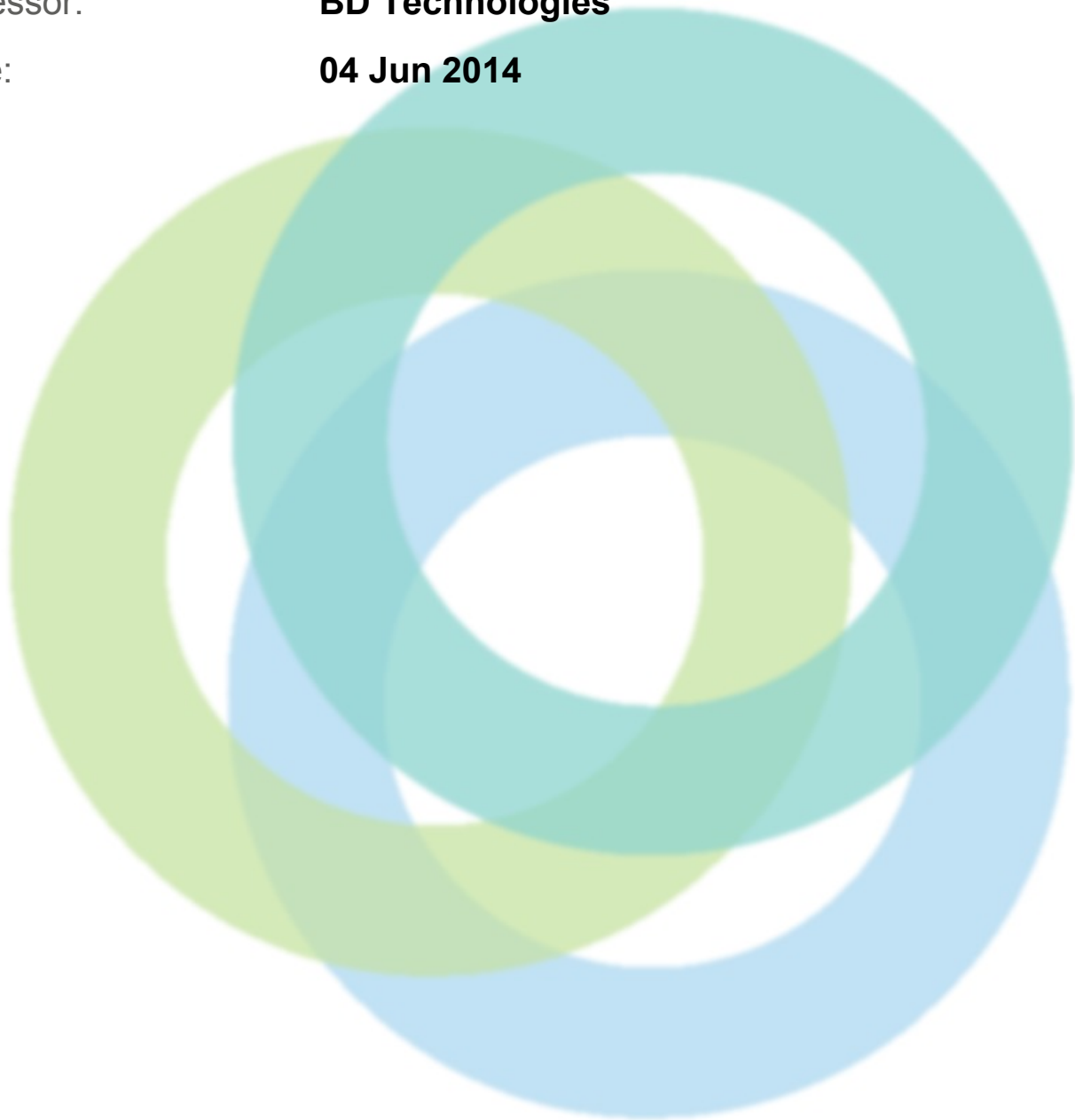


# INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name: **Sterling Designs Ltd**  
Address: **Ward No-07 Biswaspara Chandra Kaliakoir, Gazipur  
Gazipur Dhaka Bangladesh**  
Assessor: **BD Technologies**  
Date: **04 Jun 2014**





## Introduction to the Report

The following report contains a site profile and summary of non-conformities identified during an onsite assessment commissioned by the Alliance for Bangladesh Worker Safety (Alliance) and conducted by a third-party Qualified Assessment Firm (QAF). The assessment was conducted against the Alliance for Bangladesh Worker Safety Assessment Protocols (APs) and Fire Safety and Structural Integrity Standard, which is harmonized with the factory assessment guidelines developed by Bangladesh University of Engineering and Technology (BUET) for the Bangladesh National Tripartite Plan of Action (NTPA). The goal of the Alliance process is to provide clear and practical technical requirements by which Bangladeshi Ready Made Garment (RMG) Factories producing for Alliance members may be consistently and fairly evaluated for fire, structural, and electrical safety in a non-duplicative manner. Each assessment will prompt action plans that will be used by RMG factories to systematically and sustainably improve safety conditions for garment workers. Beyond tracking and reporting on action steps taken in a transparent manner, the Alliance organization and its members will seek to further support factory improvements through technical assistance, training, implementation support for functional Worker Committees, and in some cases financial assistance and wage support for workers if factories are closed for remediation.

The contents of the report do not constitute a guarantee of compliance with the applicable laws, the Alliance Standard or the absolute or continued safety against fire, electrical and/or structural integrity issues that may lead to injury or loss of life. The report is designed to provide a non-exhaustive summary of risk issues, based on a limited sampling and duration of time onsite by the named QAF. Neither the QAF nor the Alliance can certify or guarantee the quality, outcome, or effectiveness of actions taken in response to the report.

For more information and report feedback please go to: [www.bangladeshworkersafety.org](http://www.bangladeshworkersafety.org).





## GENERAL INFORMATION

General Information	
Factory Name:	Sterling Designs Ltd
Address:	Ward No-07 Biswaspara Chandra Kaliakoir, Gazipur Gazipur Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Gazipur
Zip Code:	1752
Audit Duration:	1 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	06/04/2014
Final Report Date:	06/13/2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	8
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	Building# 1-Main Factory Building (level =6, Height = 62 ft.)
Approximate Building Area (SF):	Total Area = 203,356 sft (Building#1 = 32000 x 6 = 192,000 sft, Shed# 1= 5790 sft, Shed# 2 = 252 sft, Shed# 3 = 840 sft, Shed# 4 = 748 sft, Shed# 5 = 450 sft, Shed# 6= 1320 sft, Shed# 7 = 1920 sft),
Date of Building Construction:	Building#1(2005)
Date of Last Building Renovation/Addition:	N/A
Ancillary Structures in Complex:	Shed# 1- 2 story building housing the generator and substation • Shed# 2- 1 story prefabricated shed building housing the compressor room • Shed# 3- 1 story prefabricated shed building housing the boiler room • Shed# 4- 1 story prefabricated shed building housing the furniture room • Shed# 5- 1 story prefabricated shed building housing the construction store • Shed# 6- 1 story prefabricated shed building housing the store room • Shed# 7- 1 story prefabricated shed building housing the store room.
Approximate Ancillary	Shed# 1= 5790 sft, Shed# 2 = 252 sft, Shed# 3 = 840 sft, Shed# 4 = 748 sft, Shed# 5 = 450 sft, Shed# 6=

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Structures Area (SF):	1320 sft, Shed# 7 = 1920 sft.
Number of Occupants:	Building#1-Main Factory Building (ground floor =450, 1st floor = 105, 2nd floor = 830, 3rd floor = 820, 4th floor = 820, 5th floor = 445)
Number of Ancillary Levels (Stories):	There were 7 ancillary building. All of them were single storied and height = 10 ft.
Occupancy Type:	G2
Construction Type:	Type- 2,3
Height of Highest Occupied Floor Level Above Grade:	Building#1- Highest Occupied level = 52 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:	Transformer, generator and fire pump are in separate sheds and away from the main production building but there were no fire separations between these facilities.
Source of Findings:	Photograph: 1. Transformer room unprotected opening. 2. Generator room unprotected opening.
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types. Provide 2 hr. rated construction barrier and 1.5 hr rated opening protection for generator and transformer room. Consult a qualified fire protection engineer to design the required rated construction barrier as per Alliance Standards- 3.4.2.1.3, 3.4.2.1.4 & BNBC Part 4 Section 2.5.
Suggested Deadline Date:	04 Jan 2015
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:	2
Description:	Penetration for electrical riser through the ceiling from ground floor to 5th floor was unprotected.
Source of Findings:	Photograph: Penetration in stair case and in ceiling for electrical riser.
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between floors in accordance with Alliance standard, Part-4, Section-4.4.1 and BNBC, Part-4, Table-4.1.1. Seal all the penetrations with required fire rating materials to provide sufficient fire separation. Consult a qualified fire protection engineer to design the rated construction barriers.
Suggested Deadline Date:	04 Oct 2014
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:	2
Description:	Management is providing fire doors in the stair enclosure but there were some unsealed penetration in the stair cases. In the west side stair there was an unprotected DB room and the penetrations for the electrical riser in the DB room at every floor were not protected.
Source of Findings:	Photograph: 1. Unprotected DB room in west stair. 2. Unprotected penetration in NE stair.
Suggested Plan of Action:	Provide 2 hr. fire-resistive rated construction barriers at exit enclosures. Provide 1.5 hour rated opening protection (fire doors and windows, penetrations seal) in all openings which are connected to stair case. Consult a qualified fire protection engineer to design the required rated construction barriers as per Alliance Standards- 4.5.4.1, 4.6, 4.5.7 Shafts. 4.5.7.1 & BNBC Part 4 Section 2.5.
Suggested Deadline Date:	04 Oct 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:	Accessories store on level-05 had no fire rated opening protections (fire door, windows). There was unauthorized storage on level 06, 05 and 02. Finishing material store and others store on level-02 had no fire barrier and openings were not fire protected. Embroidery section beside the central store had no fire separation at GF.
Source of Findings:	Photograph: 1. Embroidery section besides the central store without fire separation at GF. 2. Storage without fire separation on level-06. 3. Unprotected wash garments store on level 3. 4. Unprotected accessories store on level-05. 5. Boiler room unprotected openings.
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types as per Alliance Standards- 3.4.2.1.5 & BNBC Part 4. Provide 1 hr. rated construction barrier and opening protection for mentioned store room. Provide 1 hr. rated construction barrier and 0.75 hour rated opening protection for mentioned boiler room. Consult a qualified fire protection engineer to design the required rated construction barrier.
Suggested Deadline Date:	04 Jan 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:	Occupancy certificate was not found for any of the buildings.
Source of Findings:	Document Review: There was no document for occupancy certificate.
Suggested Plan of Action:	Apply to appropriate authority in an expeditious manner for issuance of the Certificates of Occupancy for each building and ancillary structure according to building use.
Suggested Deadline Date:	02 Oct 2014





Standard:	Are certificates of occupancy provided for each building or ancillary structure?
<b>Fire Protection Systems</b>	
Question:	Does the building have a Standpipe System?
Priority Level:	High
Non-Compliance Level:	2
Description:	Class-II (1.5 inch) standpipe hose system was present in the factory but there were no provision for class-I (2.5 inch) standpipe system at each and every occupied floor. Class-I standpipe hose connection system only found on ground floor.
Source of Findings:	Visual Assessment: Over view the factory standpipe system.
Suggested Plan of Action:	Install standpipe system at required locations. Standpipe system must comply with NFPA 14.
Suggested Deadline Date:	02 Nov 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:	There is a 37 Hp power electric pump but it is not installed in accordance with NFPA 20. The pump arrangement will create air blockage and there are no alarm system if any valves becomes closed.
Source of Findings:	Photograph: Present fire pump system.
Suggested Plan of Action:	Install a fire pump system according to NFPA 20 with a minimum pressure of 450 kPa (65 psi) at the hydraulically most remote hose connection. Also install a stored water tank per NFPA 22.
Suggested Deadline Date:	04 Jan 2015
Standard:	Alliance Standard Part 5 Fire Protection Systems





Question:	Are notification and initiation devices for the fire alarm system installed at required locations based on occupancy type?
Priority Level:	High
Non-Compliance Level:	2
Description:	There was no alarm call point in many exit point. There were no visible devices and the audible devices were not loud at the middle of each floor. Also smoke detector provided in wrong place and not cover the whole floor area.
Source of Findings:	Photograph: 1. No smoke detector in a 1st floor roof panel. 2. Wrong placement of smoke detector. , Visual Assessment: There are no alarm call points in many exit locations of building #1.
Suggested Plan of Action:	Provide pull stations/alarm call points at each egress location, smoke detectors in air handling equipment, visual and audible devices spaced appropriately based on occupancy type. Reference NFPA 72.
Suggested Deadline Date:	04 Oct 2014
Standard:	Pull stations at egress points, smoke detectors in air handling equipment, visual and audible devices spaced appropriately based on occupancy type. Reference NFPA 72
Question:	Standpipe system piping is free of mechanical damage, leakage, and corrosion?
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Leakage and corrosion found on the standpipe system.
Source of Findings:	Photograph: 1. 5th floor standpipe system leakage. 2. Corrosion on standpipe (Typical)
Suggested Plan of Action:	Repair or replace damaged piping system at the noted locations. Repairs and replacements must comply with NFPA 14 and NFPA 25.
Suggested Deadline Date:	04 Jan 2015
Standard:	NFPA 25 Chapter 6 Standpipe and Hose 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 inlet connection was found but there were no direct outlet connection for the fire department. So that, fire department cannot use the factory stored water in the emergency period. Also inlet connection was not





	clearly identified for the Fire Protection Systems.	
Source of Findings:	Visual Assessment: There was no outlet connection provision for fire department.	
Suggested Plan of Action:	Install fire department connections where required and in compliance with the Alliance Standard Part 5 Section 5.5.4. Connections shall match the Fire Service and Civil Defense hose thread standard. It will allow fire department pumper vehicles to draw water from ground -level or underground water storage tanks. Also provide a provision to feed water from civil defense vehicle to the stand pipe system.	
Suggested Deadline Date:	04 Jan 2014	
Standard:	Alliance Standard Part 5 Section 5.5.4 Fire Department Connections	
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:	Documents for inspection, maintenance, and testing procedures of the standpipe were not found.	
Source of Findings:	Document Review: Factory does not have inspection, maintenance, and testing program for standpipe system.	
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the standpipe and hose system. Program must comply with the requirements of NFPA 14 and NFPA 25.	
Suggested Deadline Date:	04 Jan 2015	
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 not found at required locations and on required components.	
Source of Findings:	Visual Assessment: Overview the factory standpipe system.	
Suggested Plan of Action:	Install required identification signs at the noted locations. Signage must comply with NFPA 14 chapter 6.	
Suggested Deadline	06 Nov 2014	





Date:		
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 documents of the fire pump were not found.	
Source of Findings:	Document Review: There were no document related fire pump inspections.	
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the fire pump. Program must comply with NFPA 20 and NFPA 25.	
Suggested Deadline Date:	04 Jan 2015	
Standard:	Reference NFPA 25 Chapter 8 Fire Pumps	
<b>Means of Egress</b>		
Question:	Stairs have a minimum width of 0.9 m (35 in.).	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Stair ways width was reduced to 29 inch in the NE and NW side emergency stair case.	
Source of Findings:	Photograph: Narrow stair ways at NE and NW staircases (Typical).	
Suggested Plan of Action:	Provide stair with a minimum 35 in. in clear width to comply with the total width as per 8mm/person (BNBC- Table 4.3.2). Also follow Alliance Standard Part 6 Section 6.5 Egress Width.	
Suggested Deadline Date:	04 Oct 2014	
Standard:	Alliance Standard Part 6 Section 6.5 Egress Width. Applies to existing construction.	
Question:	Exterior exit stairs are separated from the building with the required rating. The rating of the exterior wall shall extend 3.05 m (10 ft) beyond the ends of the stair structure.	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Exterior exit stairs were not separated from the building with the required	



	rating. Unprotected openings (doors, windows and penetrations) found on the NE and NW side stair cases.
Source of Findings:	Photograph: NE and NW exterior exit stairs were not separated. (Typical)
Suggested Plan of Action:	Provide a fire-resistive rated assembly between the exterior exit stairs and the building to achieve the required separation. The rated assembly should be approved and/or designed by a qualified fire protection engineer as per Alliance Standard Part 6 Section 6.3.1.2.
Suggested Deadline Date:	04 Oct 2014
Standard:	Alliance Standard Part 6 Section 6.3.1.2. Three stories or less 1-hr rating. Four stories of more 2-hr rating
Question:	Stairwells are not utilized as storage spaces.
Priority Level:	High
Non-Compliance Level:	3
Description:	Storage found under the north and west side stair case on the ground floor. Also storage found on the various levels of stair ways.
Source of Findings:	Photograph: 1. Storage under east side stair case. 2. Storage on north west corner stair ways. 3. Storage in west side stair case.
Suggested Plan of Action:	Remove all stored materials from the stairwells at the noted locations as per Alliance Standard Part 13 Section 13.9 Safety Inspections.
Suggested Deadline Date:	20 Oct 2014
Standard:	Alliance Standard Part 13 Section 13.9 Safety Inspections
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:	2
Description:	On level three of building #1 some areas had no aisle marking nor directions.
Source of Findings:	Photograph: No aisle marking on Level 3.
Suggested Plan of Action:	Provide proper aisle marking (clear width minimum 36 in.) and keep aisles free of storage as per Alliance Standard part 6 section 6.5 egress width. The path of egress travel along a means of egress shall not be interrupted by any obstruction. The capacity of the means of egress shall not be reduced along the path of travel.





Suggested Deadline Date:	04 Oct 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:	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:	Factory management is providing doors without locking devices throughout the factory building. However have not removed the previous door system nor the locking devices.	
Source of Findings:	Photograph: Doors locking devices(Typical)	
Suggested Plan of Action:	Remove all hasps, locks, slide bolts or other locking devices at the noted locations as per Alliance Standards Part 6 Section 6.8.	
Suggested Deadline Date:	19 Oct 2014	
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	
Question:	All doors in a means of egress are of the side-hinged swinging type.	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	Some sliding type doors were found in the means of egress of main factory building.	
Source of Findings:	Photograph: Sliding door (Typical)	
Suggested Plan of Action:	Provide side-hinged swinging type doors in all means of egress as per Alliance Standards Part 6 Section 6.8.	
Suggested Deadline Date:	04 Oct 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:	2	
Description:	Occupant loads were not posted on production floor in a conspicuous space near the main point of egress.	



Source of Findings:	Visual Assessment: Occupant loads were not posted anywhere in the factory building.
Suggested Plan of Action:	Provide the occupant load signage for every assembly and production floor in that facility in a conspicuous location near the main exit or exit access doorway per Alliance Standards Part 6 Section 6.4.4.
Suggested Deadline Date:	28 Oct 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:	A document for emergency power checking was found. However it was not in accordance with alliance standard.
Source of Findings:	Document Review: No written document found.
Suggested Plan of Action:	Develop a testing and maintenance program that ensures the operation of all egress illumination lights are verified at least once per year as per Alliance Standards Part 10 Section 10.12. If battery-operated lights are used, these lights shall be tested on a monthly basis. Functional testing of battery powered lights shall be provided for a minimum 90 min once per year.
Suggested Deadline Date:	25 Oct 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:	Documents for emergency power checking and testing was not found.
Source of Findings:	Document Review: Factory does not prepare any documentation on emergency power testing.
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 as per Alliance Standard Part 10 Section 10.12. If battery operated signs are used, these lights are to be tested on a monthly basis. Functional testing of battery powered signs is



	provided for a minimum 90 min once per year.	
Suggested Deadline Date:	28 Oct 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:	Handrail is provided only one side of each stair. There were no intermediate and both side handrails on the east and west side stair ways while the width of stair ways exceed 87 inch.	
Source of Findings:	Photograph: Handrail only on one side of stair of Building- 1 (Typical)	
Suggested Plan of Action:	Provided handrails on both sides of each stairway. Intermediate handrails shall be provided when the stair width exceeds 2.2 m (87 in.). Mount handrails height in between 30 in. to 44 in as per Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards.	
Suggested Deadline Date:	04 Jan 2015	
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:	2	
Description:	Stair name were not found in any place of the factory building.	
Source of Findings:	Visual Assessment: None of the stair has designation sign.	
Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and the floor level at the noted locations as per Alliance Standard Part 6 Section 6.9.	
Suggested Deadline Date:	25 Oct 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs	
<b>Fire Safety Programs</b>		
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:	Training program document was found in the factory but the certificates for the training were not sufficient.
Source of Findings:	Document Review: Certificate was not sufficient.
Suggested Plan of Action:	Train-up sufficient number (25 %) of worker for fire fighting and emergency purposes as per Alliance Standard Part 13 Human Element Programs. Prepare supporting documents for training program and collect certificates for the Alliance review.
Suggested Deadline Date:	04 Jan 2015
Standard:	Alliance Standard Part 13 Human Element Programs
Question:	Emergency egress maps are posted at the entrance to each exit stair or main point of egress.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Emergency evacuation plan was not posted in every exit point of Building# 1.
Source of Findings:	Visual Assessment: Some exits do not have evacuation plan at building# 1.
Suggested Plan of Action:	Post emergency egress maps at the entrance to each exit stair or main point of egress as per Alliance Standards Part 13 Section 13.4 Evacuation Plan.
Suggested Deadline Date:	28 Oct 2014
Standard:	Alliance Standards Part 13 Section 13.4 Evacuation Plan
Question:	Storage areas underneath the cutting tables are clear of combustibles.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Combustibles materials found under cutting table at the cutting sections of 5th floor Building# 1.
Source of Findings:	Photograph: 5th floor cutting section at building# 1.
Suggested Plan of Action:	Remove all combustibles materials stored underneath the cutting tables at the noted locations as per Alliance Standard Part 13 Section 13.7.2.
Suggested Deadline Date:	15 Oct 2014





Standard:	Alliance Standard Part 17 Section 13.7.2 Cutting tables.
Question:	Are there additional areas of non-compliance to report?
Priority Level:	Medium
Non-Compliance Level:	
Description:	
Source of Findings:	
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Not Applicable
Question:	A Fire Safety Director position has been filled.
Priority Level:	Low
Non-Compliance Level:	2
Description:	At present compliance manager is acting like Fire Safety officer but the position for designated Fire Safety Director was not filled.
Source of Findings:	Document Review: There no appointment of Fire Safety Director.
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 as per Alliance Standards Part 13 Section 13.1.
Suggested Deadline Date:	04 Jan 2015
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:	There was no Fire Department pre-planning in the factory.
Source of Findings:	Document Review: Document for fire department pre-planning was not found.
Suggested Plan of Action:	Complete fire department pre-planning activities with the local Fire Service and Civil Defense as per Alliance Standards Part 13 Section 13.1.
Suggested Deadline Date:	20 Oct 2014

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Assessor: **BD Technologies**

Date: **04 Jun 2014**



**ALLIANCE**  
 FOR BANGLADESH WORKER SAFETY

Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director
Question:	A hot-work permit program has been established.
Priority Level:	Low
Non-Compliance Level:	2
Description:	Factory reports that they do not regularly conduct hot work. Therefore they do not believe that they need a hot work permitting system as per Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B.
Source of Findings:	Document Review: No document found for Hot-work permit program.
Suggested Plan of Action:	Although the factory may not regularly conduct any hot work operations, it is expected that contractors conducting construction or other work on the building may from time to time conduct hot work on the premises. Therefore, it would be good practice for the factory to develop a written hot work permit program. The program must comply with the requirements of NFPA 51B. Develop a maintenance and contractor safety policy that includes procedures for conducting hot work (e.g. welding). All hot work should be conducted with a proper permit and precautions must be available in case of fire (e.g. fire watch, fire extinguisher, etc.)
Suggested Deadline Date:	04 Jan 2015
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B