INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name:	**That's It Garments Ltd**
Address:	**Nishat Nagor Tongi, Gazipur Tongi, Gazipur Dhaka Bangladesh**
Assessor:	**Emkay Enterprises LTD**
Date:	**07 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.

GENERAL INFORMATION

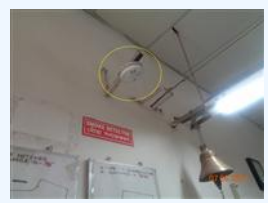
General Information	
Factory Name:	That's It Garments Ltd
Address:	Nishat Nagor Tongi, Gazipur Tongi, Gazipur Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Tongi, Gazipur
Zip Code:	1711
Audit Duration:	1 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	19 June 2014
Final Report Date:	To be filled out by the “Alliance QA” representative
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	8 (3 Production shed and 5 Ancillary shed)
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	Production Shed-1 : Ground Floor + 0; Production Shed-2: Ground Floor + 0; Production Shed-3: Ground Floor + 0.
Approximate Building Area (SF):	76,512
Date of Building Construction:	1963
Date of Last Building Renovation/Addition:	No renovation after construction
Ancillary Structures in Complex:	5
Approximate Ancillary Structures Area (SF):	7,924
Number of Occupants:	1,020
Number of Ancillary Levels (Stories):	Ancillary Structure (Shed)-1: Ground Floor + 0; Ancillary Structure (Shed)-2: Ground Floor + 0; Ancillary Structure (Shed)-3: Ground Floor + 0; Ancillary Structure (Shed)-4: Ground Floor + 0; Ancillary Structure (RCC frame structure)-5: Ground Floor + 0.
Occupancy Type:	Production Shed-1: Occupancy Type-G2 (RMG); Production Shed-2: Occupancy Type-G2 (RMG); Production Shed-3: Occupancy Type-G2 (RMG); Ancillary Structure (Shed)-1: Occupancy Type- E2 (Dining hall); Ancillary Structure (Shed)-2: Occupancy Type- F2 (Canteen); Ancillary Structure (Shed)-3: Occupancy Type- D1 (Medical); Ancillary Structure (Shed)-4: Occupancy Type- B2 (Daycare); Ancillary Structure (RCC frame structure)-5: Occupancy Type- K (Generator).
Construction Type:	Production Shed-1 :Non-Rated - (Single story brick wall structure with steel frame tin shed roof); Production

	Shed-2: Non-Rated - (Single story brick wall structure with steel frame tin shed roof); Production Shed-3: Non-Rated - (Single story brick wall structure with steel frame tin shed roof) ; Ancillary Shed-1: Non-Rated - (Single story brick wall structure with steel frame tin shed roof) ; Ancillary Shed-2: Non-Rated - (Single story brick wall structure with steel frame tin shed roof) ; Ancillary Shed-3: Non-Rated - (Single story brick wall structure with steel frame tin shed roof) ; Ancillary Shed-4: Non-Rated - (Single story brick wall structure with steel frame tin shed roof) ; Ancillary Shed-5: Type-1 - (Single story RCC frame with brick wall structure with RCC roof).
Height of Highest Occupied Floor Level Above Grade:	6.89 m (22.6 ft) (Single story)

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:	Unprotected opening were noticed on the separation wall between storage and B/S section at Production Shed-2. This was not compliance in with Alliance Standards Part 4 Section 4.6 Opening Protectives and Section 4.7 Penetration	
Source of Findings:	Photograph: Unprotected opening in the separation wall between Warehouse and B/S Section	
Suggested Plan of Action:	Close the opening on the separation wall between Warehouse and B/S section with minimum 1-hour fire-resistive rated barrier. Consult a qualified fire protection engineer to design the required rated opening protection.	
Suggested Deadline Date:	21 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 separations between hazards provided with fire-resistive rated construction barriers.	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	Non-fire rated collapsible gate and wooden barrier were noticed on the separation wall between Warehouse and B/S section at Production Shed-2. Those were not in compliance with Alliance Standard Part: 4 Sections: 4.5 Separation.	
Source of Findings:	Photograph: Non-rated wooden separation between Warehouse and B/S section.	
Suggested Plan of Action:	Storage area need to be separated from the surrounding occupancy with a minimum 1-hour fire rated construction with 0.75-hour opening protection. Consult a qualified fire protection engineer to design the required rated construction barrier.	
Suggested Deadline Date:	14 Dec 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:	Not in Compliance: No occupancy certificate was available during assessment	
Source of Findings:	Document Review: No occupancy certificate has been shown.	
Suggested Plan of	Collect Occupancy certificate for each building and ancillary structure as per	

Action:	building use from approving authority.	
Suggested Deadline Date:	10 Aug 2014	
Standard:	Are certificates of occupancy provided for each building or ancillary structure?	
Fire Protection Systems		
Question:	Does the building have a fire pump?	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Not in compliance: No dedicated fire pump was found during this assessment.	
Source of Findings:	Visual Assessment: No dedicated fire pump was found during this assessment.	
Suggested Plan of Action:	Install a dedicated fire pump in accordance with NFPA 20 to supply the demands of water to the connected fire protection systems along with a stored source of water sufficient to meet the demands as per NFPA 22.	
Suggested Deadline Date:	21 Sep 2014	
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:	3	
Description:	Not in compliance: Pull stations at egress points: Manual fire alarms (push button and piano switch) were installed. Smoke detectors: No centralized detection system was available. Only standalone smoke detectors were available in very few locations in this factory building. Visual and audible devices: Very few visual devices installed and audible devices were installed in every floor.	
Source of Findings:	Photograph: Manual fire alarm with push button as call point.	
Suggested Plan of Action:	Consult a qualified fire protection engineer to design the pull stations at egress points, centralized and addressable smoke detectors all through the building, visual and audible devices spaced appropriately based on occupancy type. Reference NFPA 72.	
Suggested Deadline Date:	21 Sep 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:	Portable fire extinguishers have been selected based on potential fire class and hazards?	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	ABCE dry powder and CO2 type extinguishers have been provided in the working areas and near boiler and generator room; however, no foam type extinguishers have been installed in generator and boiler room.	

Source of Findings:	Visual Assessment: No foam type fire extinguisher has found during this inspection	
Suggested Plan of Action:	Install Portable fire extinguishers as per potential fire class and hazards all through the building in accordance with NFPA 10 Chapter 5.	
Suggested Deadline Date:	21 Sep 2014	
Standard:	NFPA 10 Chapter 5	
Question:	Fire extinguishers are inspected, tested, and maintained as required.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Not in compliance: There were maintenance checklist with each extinguishers and the fire safety officer check the expire date, pressure gauge in monthly interval without a proper checklist covering all the issues as per NFPA 10.	
Source of Findings:	Photograph: Fire extinguisher inspection checklist	
Suggested Plan of Action:	Establish an inspection, testing, and maintenance program for all fire extinguishers. Program need to comply with the requirements of NFPA 10 chapter 7.	
Suggested Deadline Date:	14 Dec 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:	2	
Description:	Not in Compliance as per Alliance Standard Part: 5 Section: 5.7.5. No centralized detection system was available. Only standalone smoke alarms are installed in a very limited number of locations in the factory building. Manual fire alarm boxes (Push button and Piano switch) were installed.	
Source of Findings:	Photograph: 01. Standalone smoke detector. 02. Piano switch as fire alarm call point.	
Suggested Plan of Action:	Centralized fire alarm, pull station, and detection system shall be installed and the control panel of this system shall be monitored by a central station monitoring service or directly connected to the Fire Service and Civil Defense. Until that time that a central station monitoring service or direct connection to the Fire Service and Civil Defense can be set up, 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 to alert this person. Trouble or alarm notifications shall be indicated on the fire alarm control panel.	
Suggested Deadline Date:	27 Jul 2014	
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring	
Means of Egress		

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:	3
Description:	Not in compliance with Alliance Standard Part 6 Section 6.8.2. Doors in the path of egress were unlocked in the direction of egress only in working hour. Hasps, locks, other locking devices were available in doors.
Source of Findings:	Photograph: Locking provision in door
Suggested Plan of Action:	Doors shall be keep lock free in the direction of egress under any conditions. All hasps, locks, slide bolts, and other locking devices need to be removed where available.
Suggested Deadline Date:	13 Jul 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:	3
Description:	Not in compliance with Alliance Standards Part 6 Section 6.8 Doors and Gates: Some doors in means of egress were collapsible gates, rolling shutters, and sliding steel doors.
Source of Findings:	Photograph: 01. Collapsible Gate. 02. Rolling shutter.
Suggested Plan of Action:	All collapsible gates, rolling shutters, and sliding steel doors in the means of egress shall be replaced with opening in the direction of egress side-hinged swinging type doors. Doors shall be free from general locking arrangement.
Suggested Deadline Date:	21 Sep 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:	Not in compliance with Alliance Standard Part 6 Section 6.4.4. Occupant loads were not posted for any assembly or production floor in a conspicuous space near the main point of egress.
Source of Findings:	Visual Assessment: No signage was found during this inspection.
Suggested Plan of Action:	The occupant loads shall be posted 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:	13 Jul 2014
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load
Question:	Emergency power for means of egress illumination is verified at least once per year. If battery operated lights are used, these lights are tested on a monthly

	basis. Functional testing of battery powered lights is provided for a minimum 90 min once per year.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Not in compliance with Alliance Standard Part 10 Section 10.12.1.4. No testing plan and records were available during visit.	
Source of Findings:	Document Review: No document has been shown during this inspection	
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 lights shall be tested on a monthly basis. Functional testing of battery powered signs shall be provided for a minimum 90 min once per year.	
Suggested Deadline Date:	27 Jul 2014	
Standard:	Alliance Standards Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape Lighting	
Question:	Illuminated exit signs are placed at entrances to exits and along the path of egress anywhere the continuation of egress is not obvious or there is a change in the direction of the path of travel.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Not in Compliance: Illuminated exit signs were placed only at exits and not at additional locations where needed throughout the floor. Some non-illuminated painted directional signs were placed along the path of egress.	
Source of Findings:	Photograph: Painted directional sign inside floor.	
Suggested Plan of Action:	Install Illuminated exit signs with backup power and continuous graphics at entrances to exits and along the path of egress anywhere the continuation of egress is not obvious or there is a change in the direction of the path of travel.	
Suggested Deadline Date:	10 Aug 2014	
Standard:	Alliance Standard Part 6 Section 6.11 Exit Signs	
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:	Not in compliance with Alliance Standard Part 10 Section 10.12.1.4. No testing plan or records were available during visit.	
Source of Findings:	Document Review: No testing plan and records has been shown during assessment	
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. Functional testing of battery powered signs is provided for a minimum 90 min once per year.	
Suggested Deadline	27 Jul 2014	

Date:		
Standard:	Alliance Standard Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape.	
Question:	Changes in elevation of walking surfaces do not exceed 6.35 mm (1/4 in) unless provided with a beveled slope of 1 in 2 that does not exceed 12.7 mm (1/2 in).	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	There was a threshold at exits of B/S section approximately 100 mm (4 in.) high without providing gentle slope on both sides. Also no additional signage or floor markings were provided.	
Source of Findings:	Photograph: High threshold at the walking surface	
Suggested Plan of Action:	Remove the threshold or provide a proper slope do not exceed 12.7 mm (1/2 in) on both sides of the threshold. Mark with additional signage or floor markings.	
Suggested Deadline Date:	10 Aug 2014	
Standard:	Alliance Standard Part 6 Section 6.3.4 Walking Surfaces	
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:	1	
Description:	Not in Compliance: During inspection it was noticed that 80 workers got training from Bangladesh Fire Service and Civil Defence out of 1020 workers.	
Source of Findings:	Photograph: Certificate issued by Bangladesh Fire Service and Civil Defence.	
Suggested Plan of Action:	Provide training for the required number of people certified in firefighting, first aid, and rescue training by the appropriate authority.	
Suggested Deadline Date:	14 Dec 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:	An emergency evacuation plan has not been developed and communicated to all employees. That was not in compliance with Alliance Standards Part 13 Section 13.1 Fire Safety Director.	
Source of Findings:	Document Review: No evacuation plan has been shown during inspection	
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.	
Suggested Deadline	27 Jul 2014	

Date:		
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	Storage areas underneath the cutting tables are clear of combustibles.	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	There was combustible storage under the cutting table.	
Source of Findings:	Photograph: Combustibles under cutting table	
Suggested Plan of Action:	Keep areas beneath cutting tables clear of combustibles at all times.	
Suggested Deadline Date:	06 Jul 2014	
Standard:	Alliance Standard Part 17 Section 13.7.2 Cutting tables.	
Question:	Fire Department pre-planning has been completed.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	Fire Department pre-planning has not been completed till the day of audit. This was the non-conformity according to Alliance Standards Part 13 Section 13.1 Fire Safety Director.	
Source of Findings:	Document Review: No document was found during this inspection.	
Suggested Plan of Action:	Complete fire department pre-planning activities with the local Fire Service and Civil Defense.	
Suggested Deadline Date:	27 Jul 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	A written housekeeping policy is established and enforced.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	No written housekeeping policy has been established and enforced.	
Source of Findings:	Document Review: No housekeeping plan has been shown during inspection	
Suggested Plan of Action:	Establish written corporate and plant policies on housekeeping to ensure scheduled cleaning for floor, wall, ceiling, supply and return air ventilation systems. Promptly reschedule skipped cleanings. Provide a documented line of authority for authorizing a cleaning delay and rescheduling. As a general rule the maximum tolerable deposit thickness for loose fluffy lint is 13 mm (½ in.) over a maximum of 46.5 m2 (500 ft2). Limit dense deposits to 6 mm (¼ in.) and oil saturated deposits to 3.2 mm (⅛ in.).	
Suggested Deadline Date:	08 Mar 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:	Not in compliance with Alliance Standard Part 13 Section 13.4. No hot-work permit program has been established. During visit no hot-work operation was ongoing in the facility	
Source of Findings:	Visual Assessment: No hot-work operation was ongoing in the facility.	
Suggested Plan of Action:	Develop a hot work permit program. The program shall be comply with the requirements of NFPA 51B.	
Suggested Deadline Date:	27 Jul 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:	1	
Description:	01. Fire license - valid up to 30 June 2014. 02. Boiler license – valid up to 19 November 2014 03. Factory license - valid up to 31 December 2014. 04. Trade license - valid up to 30 June 2014. 05. BERC waiver certificate – Not available during inspection.	
Source of Findings:	Photograph: 01. Fire license 02. Boiler license 03. Factory license 04. Trade license	
Suggested Plan of Action:	All applicable permits & license shall be up to date including BERC waiver certificate.	
Suggested Deadline Date:	27 Jul 2014	
Standard:	Alliance Standard Part 13 Human Element Programs	