INITIAL FIRE ASSESSMENT REPORT (FAR)

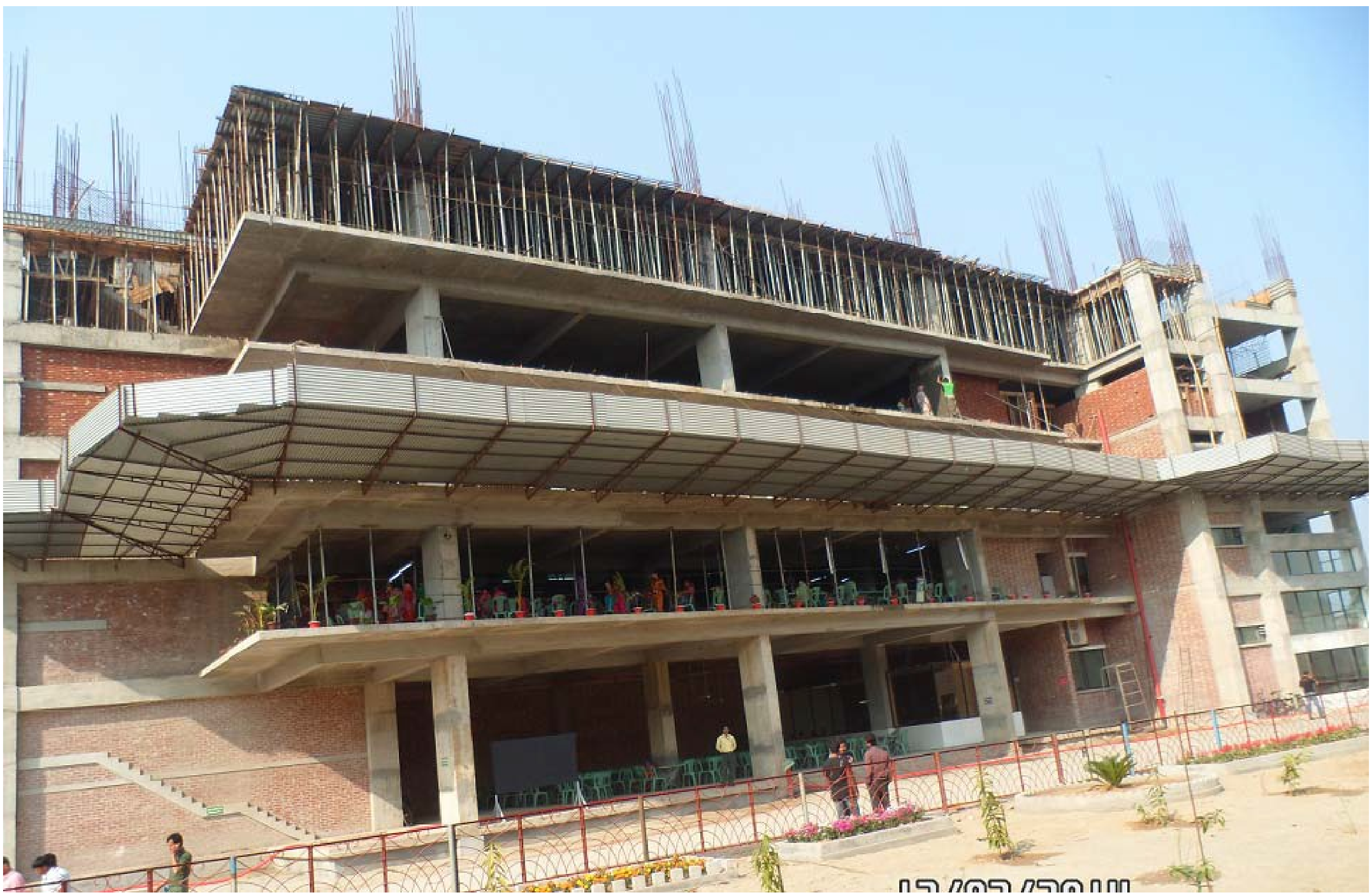
Factory Name:	**Creative Collection Ltd**
Address:	**Plot# 69 & 70, Nishat Nagor Tongi, Gazipur Tongi, Gazipur Dhaka Bangladesh**
Assessor:	**Uttaron Technologies**
Date:	**13 Feb 2014**

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.



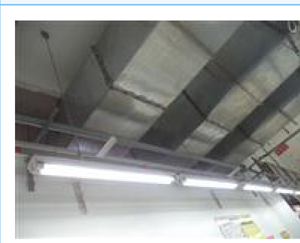
GENERAL INFORMATION

General Information	
Factory Name:	Creative Collection Ltd
Address:	Plot# 69 & 70, Nishat Nagor Tongi, Gazipur Tongi, Gazipur Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Tongi, Gazipur
Zip Code:	1711
Audit Duration:	2 Days 0 Hours
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	13-Feb-2014
Final Report Date:	Update once final report is complete (after all comments incorporated).
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	One
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	1 main factory building: 6- STORIED(PROPOSED 10-STORIED)
Approximate Building Area (SF):	Total area of the main building is 341,000 sft. GF: 52673 SF, 1ST: 56700SF, 2ND: 56700 SF: 3RD: 56700 SF: 4TH: 56700 SF, 5TH: 56700SF.
Date of Building Construction:	Initially constructed in 2013 and on going now.
Date of Last Building Renovation/Addition:	No
Ancillary Structures in Complex:	None
Approximate Ancillary Structures Area (SF):	None
Number of Occupants:	Total occupants in the factory comples is 1,800. GF: 100, 1ST: 300, 2ND: 300: 3RD: 300: 4TH: 300, 5TH: 500.

Number of Ancillary Levels (Stories):	None
Occupancy Type:	G2
Construction Type:	RCC
Height of Highest Occupied Floor Level Above Grade:	36 FT

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:	Found a number of penetrations in some barrier walls relating to steam lines and other utilities, which are sealed by using available materials.	
Source of Findings:	Photograph: visual inspection	
Suggested Plan of Action:	Install fire-resistive sealant products to provide the required degree of protection for rated walls and assemblies in accordance with the standard.	
Suggested Deadline Date:	16 Oct 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 shafts provided with the minimum fire-resistance rating?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	There is no shafts except 05 nos lift shaft which are currently under construction.	
Source of Findings:	Visual Assessment: Shaft enclosure found while under construction.	
Suggested Plan of Action:	While under construction, strong consideration should be given to provide a temporary fire rated barrier to isolate the operational floors of the factory from the current open lift shaft condition.	
Suggested Deadline Date:	16 Oct 2014	
Standard:	Reference Alliance Standards Part 4 Section 4.5.7.1 through 4.5.7.3	
Question:	Fire dampers installed on air-conditioning and ventilation ducts appear to be in good condition and operational.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	03 nos Supply air ducts are present at the factory where fire dampers are not found.	

Source of Findings:	Photograph: photographic evidence.
Suggested Plan of Action:	Fire dampers need to be installed in the ducting where they bridge over required fire separation barriers. Dampers shall be the same protection rating as the rating requirement of the barrier.
Suggested Deadline Date:	16 Jan 2015
Standard:	Reference Alliance Standards Part 4 Section 4.6 Opening Protectives and Section 4.7 Penetrations

Fire Protection Systems

Question:	Does the building have a fire pump?
Priority Level:	High
Non-Compliance Level:	3
Description:	Dedicated fire pump not installed at this time however new installation is under process as part of the factory expansion.
Source of Findings:	Visual Assessment: Fire pump installation is under process.
Suggested Plan of Action:	Arrangement should be checked to ensure compliance with per BNBC Part -4 Chap-4, 4.2.6 and all applicable sections of the NFPA codes.
Suggested Deadline Date:	16 Oct 2014
Standard:	Alliance Standard Part 5 Fire Protection Systems
Question:	Trouble or alarm notifications were not indicated on the fire alarm control panel.
Priority Level:	High
Non-Compliance Level:	3
Description:	No centralized alarm and detection system is installed.
Source of Findings:	Visual Assessment: Trouble or alarm notifications system wear not found.
Suggested Plan of Action:	Install an automatic fire detection alarm system throughout the factory in accordance with NFPA 72. Until that time a central station monitoring service or direct connection to the Fire Service and Civil Defence can be set up; a person needs to be assigned to contact the fire department in the event of fire alarm activation. An annunciator needs to be located in a constantly attended location to alert this person.
Suggested Deadline Date:	16 Aug 2014
Standard:	Alliance Standard Part 13 Section 13.10 Maintenance of Fire Protection Equipment
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/Siamese connection not found	
Source of Findings:	Visual Assessment: Fire department connection not found in the factory	
Suggested Plan of Action:	Provide Fire Department (Siamese) connections to the existing standpipe system. Connections shall match the Fire Service and Civil Defence hose thread standard and meet the requirements set out in NFPA 14.	
Suggested Deadline Date:	16 Jan 2015	
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:	No centralized alarm and detection system is installed.	
Source of Findings:	Visual Assessment: Central monitoring of Fire alarm system not found.	
Suggested Plan of Action:	Install an automatic fire detection alarm system throughout the factory in accordance with NFPA 72. Until that time a central station monitoring service or direct connection to the Fire Service and Civil Defence can be set up; a person needs to be assigned to contact the fire department in the event of fire alarm activation. An annunciator needs to be located in a constantly attended location to alert this person.	
Suggested Deadline Date:	16 Aug 2014	
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring	
Question:	Are inspection, maintenance, and testing procedures of the standpipe and hose system documented and up to date? Including inspection and testing of hoses if provided.	
Priority Level:	Low	
Non-Compliance Level:	1	
Description:	No records found	
Source of Findings:	Visual Assessment: No records found in the factory.	
Suggested Plan of Action:	Establish a Periodic Programmed Maintenance (PPM) plan for the routine inspection, maintenance and periodic testing for the standpipe / hose reel system. This program must incorporate all elements of the installed system and comply with the requirements of NFPA 25.	
Suggested Deadline	16 Jan 2015	

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:	1
Description:	Signage for the standpipe system not found
Source of Findings:	Visual Assessment: No signage for the standpipe system was seen
Suggested Plan of Action:	Install the required permanent identification signs in compliance with NFPA 14, on all standpipe system equipment and components.
Suggested Deadline Date:	29 Aug 2014
Standard:	Reference NFPA 14 Chapter 6
Means of Egress	
Question:	All occupied roofs are provided with parapets or guards with a minimum height of 1067 mm (42 in.).
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Parapet is not found because building is not completed (4th floor is under construction) .
Source of Findings:	Visual Assessment: The factory is under construction.
Suggested Plan of Action:	Based on the new roof design, provide parapets or guards with a minimum height of 1067 mm (42 in.) for all occupied roof areas where necessary.
Suggested Deadline Date:	16 Jan 2015
Standard:	Alliance Standard Part 6 Section 12 Handrails and Guards
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.
Source of Findings:	Visual Assessment: Occupant loads are not posted at every floor
Suggested Plan of Action:	Occupant load signage should be posted for every assembly and production floor, at a conspicuous space near the main exit or exit access doorway for the

	space.	
Suggested Deadline Date:	16 Aug 2014	
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load	
Question:	Interior finishes for means of egress meet the rating requirements for Class A, B and C materials.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Interior walls are painted in normal emulsion paint throughout the means of egress.	
Source of Findings:	Visual Assessment: Interior walls are painted with normal paints.	
Suggested Plan of Action:	Replace non-compliant standard emulsion finishes with Fire Retardant / Intumescent Paint that has a maximum flame spread index of 75 and smoke developed index of 450 as tested in accordance with ASTM E 84	
Suggested Deadline Date:	16 Jan 2015	
Standard:	Alliance Standard Part 6 Section 6.3.2 Interior Finish	
Question:	Exits are limited to Class A and Class B interior materials.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Exits are not limited to Class A and Class B interior materials	
Source of Findings:	Visual Assessment: Combustible materials seen	
Suggested Plan of Action:	Remove non-compliant materials and replace with materials meeting the requirements of Class A or Class B materials.	
Suggested Deadline Date:	16 Jan 2015	
Standard:	Alliance Standard Part 6 Section 6.3.2 Interior Finish	
Fire Safety Programs		
Question:	Training programs are implemented and documented in accordance with the Alliance Safety Training Curriculum.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	The factory has not received the Alliance Safety Training Curriculum at the time of the assessment and has not conducted safety training curriculum per Alliance Standards Part 13.	

Source of Findings:	Visual Assessment: Not found any record.
Suggested Plan of Action:	Training programs should be implemented and documented according to standard.
Suggested Deadline Date:	16 Aug 2014
Standard:	Alliance Standards Part 13
Question:	A Fire Safety Director position has been filled.
Priority Level:	Low
Non-Compliance Level:	1
Description:	No Fire Safety Director was available on site.
Source of Findings:	Visual Assessment: A Fire Safety Director position has not filled.
Suggested Plan of Action:	Create a Fire Safety Director position and fill that position ASAP with an individual that has had sufficient training and experience to be able to carry the required duties.
Suggested Deadline Date:	16 Jan 2015
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 established or enforced.
Source of Findings:	Document Review: No documents found, Visual Assessment: No documents found
Suggested Plan of Action:	Produce, establish and enforce a written policy and procedure for housekeeping to ensure scheduled cleaning of all floors, walls, ceilings, air ventilation systems and other building components. Ensure the timely removal of defective, waste and rubbish materials is included. As a general rule the maximum tolerable deposit thickness for loose fluffy lint is 13 mm (½ in.) over a maximum of 46.5 m2 (500 ft2). Limit dense deposits to 6 mm (¼ in.) and oil saturated deposits to 3.2 mm (⅛ in.).
Suggested Deadline Date:	16 Apr 2015
Standard:	Alliance Standards Part 13 Section 13.6 Housekeeping
Question:	A hot-work permit program has been established.
Priority Level:	Low
Non-Compliance Level:	1

Description:	No hot-work permit program has been established. During visit hot-work operation was ongoing in the facility as part of the extension and one blank printed request form was found.	
Source of Findings:	Visual Assessment: No records found.	
Suggested Plan of Action:	Produce and enforce a policy and procedure for the safe execution of all hot work actions in the factory. Provide those required factory workers and contractors with training on the hot work P&P and ensure that all hot work actions follow the P&P.	
Suggested Deadline Date:	16 Jan 2015	
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B	