INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name:	**Rio Design Ltd**
Address:	**Industrial Plot No. 3, Milk Vita Road, Section-7, Mirpur, Dhaka Dhaka Dhaka Bangladesh**
Assessor:	**Bureau Veritas**
Date:	**20 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.

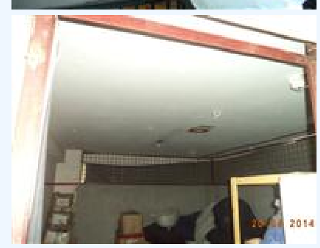
GENERAL INFORMATION

General Information	
Factory Name:	Rio Design Ltd
Address:	Industrial Plot No. 3, Milk Vita Road, Section-7, Mirpur, Dhaka Dhaka Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Dhaka
Zip Code:	1216
Audit Duration:	
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	04-22-2014
Final Report Date:	06-23-2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	There are two buildings in the premises out of which Single is main production building and Single is ancillary building. The buildings are named as: 1) Thirteen story main production building with Single basement, 2) Single story generator tin shed.
Is the building(s) owned or rented by the Factory:	Rented
Number of Building Levels (Stories):	1) Thirteen story main production building with Single basement: Building height (Highest occupied floor level): 37.81 m or 124 ft [Height up to roof 40.85 m or 134 ft], Stories above grade: 13, Stories below grade: 1, Occupied levels: 14, 2) Single story generator tin shed: Building height (Highest occupied floor level): 0.30 m or 1 ft above grade [Height up to roof: 3.96 m or 13 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1.
Approximate Building Area (SF):	Total area of buildings in the factory premises: 89612.00 sft. Building wise breakdown as follows: 1) Thirteen story main production building with Single basement: 89012.00 sft (Basement: 6358.00 sft, Ground Floor: 6358.00 sft, 1st Floor: 6358.00 sft, 2nd Floor: 6358.00 sft, 3rd Floor: 6358.00 sft, 4th Floor: 6358.00 sft, 5th Floor: 6358.00 sft, 6th Floor: 6358.00 sft, 7th Floor: 6358.00 sft, 8th Floor: 6358.00 sft, 9th Floor: 6358.00 sft, 10th Floor: 6358.00 sft, 11th Floor: 6358.00 sft, 12th Floor: 6358.00 sft), 2) Single story generator tin shed: 600.00 sft.
Date of Building Construction:	Factory personnel informed the date of construction as follows: 1) Thirteen story main production building with Single basement: Started in 2003 and finished in 2004, 2) Single story generator tin shed: Started in 2003 and finished in 2004.

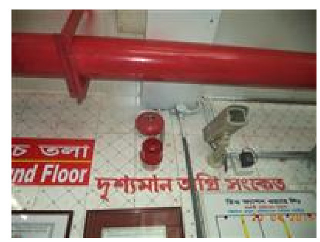
Date of Last Building Renovation/Addition:	Factory personnel informed the date of last building renovation as follows: 1) Single story generator tin shed: Finished in 2004.
Ancillary Structures in Complex:	1) Single story generator tin shed.
Approximate Ancillary Structures Area (SF):	1) Single story generator tin shed: 600.00 sft.
Number of Occupants:	Total number of occupants: 1538. 1) Thirteen story main production building with Single basement: 1537 {Basement: 3, Ground floor: 30, 1st floor: 116, 2nd floor: 167, 3rd floor: 164, 4th floor: 143, 5th floor: 111, 6th floor: 167, 7th floor: 165, 8th floor: 14, 9th floor: 168, 10th floor: 113, 11th floor: 166, 12th floor: 10 (Dining capacity : 200)}, 2) Single story generator tin shed: 1.
Number of Ancillary Levels (Stories):	1) Single story generator tin shed: Building height (Highest occupied floor level): 0.30 m or 1 ft above grade [Height up to roof: 3.96 m or 13 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1.
Occupancy Type:	1) Thirteen story main production building with Single basement: [Ground Floor: H2 (Fabric store), B2 (Day Care), 1st Floor: H2 (Accessories store), G2 (Finishing section), F1 (Office), K1 (Boiler room), 2nd floor: F1 (Office), G2 (Sewing section), 3rd floor: G2 (Sewing section), 4th floor: G2 (Cutting section), 5th floor: F1 (Inspection office), K (Boiler room, Compressor), G2 (Finishing section), 6th floor: G2 (Sewing section), F1 (Office), 7th Floor: G2 (Sewing section), K (Electrical room, Air compressor), F1 (Office), 8th Floor: H2 (Bonded ware house, Accessories store), 9th Floor: G2 (Sewing section), K (Maintenance room), 10th Floor: G2 (Finishing section), J1 (Spot removing room), K (Boiler room), 11th Floor: G2 (Sewing section), H2 (Wastage store), 12th Floor: E4 (Dining hall, Canteen), H2 (Idle machine room, Sub-store)], 2) Single story generator tin shed: K1 (Generator room).
Construction Type:	1) Thirteen story main production building with Single basement: Type 1, 2) Single story generator tin shed: Non-rated.
Height of Highest Occupied Floor Level Above Grade:	1) Thirteen story main production building with Single basement: 37.81 m or 124 ft, 2) Single story generator tin shed: 0.30 m or 1 ft above grade.

ASSESSMENT FINDINGS

Fire Protection Construction

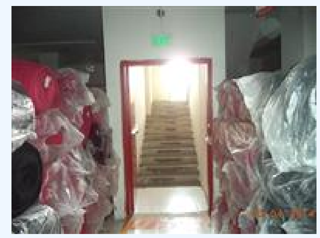
Question:	Are exit enclosures provided with fire-resistive rated construction barriers?	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Southeast staircase is not fire rated. No fire door is fitted at exits of any floor of that staircase. In other staircase, fire doors are fitted without certificates. Both staircases are enclosed by walls of 6" thickness (with finishing), which is capable of providing 2 hr fire resistance.	
Source of Findings:	Photograph: Exit enclosures are not fire-rated.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	
Question:	Are openings and penetrations through rated walls and/or assemblies protected?	 
Priority Level:	High	
Non-Compliance Level:	2	
Description:	Accessories store on 1st floor is separated from finishing section by non rated door. The walls separating the sub-store from dining area have non rated openings.	
Source of Findings:	Photograph: Openings and penetrations exist through rated walls.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Includes doors, windows, ducts, piping, etc. Reference Alliance Standards Part 4 Section 4.6 Opening Protectives and Section 4.7 Penetrations	

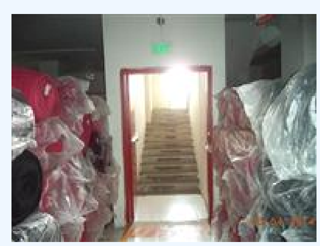
Question:	Are shafts provided with the minimum fire-resistance rating?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	The elevator opens at south-east exit enclosure which is not provided with fire doors.	
Source of Findings:	Visual Assessment: The elevator opens at exit enclosure.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference Alliance Standards Part 4 Section 4.5.7.1 through 4.5.7.3	
Question:	Are separations between hazards provided with fire-resistive rated construction barriers.	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	There is one spot removing room that uses solvent with compressed air guns and solvent in aerosol on the 10th floor with glass and aluminum partitions. This room needs to be fire separated with a fire door.	
Source of Findings:	Photograph: No fire separations are provided for spot removing room on 10th floor.	
Suggested Plan of Action:		
Suggested Deadline Date:		
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: Factory does not have an occupancy certificate from RAJUK for any of its structures.	
Suggested Plan of Action:		
Suggested Deadline		

Date:		
Standard:	Are certificates of occupancy provided for each building or ancillary structure?	
Fire Protection Systems		
Question:	Is the building protected by an automatic sprinkler system?	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Height of the highest occupiable level of the main building is 40.85 m (134 ft), therefore the whole building needs to be protected by an automatic sprinkler system.	
Source of Findings:	Visual Assessment: No automatic sprinkler system found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Reference Alliance Standards Part 3 Section 3.5.3 Existing Buildings, Part 5 Section 5.3 Automatic Sprinkler Systems and Section 6.13 Travel Distance	
Question:	Does the building have a Standpipe System?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	Height of the highest occupied floor of the main building is more than 10 m (33 ft) above grade. Standpipe systems need to be installed throughout the building where the highest occupied floor is more than 10 m (33 ft) above grade or more than 10 m (33 ft) below grade as per in Alliance Standard. Class-I standpipe with sprinkler system is required here but there is no standpipe system in the main and ancillary buildings meeting NFPA requirements. Only class-II hose connection along with hose reel and 25 mm plastic hose reel are available on each floor. Also, no approved documentation for design of standpipe system found.	
Source of Findings:	Photograph: Class-II standpipe system	
Suggested Plan of Action:		
Suggested Deadline Date:		
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 dedicated pump available in the factory. Main pump: Gwynnes brand, 75hp, 2970rpm, 4.5 bar pressure & jockey pump: Allen Gwynnes brand, 4hp, 2870rpm, 4.5 bar pressure. But no approved design or hydraulic calculation is available for the fire pump, which is required.	
Source of Findings:	Photograph: Fire pump is available without approved design or hydraulic calculation.	
Suggested Plan of Action:		
Suggested Deadline Date:		
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 (Siamese) inlet connection is available but outlet connections are not provided.	
Source of Findings:	Visual Assessment: Outlet connections are not provided.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 5 Section 5.5.4 Fire Department Connections	
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:	Currently there is no monitoring company in Bangladesh and fire service and civil defense is not capable of monitoring.	
Source of Findings:	Visual Assessment: Fire alarm and detection system not monitored by a central station monitoring service.	
Suggested Plan of		

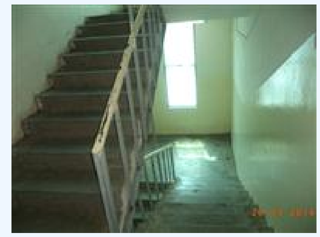
Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring
Question:	Are inspection, maintenance, and testing procedures of the standpipe and hose system documented and up to date? Including inspection and testing of hoses if provided.
Priority Level:	Low
Non-Compliance Level:	2
Description:	Inspection, maintenance, and testing procedures for the available standpipe and hose are not documented and up to date.
Source of Findings:	Document Review: No relevant document was available.
Suggested Plan of Action:	
Suggested Deadline Date:	
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 available standpipe system is not installed.
Source of Findings:	Visual Assessment: Signage for available standpipe system is not installed.
Suggested Plan of Action:	
Suggested Deadline 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 for the available fire pump are not documented and up to date.

Source of Findings:	Document Review: No related document was found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
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:	3	
Description:	One exit discharge on ground floor is open to fabric store and other exit does not discharge directly to the exterior of the building, rather it discharges to an egress court of less than 10 ft width. The walls on west side of the egress court have unprotected openings on the wall of fabric store. This violates Alliance Standards.	
Source of Findings:	Visual Assessment: One exit discharge on ground floor is open to fabric store and other exit does not discharge directly to the exterior of the building.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.17 Exit Discharge. See Section 16.7.2 and 16.7.3 for exceptions.	
Question:	Exit access corridors serving an occupant load exceeding 30 are separated by walls having a fire-resistance rating of 1 hr.	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	On 12th floor of main building, exit access corridor's solid wall is not up to ceiling and is not 1 hour fire rated as required.	
Source of Findings:	Photograph: On 12th floor of main building, exit access corridor's solid wall is not up to ceiling.	
Suggested Plan of Action:		
Suggested Deadline Date:		

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:	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 doors with locking arrangements at each egress location. This violates Alliance Standards.	
Source of Findings:	Photograph: Steel collapsible doors at egress locations.	
Suggested Plan of Action:		
Suggested Deadline Date:		
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 of the doors in the means of egress are collapsible type. This violates Alliance Standards.	
Source of Findings:	Photograph: Some doors in means of egress are collapsible type.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	
Question:	Interior exit stairways and ramps terminate at an exit discharge except where terminating at a rated exit passageway.	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	One of the interior exit stairways terminates inside of fabric store through a non-rated exit passageway which violates the requirement of Alliance Standard. Other exit does not discharge directly to the exterior of the building, rather it discharges to an egress court of less than 10 ft width. The walls on west side of the egress court have unprotected openings on the wall of fabric	

	store.	
Source of Findings:	Photograph: One of the interior exit stairways terminates inside of fabric store.	
Suggested Plan of Action:		
Suggested Deadline Date:		
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:	2	
Description:	Occupant loads are not posted in every production floor as per the Alliance Standard.	
Source of Findings:	Visual Assessment: Occupant loads are not posted in every production floor.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load	
Question:	Emergency power for means of egress illumination is verified at least once per year. If battery operated lights are used, these lights are tested on a monthly basis. Functional testing of battery powered lights is provided for a minimum 90 min once per year.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Record of verifying emergency power for means of egress illumination was not found as required.	
Source of Findings:	Document Review: No relevant document was available.	
Suggested Plan of Action:		
Suggested Deadline Date:		
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:	Illuminated exit signs are placed at entrances to exits along the path of egress but additional exit sign or directional signs are not provided where there is a change in direction and where the continuation of egress is not obvious. This condition fails to satisfy requirements of the Alliance Standards.
Source of Findings:	Visual Assessment: Illuminated exit signs are placed at entrances to exits along the path of egress but additional exit sign or directional signs are not provided.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 6 Section 6.11 Exit Signs
Question:	Illuminated exit signs are provided with battery backup or emergency power and are continuously illuminated.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	The backup used does not provide sufficient illumination (50 lux at surface of exit sign) as required.
Source of Findings:	Visual Assessment: The backup used does not provide sufficient illumination.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standards Part 6 Section 6.11 Exit Signs and Part 10 Section 10.12 Illumination of Exit Signs and Means of Escape
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 as required.
Source of Findings:	Document Review: No relevant document was found.

Suggested Plan of Action:		
Suggested Deadline Date:		
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:	Stair-1 has handrails on both sides but stair-2 is not provided with handrails on both sides. This is not allowed as perthe Alliance Standard.	
Source of Findings:	Photograph: Stair-2 is not provided with handrails on both sides. Stair-1 has handrails on both sides.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards	
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:	2	
Description:	The main production building is thirteen stories with a single basement, but doors are not provided with re-entry. Stair doors with re-entry are required on at least 3 floors according to Alliance Standards.	
Source of Findings:	Visual Assessment: Doors are not provided with re-entry.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	
Question:	Means of egress have a minimum ceiling height of 2.3 m (7 ft 6 in.) with projections from the ceiling not less than 2.03 m (6 ft 8 in.).	

Priority Level:	Medium
Non-Compliance Level:	1
Description:	Means of egress have a minimum ceiling height of 2.3 m (7 ft 6 in.) with projections from the ceiling not less than 2.03 m(6 ft 8 in.). On 12th floor, exit opening height is 6 ft 5 in.
Source of Findings:	Visual Assessment: Ceiling height was measured on sample basis.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 6 Section 6.3.3 Headroom

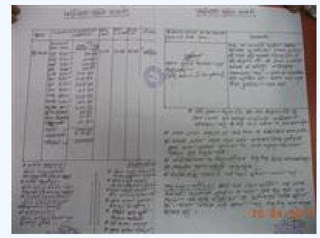
Question:	Exit signs have appropriate illumination levels and contrasting graphics.
Priority Level:	Low
Non-Compliance Level:	2
Description:	Some exit signs do not have appropriate illumination levels and contrasting graphics as required.
Source of Findings:	Photograph: Exit signs do not have appropriate illumination levels.
Suggested Plan of Action:	
Suggested Deadline Date:	
Standard:	Alliance Standard Part 10 Section 10.12.1 Exit Signs

Question:	Stair designation signs are provided at each floor entrance from the stair to the floor in English and Bengali. Signs indicate the name of the stair and the floor level. Signs are posted adjacent to the door.
Priority Level:	Low
Non-Compliance Level:	2
Description:	Floor level signs were posted away from the floor and both Bengali and English were not used.
Source of Findings:	Visual Assessment: Stair designation signs are not provided properly at each floor.
Suggested Plan of Action:	
Suggested Deadline Date:	

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:	Document or certificate by appropriate authority for training on fire fighting, first aid and rescue is not available.
Source of Findings:	Document Review: Document or certificate by appropriate authority is not available.
Suggested Plan of Action:	
Suggested Deadline Date:	
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:	No record of developing and communicating any emergency evacuation plan has been found. But factory authority claims that they have done this.
Source of Findings:	Document Review: No document was available.
Suggested Plan of Action:	
Suggested Deadline Date:	
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:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 13	
Question:	Fire Drills are conducted at required intervals based on building use type.	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	Fire drills are conducted quarterly in the main building only and conducted under the direction of a Fire Safety Director. This meets the requirements of Alliance Standard Part 13 Section 13.2 and BNBC Part 4 Appendix A Page 10457.	
Source of Findings:	Photograph: Fire drills are conducted quarterly.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 13 Section 13.3 Fire Drills	
Question:	Fire Department pre-planning has been completed.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	Fire department pre-planning was not found.	
Source of Findings:	Document Review: No document available.	
Suggested Plan of Action:		
Suggested Deadline Date:		
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:	A written housekeeping policy was not found, which is required as per Alliance	

	Standards.	
Source of Findings:	Document Review: A written housekeeping policy was not found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
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:	A hot-work permit program was not found, which is required as per Alliance Standards.	
Source of Findings:	Document Review: Hot-work permit program is not found.	
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B	