INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name:	**SEA BLUE TEXTILE LIMITED**
Address:	**Plot NO-10-11,Sector 6, CEPZ, Chittagong Chittagong Chittagong Bangladesh**
Assessor:	**BD Technologies**
Date:	**02 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

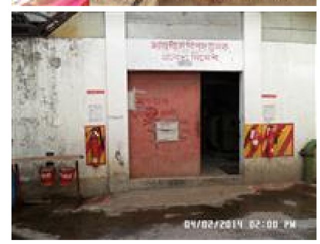
General Information	
Factory Name:	SEA BLUE TEXTILE LIMITED
Address:	Plot NO-10-11,Sector 6, CEPZ, Chittagong Chittagong Chittagong Bangladesh
Country:	Bangladesh
Province:	Chittagong
City:	Chittagong
Zip Code:	4223
Audit Duration:	8 Hours
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	04/09/2014
Final Report Date:	04/12/2014
Are all Action Items From Previous Assessment Completed?:	No
Buildings in Complex:	• Building#1-4 story main factory building housing the storage, printing, sewing, washing and cutting operations, • Building#2-5 story main factory building housing the storage and finishing section. • Building#3-4 story office building housing the office, storage and lab section. • Building#4- 6 story office building housing sewing, knitting, dyeing, finishing and dining.
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	Building-1(4 storied, Height=47 ft., Occupied Level=All), Building-2 (5 storied, Height=58 ft., Occupied Level=All), Building-3(4 storied, Height=47 ft., Occupied Level=All), Building-4(6 storied, Height=68 ft., Occupied Level=All).
Approximate Building Area (SF):	Building-1(12123x4=48492 sft), Building-2 (15533x5=77665 sft), Building-3(6427x4=25708 sft), Building-4(18522x6=111132 sft). [Total floor area-2,62,997sqft]
Date of Building Construction:	Building-1(1995), Building-2 (2002), Building-3(2004), Building-4(2006).
Date of Last Building Renovation/Addition:	NA
Ancillary Structures in Complex:	Boiler shed and Maintenance room Shed.

Approximate Ancillary Structures Area (SF):	Boiler shed (1,027 sq ft) and Maintenance room shed (1,760 sq ft)
Number of Occupants:	Building-1(Ground floor-60, 1st floor-0, 2nd floor-220, 3rd floor-70). Building-2 (Ground floor-20, 1st floor-200, 2nd floor-253, 3rd floor-200, 4th-canteen), Building-3(Ground floor-2, 1st floor-50, 2nd floor-26, 3rd floor-15). Building-4(Ground floor-43, 1st floor-10, 2nd floor-80, 3rd floor-270, 4rh floor-280, 5th floor-96).
Number of Ancillary Levels (Stories):	Boiler shed (Height=14 ft, level-1) and Machine Shed (Height=11 ft, level-1)

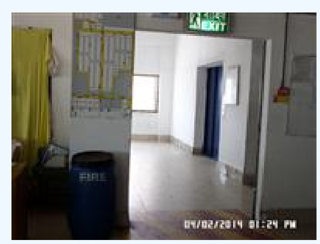
ASSESSMENT FINDINGS

Fire Protection Construction

Question:	Are openings and penetrations through rated walls and/or assemblies protected?
Priority Level:	High
Non-Compliance Level:	3
Description:	Openings (doors, windows and penetrations) in transformer room and boiler room have no fire rated protection. Fire protection construction/barrier (wall and ceiling) is not in good condition in the boiler room and does not continue on all sides. Generator is in the maintenance room and has no fire separation.
Source of Findings:	Photograph: Boiler room, Generator in maintenance room,transformer room
Suggested Plan of Action:	Provide fire-resistant rated construction barriers between hazard types. Provide 1 hour rated fire barrier and opening protection for boiler room, 2 hour rated fire barrier and opening protection for generator room and 2 hr. rated fire barrier and opening protection for transformer room. Consult a qualified fire protection engineer to design the required rated construction barrier.
Suggested Deadline Date:	03 Aug 2014
Standard:	Includes doors, windows, ducts, piping, etc. Reference Alliance Standards Part 4 Section 4.6 Opening Protectives and Section 4.7 Penetrations

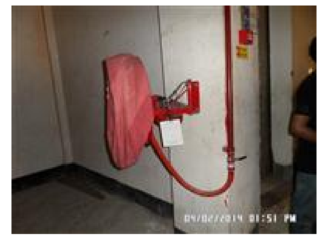




Question:	Are exit enclosures provided with fire-resistive rated construction barriers?
Priority Level:	High
Non-Compliance Level:	3
Description:	Barriers are fire rated but openings in stair enclosure are not protected with fire rated door. Factory started to fix fire door at only one stair case of each building but it is not completed yet. Fire doors which are being fixed have non compliant locking device and hardware. Also there is no certificate for the fire doors.
Source of Findings:	Photograph: Unprotected opening in exit enclosure.
Suggested Plan of Action:	Provide fire resistive rated doors for the stair enclosures. For 1-hr rated stair enclosures, provide 1-hr rated doors, and for 2-hr rated stair enclosures, provide 1.5-hr rated doors.



Suggested Deadline Date:	03 Dec 2014	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	
Question:	Are shafts provided with the minimum fire-resistance rating?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	There is a lift in the building # 4 and its openings are not fire protected.	
Source of Findings:	Visual Assessment: As per over view the factory.	
Suggested Plan of Action:	Provide 1.5 hour rated opening protection in the lift core as per Alliance Standards Part 4 Section 4.5.7.1 through 4.5.7.	
Suggested Deadline Date:	03 Dec 2014	
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:	Building-3 GF store room has fire door but it has no certifications also hardware not complies with the NFPA standard. In all other store room openings (Doors, windows and penetrations) are not fire protected.	
Source of Findings:	Photograph: Store room door.	
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types. Provide 1 hour rated barrier and opening protection at all store rooms. Consult a qualified fire protection engineer to design the required rated construction barrier.	
Suggested Deadline Date:	02 Nov 2014	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	
Question:	Certificates of Occupancy for each building have been issued and are on file.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	No Documentation found for occupancy certificate.	
Source of Findings:	Document Review: Occupancy certificate not found.	

Suggested Plan of Action:	Collect Certificates of Occupancy for each building.	
Suggested Deadline Date:	03 Sep 2014	
Standard:	Are certificates of occupancy provided for each building or ancillary structure?	
Question:	Occupancy Type	
Priority Level:		
Non-Compliance Level:		
Description:	Occupancy Type is not mentioned in any document (Drawing or fire license). So that, assumed as per physical assessment.	
Source of Findings:		
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Provide Occupancy Type for each building and structure. Reference Alliance Standards Part 3 Use and Occupancy	
Question:	Construction Type	
Priority Level:		
Non-Compliance Level:		
Description:	Construction Type is not mentioned in any document (Drawing or fire license). So that, assumed as per physical assessment.	
Source of Findings:		
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Provide construction type for each building and ancillary structure. Reference Alliance Standards Table 3.3.1	
Question:	Height of Highest Occupied Floor Level Above Grade	
Priority Level:		
Non-Compliance Level:		
Description:		

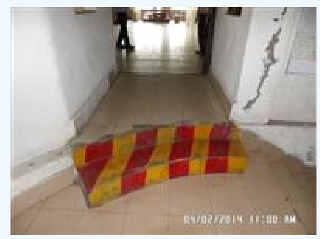
Source of Findings:		
Suggested Plan of Action:		
Suggested Deadline Date:		
Standard:	Provide maximum height of highest occupied floor level above grade for each type of building and ancillary structure.	
Fire Protection Systems		
Question:	Does the building have a Standpipe System?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	Standpipe hose systems are undersized (1 inch.) as per class-II (1.5 inch.) and there is no provision for class-I (2.5 inch) standpipe connection.	
Source of Findings:	Photograph: Under sized stand pipe hose system.	
Suggested Plan of Action:	Install a standpipe system at required locations (class-II standpipe hose connection provisions and class-I hose connections at the stair cases on each level) designed by a qualified fire protection engineer as per NFPA 14.	
Suggested Deadline Date:	03 Aug 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 25 HP electric pump and a jockey pump was found for the existing hose system but the hose pressure was insufficient at the hydraulically most remote hose connection. Power connection switch was found off and pump is not started automatically when the hose is opened. The pump arrangement will create air blockage and there is no alarm monitoring of the control valves.	
Source of Findings:	Photograph: Fire pump, Hose pressure in hydraulically most remote hose connection.	
Suggested Plan of Action:	Install a fire pump system according to NFPA 20 which should create 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:	02 Nov 2014	

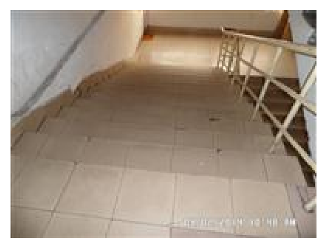
Standard:	Alliance Standard Part 5 Fire Protection Systems	
Question:	Are notification and initiation devices for the fire alarm system installed at required locations based on occupancy type?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	Factory has a central fire alarm and detection system but smoke detector system does not cover the entire place of building-3. Detectors in building-4 are fixed in improper way.	
Source of Findings:	Photograph: Detector was not installed in right place.	
Suggested Plan of Action:	Install fire alarm and detection system in such a manner that, it will cover entire floor area(detectors in middle of each bay, each in all separate room and detector to detector distance should not greater than 30 ft in either side if there are no beams intersecting the slab). Set up a Fire alarm and detection system central station monitoring service or direct connection to the Fire Service and Civil Defense. Assign a person to contact with the fire department in the event of fire alarm activation.	
Suggested Deadline Date:	12 Aug 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 in standpipe system.	
Source of Findings:	Photograph: corrosion in standpipe.	
Suggested Plan of Action:	A standpipe system shall be provided for the building in accordance with the Alliance document Section 5.4 and NFPA 14.	
Suggested Deadline Date:	03 Nov 2014	
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 connection not found.	
Source of Findings:	Visual Assessment: As per overview of the factory.	
Suggested Plan of Action:	Install fire department connection(s) in accordance with the Alliance document Section 5.5.4 and NFPA 20, 22, and 24. Connections shall match the Fire Service and Civil Defense hose thread standard.	
Suggested Deadline Date:	03 Nov 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:	Factory has no proper inspection, maintenance, and testing records for hose system.	
Source of Findings:	Document Review: There is no proper document.	
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 25.	
Suggested Deadline Date:	03 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:	No signage found for stand pipe system.	
Source of Findings:	Visual Assessment: Over view the factory standpipe system.	
Suggested Plan of Action:	Install required identification signs at the noted locations. Signage must comply with NFPA 14.	
Suggested Deadline Date:	03 Sep 2014	
Standard:	Reference NFPA 14 Chapter 6	
Question:	Are inspection, maintenance, and testing procedures of the fire pump documented and up to date?	

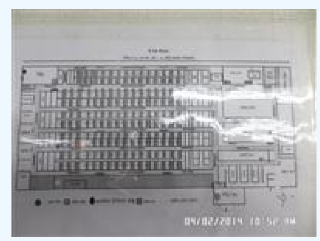
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	There are no proper document for inspection, maintenance, and testing procedures of the fire pump.	
Source of Findings:	Document Review: There is no proper document.	
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the fire pump. Program must comply with NFPA 25.	
Suggested Deadline Date:	02 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:	Clear width of aisles in building-1 (3rd floor), building-2 (1st floor) and in building-4 (3rd floor) are less than 36 in.	
Source of Findings:	Visual Assessment: As per over view the factory.	
Suggested Plan of Action:	Modify and mark the noted aisles to maintain the minimum required clear width of 0.9 m (36 in). Keep aisles free of obstructions.	
Suggested Deadline Date:	03 Aug 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:	All doors in a means of egress are of the side-hinged swinging type.	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Except for installed fire doors, all other doors are either sliding or collapsible type.	
Source of Findings:	Photograph: All the buildings.	
Suggested Plan of Action:	Remove the sliding doors and collapsible gates and provide side-hinged swinging egress doors in compliance with the Alliance document Section 6.8.	
Suggested Deadline Date:	03 Nov 2014	

Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates
Question:	All paths of egress are provided with compliant means of illumination.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	All Aisles, Exit and stair cases have no proper illumination.
Source of Findings:	Visual Assessment: As per over view the factory.
Suggested Plan of Action:	Install appropriate means of illumination at the noted locations. The source of illumination shall provide not less than 50 lux at the illuminated surface with a contrast of not less than 0.5. Approved self-luminous signs, which provide evenly illuminated letters having a minimum luminance of 0.2cd/m2, may also be used.
Suggested Deadline Date:	02 Nov 2014
Standard:	Alliance Standards Part 6 Section 6.7 Egress Illumination and Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape
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:	Checklist for emergency power for means of egress illumination not found.
Source of Findings:	Document Review: Document not found.
Suggested Plan of Action:	Develop and implement a testing and maintenance program that ensures the operation of all emergency lights is verified at least once per year. If battery-operated lights are used, these lights shall be tested on a monthly basis. Functional testing of battery powered lights shall be provided for a minimum 90 min once per year.
Suggested Deadline Date:	03 Sep 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:	In building-2 and 3 some exit signs are not illuminated.	
Source of Findings:	Photograph: Non illuminated exit sign.	
Suggested Plan of Action:	Install Illuminated exit signs 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:	03 Nov 2014	
Standard:	Alliance Standard Part 6 Section 6.11 Exit Signs	
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:	2	
Description:	Changes in elevation (more than ¼ in.) without beveled slope in the way of exit to stair in building-1 1st floor; also steps which are provided to solve the problem are inside the stair which are a partial obstruction of stair case.	
Source of Findings:	Photograph: Changes in elevation without beveled slope in building-1 1st floor stair way.	
Suggested Plan of Action:	Modify the noted location to comply with the Alliance Standard Section 6.3.4 for walking surfaces. If the change in elevation exceeds 21 inches a stair or ramp will be required.	
Suggested Deadline Date:	03 Nov 2014	
Standard:	Alliance Standard Part 6 Section 6.3.4 Walking Surfaces	
Question:	Illuminated exit signs are provided with battery backup or emergency power and are continuously illuminated.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	All Exit signs are not continuously illuminated.	
Source of Findings:	Visual Assessment: As per visual assessment.	

Suggested Plan of Action:	Provide an emergency power source, either by battery back or up or by connecting to the emergency power system, for illuminated exit signs.	
Suggested Deadline Date:	03 Nov 2014	
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:	Document not found.	
Source of Findings:	Document Review: Document not found.	
Suggested Plan of Action:	Develop and implement 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 signs are tested on a monthly basis. Functional testing of battery powered signs is provided for a minimum 90 min once per year.	
Suggested Deadline Date:	03 Sep 2014	
Standard:	Alliance Standard Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape.	
Question:	Handrails are provided on both sides of each stairway. Intermediate handrails are provided when the stair width exceeds 2.2 m (87 in.). Handrails are not mounted lower than 760 mm (30 in.) or higher than 1100 mm (44 in.).	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Handrails are provided only one side of each stairs.	
Source of Findings:	Photograph: stair case	
Suggested Plan of Action:	Provide handrails on both sides of each stairway. Intermediate handrails shall be provided when the stair width exceeds 2.2 m (87 in.). Mount handrail height in between 30 in. to 44 in.	
Suggested Deadline Date:	02 Nov 2014	
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:	Building-4 is a 6 storied building but there is no provision re-entry in any of the floor.	
Source of Findings:	Visual Assessment: Overview of the factory.	
Suggested Plan of Action:	Provide every door in a stair enclosure that serves more than 5 stories with re-entry provisions in accordance with the Alliance document Section 6.8.3.	
Suggested Deadline Date:	03 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:	1	
Description:	Occupant loads are not posted in any place.	
Source of Findings:	Visual Assessment: As per over view the factory.	
Suggested Plan of Action:	Post occupant loads for every assembly and production floor in a conspicuous space near the main exit or exit access doorway for the space.	
Suggested Deadline Date:	03 Sep 2014	
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load	
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 and the floor level indication not found in any place of factory building.	
Source of Findings:	Visual Assessment: As per over view the factory.	
Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and the floor level at the noted locations.	
Suggested Deadline Date:	03 Sep 2014	

Standard:	Alliance Standard Part 6 Section 6.9 Stairs	
Fire Safety Programs		
Question:	Are the required number of people trained and certified in fire fighting, first aid, and rescue training by the appropriate authority.	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	Required number of people (25 %) are not trained and certified in fire fighting, first aid, and rescue training.	
Source of Findings:	Document Review: As per over view the document.	
Suggested Plan of Action:	Arrange sufficient training programs for fire fighting, first aid, and rescue training and make proper documentation for Alliance review.	
Suggested Deadline Date:	03 Nov 2014	
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 egress maps are posted at the entrance to each exit stair but many evacuation plans printed in A4 size paper which actually does not serve the purpose.	
Source of Findings:	Photograph: Evacuation plan in A4 size paper.	
Suggested Plan of Action:	Post emergency egress maps at the entrance to each exit stair or main point of egress in proper way.	
Suggested Deadline Date:	02 Jun 2014	
Standard:	Alliance Standards Part 13 Section 13.4 Evacuation Plan	
Question:	Chemicals and other flammable materials are stored within approved enclosures.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	There is a unprotected chemical storage beside the N-W staircase of the building-1 (Ground Floor)	

Source of Findings:	Photograph: Unprotected chemical storage besides the Northwest staircase of the building-1 (Ground Floor)	
Suggested Plan of Action:	Store all chemicals within the appropriate fire rated enclosure and arrange them in a safe manner. Chemical storage shall be in compliance with the BNBC Part 3 Section 2.1.13.	
Suggested Deadline Date:	03 Sep 2014	
Standard:		
Question:	Training programs are implemented and documented in accordance with the Alliance Safety Training Curriculum.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Proper documentation not found in accordance with the Alliance Safety Training Curriculum.	
Source of Findings:	Document Review: Documents for training program not found.	
Suggested Plan of Action:	Arrange sufficient training programs under Civil defense/ Fire safety director and prepare proper documentation regarding training programs for Alliance review.	
Suggested Deadline Date:	03 Sep 2014	
Standard:	Alliance Standards Part 13	
Question:	A Fire Safety Director position has been filled.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	Fire Safety Director position has not been filled.	
Source of Findings:	Document Review: Joining letter for Fire Safety Director not found.	
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 perform the required duties in accordance with the Alliance document Section 13.1.	
Suggested Deadline Date:	03 Nov 2014	
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:	Hot-work permit program has not been established. There is no document regarding the permission of hot work.	
Source of Findings:	Document Review: There is no 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:	03 Sep 2014	
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B	