INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name:	**World Ye Apparels (BD) Ltd**
Address:	**Plot No. 61-64 & 70-73, Sector No-02 KEPZ Karnafully EPZ, North Patenga, Chittagong Chittagong Chittagong Bangladesh**
Assessor:	**Bureau Veritas**
Date:	**21 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:	World Ye Apparels (BD) Ltd
Address:	Plot No. 61-64 & 70-73, Sector No-02 KEPZ Karnafully EPZ, North Patenga, Chittagong Chittagong Chittagong Bangladesh
Country:	Bangladesh
Province:	Chittagong
City:	Chittagong
Zip Code:	4204
Audit Duration:	1 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	06-30-2014
Final Report Date:	07-10-2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	There are 8 buildings in the factory premises out of which one is main production building and seven are ancillary buildings. The buildings are named as: 1) Two story prefab main production building, 2) Three story prefab office building, 3) Single story RCC utility building and prefab shed on roof, 4) Single story boiler shed, 5) Single story RCC security building-1, 6) Single story RCC security building-2, 7) Single story prefab oil tank store, 8) Single story prefab child care building.
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	1) Two story main production building: Building height (Highest occupied floor level): 4.8 m or 15.75 ft [Height up to roof: 12 m or 39.37 ft], Occupied levels: 2, 2) Three story office building: Building height: 26 ft [Height up to roof: 40 ft], Occupied levels: 3, 3) Single story RCC utility building: Building height: 15.75 ft [Height up to roof: 33 ft], Occupied levels: 2, 4) Single story boiler shed: Building height: 0.5 ft above grade [Height up to roof: 15.75 ft], Occupied levels: 1, 5) Single story RCC security building-1: Building height: 0.5 ft above grade [Height up to roof: 10 ft], Occupied levels: 1, 6) Single story RCC security building-2: Building height: 0.5 ft above grade [Height up to roof: 10 ft], Occupied levels: 1, 7) Single story oil tank store: Building height: 0.5 ft above grade [Height up to roof: 9 ft], Occupied levels: 1, 8) Single story child care building: Building height: 0.5 ft above grade [Height up to roof: 10 ft], Occupied levels: 1.
Approximate Building Area (SF):	Total area of all buildings in the factory premises: 208567 sft. Building wise breakdown as follows: 1) Two story prefab main production building: 160964 sft (Ground floor: 80482 sft, 1st floor: 80482 sft), 2) Three story prefab office building: 39048 sft (Ground floor: 13016 sft, 1st floor: 13016 sft, 2nd floor: 13016 sft), 3) Single story RCC utility building and prefab shed on roof: 5460 sft (Ground floor: 2908 sft, 1st floor: 2552 sft), 4)

	Single story boiler shed: 1634 sft, 5) Single story RCC security building-1: 199 sft, 6) Single story RCC security building-2: 385 sft, 7) Single story prefab oil tank store: 460 sft, 8) Single story prefab child care building: 417 sft.
Date of Building Construction:	Factory personnel informed the date of construction as follows: 1) Two story prefab main production building: Started in July-2010 and finished in June-2013, 2) Three story prefab office building: Started in July-2010 and finished in June-2013, 3) Single story RCC utility building and prefab shed on roof: Started in July-2010 and finished in June-2013, 4) Single story boiler shed: No record for date of construction was found from factory personnel, 5) Single story RCC security building-1: No record for date of construction was found from factory personnel. 6) Single story RCC security building-2: No record for date of construction was found from factory personnel. 7) Single story prefab oil tank store: No record for date of construction was found from factory personnel. 8) Single story prefab child care building: Started in June-2014 and still going on.
Date of Last Building Renovation/Addition:	No record for date of renovation or addition was found from factory personnel.
Ancillary Structures in Complex:	1) Three story prefab office building, 2) Single story RCC utility building and prefab shed on roof, 3) Single story boiler shed, 4) Single story RCC security building-1, 5) Single story RCC security building-2, 6) Single story prefab oil tank store, 7) Single story prefab child care building.
Approximate Ancillary Structures Area (SF):	1) Three story prefab office building: 39048 sft (Ground floor: 13016 sft, 1st floor: 13016 sft, 2nd floor: 13016 sft), 2) Single story RCC utility building and prefab shed on roof: 5460 sft (Ground floor: 2908 sft, 1st floor: 2552 sft), 3) Single story boiler shed: 1634 sft, 4) Single story RCC security building-1: 199 sft, 5) Single story RCC security building-2: 385 sft, 6) Single story prefab oil tank store: 460 sft, 7) Single story prefab child care building: 417 sft.
Number of Occupants:	Total number of occupants: 1457. 1) Two story prefab main production building: 1430 (Ground floor: 230, 1st floor: 1200), 2) Three story prefab office building: 19 (Ground floor: 2, 1st floor: 17, 2nd floor: 0), 3) Single story RCC utility building and prefab shed on roof: 3 (Ground floor: 3, 1st floor: 0), 4) Single story boiler shed: 1, 5) Single story RCC security building-1: 2, 6) Single story RCC security building-2: 2, 7) Single story prefab oil tank store: 0, 8) Single story prefab child care building: 0.
Number of Ancillary Levels (Stories):	1) Three story prefab office building: Building height (Highest occupied floor level): 7.92 m or 26 ft [Height up to roof: 12.19 m or 40 ft], Occupied levels: 3, 2) Single story RCC utility building: Building height: 4.8 m or 15.75 ft [Height up to roof: 33 ft], Occupied levels: 2, 3) Single story boiler shed: Building height: 0.5 ft above grade [Height up to roof: 15.75 ft], Occupied levels: 1, 4) Single story RCC security building-1: Building height: 0.5 ft above grade [Height up to roof: 10 ft], Occupied levels: 1, 5) Single story RCC security building-2: Building height: 0.5 ft above grade [Height up to roof: 10 ft], Occupied levels: 1, 6) Single story prefab oil tank store: Building height: 0.5 ft above grade [Height up to roof: 9 ft], Occupied levels: 1, 7) Single story prefab child care building: Building height: 0.5 ft above grade [Height up to roof: 10 ft], Occupied levels: 1.
Occupancy Type:	1) Two story prefab main production building: [Ground floor: G2 (Sample, cutting, fitting room, cad room), H2 (Finished goods store, fabric store, trim store), E4 (Prayer room), 1st floor: F1 (Office), G2 (Sewing, finishing, iron section), J1 (Spot removing room), K1 (Maintenance room)], 2) Three story prefab office building: [Ground floor: F1 (Conference room), E3 (Dining of capacity 600), J1 (Kitchen), 1st floor: F1 (Office), 2nd floor: F1 (Office)], 3) Single story RCC utility building and prefab shed on roof: [Ground floor: K1 (Generator room, compressor room, dry type transformer room, maintenance room, underground water tank, fire pump and water pump room), 1st floor: K1 (Toilet & wash room)], 4) Single story boiler shed: K1 (Boiler room), 5) Single story RCC security building-1: F1 (Security room), 6) Single story RCC security building-2: F1 (Security room), 7) Single story prefab oil tank store: J1 (Diesel store), 8) Single story prefab child care building: B2 (Child care).
Construction Type:	1) Two story prefab main production building: Non-rated, 2) Three story prefab office building: Non-rated, 3) Single story RCC utility building and prefab shed on roof: [Ground floor: Type 1, 1st floor: Non-rated (Only ceiling)], 4) Single story boiler shed: Non-rated, 5) Single story RCC security building-1: Type 1, 6) Single story RCC security building-2: Type 1, 7) Single story prefab oil tank store: Non-rated, 8) Single story prefab child care building: Non-rated.

Height of Highest Occupied Floor Level Above Grade:	1) Two story prefab main production building: 4.8 m or 15.75 ft, 2) Three story prefab office building: 7.92 m or 26 ft, 3) Single story RCC utility building and prefab shed on roof: 4.8 m or 15.75 ft, 4) Single story boiler shed: 15 cm or 0.5 ft above grade, 5) Single story RCC security building-1: 15 cm or 0.5 ft above grade, 6) Single story RCC security building-2: 15 cm or 0.5 ft above grade, 7) Single story prefab oil tank store: 15 cm or 0.5 ft above grade, 8) Single story prefab child care building: 15 cm or 0.5 ft above grade.

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:	The door and window of boiler room at single story boiler building are not protected. The door of oil tank store building is not protected. The door and window of generator room at two story utility building are not protected. The doors of fabric store, finished goods store and trim store near cutting section at ground floor of two story prefab main production shed are not protected. The doors of spot removing room using flammable spot lifter near iron and finishing section at 1st floor of two story prefab main production shed are not protected. Such unprotected openings are not allowed according to Alliance standard 4.6.	
Source of Findings:	Photograph: Occupancy separations are not fire rated and the opening protectives are not fire rated as well at noted locations. Pictures show unprotected door of generator room at ground floor of utility building, unprotected door and window of boiler room at boiler building, and unprotected door of fabric store at ground floor of main production shed.	
Suggested Plan of Action:	Provide opening protectives at all doors and other openings on all the fire rated walls in the noted locations across the entire premises. Close these openings if they are not required.	
Suggested Deadline Date:	22 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 exit enclosures provided with fire-resistive rated construction barriers?	 
Priority Level:	High	
Non-Compliance Level:	3	
Description:	There are five stairs in the two story prefab main production building. None of the stairs are fire proof. No fire door is installed at exits of any floor. At ground floor, the southwest stair, southeast stair, northwest stair and northeast stair pass through other occupancies. At ground floor level, the enclosures of these stairs open into other occupancies without fire doors. There are no wall and roof slabs provided as enclosure in any of the 5 stairs at 1st floor of this building. The occupant load on the 1st floor is 1200 and maximum travel distance is 57.30 m. Therefore all the five stairs need to be 1 hr fire rated with exit enclosure and the exit doors in the enclosure also need to be 1 hour rated. There are two stairs in the three story prefab office shed and none of the stairs are fire proof. No fire door is installed at exits of any floor. The exit enclosure is	

	1 hr fire rated but the exit doors need to be 1 hour rated.	
Source of Findings:	Photograph: No exit enclosure at west middle stair and unprotected exit door at stair., Visual Assessment: During site tour, exit enclosures were found unprotected.	
Suggested Plan of Action:	Provide 1 hr fire-resistive rated construction barriers at exit enclosures. Fit side-swinging, self-closing, non-lockable fire doors of 1 hr rating in all stairwell enclosures that swing in the direction of egress. Consult a qualified fire protection engineer to design the required rated construction barriers.	
Suggested Deadline Date:	22 Oct 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 are two cargo lifts connecting 2 stories at north side and south side of two story prefab main production shed. The cargo lifts are open to production floor and have fire-resistance rating of 1 hour but the doors in lifts are not protected with 0.75 hr fire protective opening assemblies as required.	
Source of Findings:	Visual Assessment: Doors of cargo lift found unprotected.	
Suggested Plan of Action:	Protect the openings of shaft enclosure by providing rated opening protectives.	
Suggested Deadline Date:	22 Oct 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:	There are no fire separations between spot removing room and iron section at 1st floor of two story prefab main production shed. A solvent in aerosol is used as spot lifter in the spot removing room. Wooden particle board and aluminum door is used as separation barrier between these two occupancies. There are no fire separations between fabric store and cutting section, finished goods store and cutting section, trim store and cutting section at ground floor of two story prefab main production shed. The separation wall is not continued up to ceiling in these occupancies. The boiler room in single story boiler building and the two story prefab main production shed are not fire separated. The distance between these two buildings is only 1.68 m and there is unprotected door and window in boiler building facing main production building. These occupancies need to be fire separated.
Source of Findings:	Photograph: Spot removing room and iron section are not fire separated on 1st floor of main production shed. Fabric store and cutting section are not fire separated at ground floor of main production shed. Boiler building and main production shed are not fire separated., Visual Assessment: Occupancy separations are not found fire rated and the opening protectives are not fire rated as well at noted locations.
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types. Consult a qualified fire protection engineer to design the required rated construction barrier.
Suggested Deadline Date:	14 Jan 2015
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:	Occupancy certificates for the buildings in the factory premises were not found.
Source of Findings:	Document Review: There was no occupancy certificate for any of the buildings among the documents shown by the factory personnel.
Suggested Plan of Action:	Apply to Bangladesh Export Processing Zone Authority (BEPZA) for issuance of occupancy certificate and pursue the matter to expedite.
Suggested Deadline Date:	08 Dec 2014
Standard:	Are certificates of occupancy provided for each building or ancillary structure?

Fire Protection Systems

Question:	Are fire department connections provided and clearly identified for the Fire Protection Systems?	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	Fire department (Siamese) inlet connection is not provided to allow fire department pumper equipment to supplement the fire protection systems as per clause 5.5.4.	
Source of Findings:	Visual Assessment: During site tour, no fire department connection was noticed.	
Suggested Plan of Action:	Provide fire department connection as required by Alliance standard.According to Alliance Standard 5.5.4 fire department outlet connections shall be provided to allow fire department pumper vehicles to draw water from ground-level or underground water storage tanks. Connections shall match the Fire Service and Civil Defense hose thread standard.	
Suggested Deadline Date:	19 Jan 2015	
Standard:	Alliance Standard Part 5 Section 5.5.4 Fire Department Connections	
Question:	Fire extinguishers are inspected, tested, and maintained as required.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Extinguishers are inspected monthly by factory personnel, but no document was found in support of i) annual maintenance of extinguishers by a servicing agent and ii) annual testing of nozzle of CO2 extinguisher. These are required as per NFPA 10.	
Source of Findings:	Document Review: Document regarding annual maintenance & testing of extinguishers was not found in the documents shown by the factory personnel.	
Suggested Plan of Action:	Fire extinguishers are to be inspected, tested, and maintained in accordance with NFPA 10 Chapter 7. as demanded in Alliance Standard Part 13 Section 13.10.3. and also provide and maintain documentation.	
Suggested Deadline Date:	14 Jan 2015	
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:	An automatic fire alarm and detection system is available in the factory, but currently there is no monitoring companies in Bangladesh. Fire service and civil defense is not also capable of monitoring fire alarm and detection systems of the factories.
Source of Findings:	Photograph: Detection system control panel at security building., Visual Assessment: Fire alarm and detection system not monitored centrally.
Suggested Plan of Action:	Arrange for direct connection of the fire alarm system to a central monitoring station or Fire Service and Civil Defense as per Alliance Standard Part 5 Section 5.7.5 Monitoring. Until that time that monitoring can be set up, arrange a monitoring system using own central detection system and personnel. 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 (such as a fire control room) to alert this person.
Suggested Deadline Date:	10 Nov 2014
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring

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:	In two story prefab main production shed, there are five exits at ground floor level. Exit discharge of west middle stair is directly to the exterior of the building. But the exits of northwest stair, northeast stair, southeast stair and southwest stair discharge at ground floor production area. This is violation of Alliance Standards. In three story prefab office shed, there are two exits and both the exit discharges are directly to the exterior of the building.
Source of Findings:	Visual Assessment: Exit discharges were not directly to the exterior of the building at noted locations.
Suggested Plan of Action:	Provide rated exit passageway i.e. protected path of egress from the exit enclosure to the public way. The rating of the exit passageway is to be equal to fire rating requirement of the exit that is being served and shall not be less than 1 hr fire-resistance rated.
Suggested Deadline Date:	22 Oct 2014
Standard:	Alliance Standard Part 6 Section 6.17 Exit Discharge. See Section 16.7.2 and

	16.7.3 for exceptions.	
Question:	Doors along the path of egress have a minimum width of 0.8 m (32 in) and have required ratings.	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	In two story prefab main production shed, the door widths are more than 0.8 m but the door of west middle stair is a steel sliding door and the doors of other four stairs are wooden, which do not have 1 hr fire rating. In three story prefab office shed, the door widths are more than 0.8 m but all the doors of the two stairs are aluminum which do not have required ratings.	
Source of Findings:	Visual Assessment: During site tour, door widths are found more than 0.8 m, but have no required ratings.	
Suggested Plan of Action:	Replace non compliant doors and frames in the means of egress with side swinging doors. Replacement doors shall be a minimum width of 0.8 m (32 in), and are listed, approved, self closing, fire rated door assemblies (door and frame) with latching panic hardware.	
Suggested Deadline Date:	22 Oct 2014	
Standard:	Alliance Standard Part 6 Section 6.5.6 Minimum Widths. Increased occupant loads will require a door width greater than 0.8 m.	
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:	3	
Description:	In two story prefab main production shed, there are five exits at ground floor level. Exit discharge of west middle stair is directly to the exterior of the building. But the exit passageway of northwest stair, northeast stair, southeast stair and southwest stair re-enters another production area instead of terminating at exit discharge or public way, which is prohibited as per clause 6.15.4. There are two stairs in the three story prefab office shed and both the stairs terminate at an exit discharge.	
Source of Findings:	Visual Assessment: During site visit, four interior exit stairways were found terminating at non rated passageway.	
Suggested Plan of Action:	Construct required rated walls and slab for the open exit passageway at noted locations.	
Suggested Deadline Date:	22 Oct 2014	
Standard:	Alliance Standard Part 6 Section 6.14 Exit Enclosures	

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 is a steel sliding door with locking arrangement at west middle stair egress location at ground floor of two story prefab main production shed. There are aluminum doors with locking arrangements at the two stairs' egress location at ground floor of three story prefab office shed.	
Source of Findings:	Photograph: Sliding door with locking arrangement at west middle stair of two story main production shed and aluminum door with locking arrangement at stair of three story office shed., Visual Assessment: Some doors are found having locking arrangement in the direction of egress.	
Suggested Plan of Action:	Remove all hasps, locks and slide bolts from rated doors.	
Suggested Deadline Date:	03 Nov 2014	
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	
Question:	Occupant loads on each level (floor) do not exceed the capacity of the available means of egress.	
Priority Level:	High	
Non-Compliance Level:	1	
Description:	At 1st floor of two story prefab main production building, 1200 people were working at the time of audit which was the maximum of all floors. Available means of egress do not meet the requirement of this occupant load at stair. Total width of five stairs is 6.55 m. But the required width is 1200x0.008=9.6 m. The floor area is 7477 m2, so space per occupant is 6.23 m2, which is greater than required 2.3 m2 (25 sft) according to Alliance Standard Part 6 Section 6.4.2.1. Other available means of egress also meet the requirement of this occupant load. Total width of aisles and exit doors are 17.8 m and 6.93 m respectively whereas required total widths for these means of egress are 6 m and 4.8 m respectively.	
Source of Findings:	Visual Assessment: No. of occupants was counted. Widths of exit doors and stairs of the concerned floor were measured.	
Suggested Plan of Action:	Reduce the number of occupants in this floor to available capacity in respect of stair width and space per person. Or, provide additional stair to meet the requirement of total stair width. Otherwise, provide sprinkler system in the building so that required stair width per person becomes 5 mm.	
Suggested Deadline Date:	03 Nov 2014	
Standard:	Alliance Standard Part 6 Section 6.4 Occupant Load	

Question:	The path of egress along the means of egress is not reduced at any point along the path of travel and is sufficient for the occupant load.	
Priority Level:	High	
Non-Compliance Level:	1	
Description:	Total width of five stairs in the main building is 6.55 m, therefore the number of occupants on the 1st floor is over the limit. Total width requirement for 1200 occupants in 1st floor is 1200X0.008=9.6 m. Available stair width does not satisfy the requirement. Total width of five exit doors in the main building is 6.93 m. Total exit door width requirement for 1200 occupants in 1st floor is 1200X0.004=4.8 m. Available exit door width satisfies the requirement. The total unobstructed width of 15 aisles on the 1st floor is 17.8 m and higher occupant load is 1200. Total required width of aisles is 6 m.	
Source of Findings:	Visual Assessment: Widths of aisles, exit doors and stairs are measured on sample basis.	
Suggested Plan of Action:	Satisfy total width requirement for stairway as per BNBC Part 4 Table 4.3.2 Page 10424. Required exit width per occupant for stairway is 8mm.	
Suggested Deadline Date:	22 Oct 2014	
Standard:	Alliance Standard Part 6 Section 6.5 Egress Width and BNBC Table 4.3.2	
Question:	Travel distance to reach an exit does not exceed the maximum distance allowed by Occupancy Type.	
Priority Level:	High	
Non-Compliance Level:	1	
Description:	Maximum travel distance for one exit is 57.3 m (i.e. below 60m but above 45m) but standpipe system is not provided in accordance with Alliance Standard. This is not in compliance with Alliance Standard Part 6 Section 13 and BNBC Part 4 Section 3.15.1.	
Source of Findings:	Visual Assessment: Travel distances are measured on sample basis.	
Suggested Plan of Action:	Install standpipe system in accordance with Alliance Standard. Otherwise, provide another exit to satisfy maximum travel distance requirement, i.e. keep it within 45m.	
Suggested Deadline Date:	22 Oct 2014	
Standard:	Alliance Standard Part 6 Section 13 Travel Distance and BNBC Part 4 Section 3.15.1	

Question:	All doors in a means of egress are of the side-hinged swinging type.
Priority Level:	High
Non-Compliance Level:	1
Description:	There are five doors in means of egress of two story prefab main production shed. One door at west middle stair is sliding type. The doors of three story prefab office shed are side-hinged swinging type.
Source of Findings:	Visual Assessment: During site tour, sliding type exit door was found.
Suggested Plan of Action:	Replace all non-compliant doors and frames in the means of egress with doors that are listed, approved, automatic-closing, side-swinging, fire rated doors in compatible fire rated frames with latching panic hardware.
Suggested Deadline Date:	22 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:	3
Description:	Occupant loads are not posted on any assembly and production floor.
Source of Findings:	Visual Assessment: Occupant loads are not posted on any assembly and production floor.
Suggested Plan of Action:	Post the occupant load 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:	10 Nov 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:	3
Description:	Record of verifying emergency power for means of egress illumination was not found.
Source of Findings:	Document Review: No document regarding verification of emergency power for means of egress was found among the documents shown by the factory personnel.

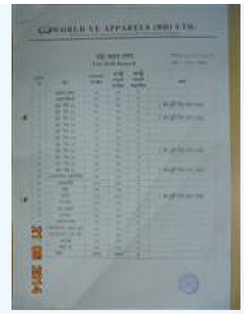
Suggested Plan of Action:	Develop a testing and maintenance program that ensures the emergency power of all egress lighting is verified at least once per year. If battery-operated lights are used, these lights shall be tested on a monthly basis. Functional testing of battery powered lights shall be provided for a minimum 90 min once per year.	
Suggested Deadline Date:	10 Nov 2014	
Standard:	Alliance Standards Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape Lighting	
Question:	Emergency power for exit signs is tested at least once per year. If battery operated, these lights are tested on a monthly basis. Functional testing of battery powered signs is provided for a minimum 90 min once per year.	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	No plan or record of conducting periodic test for the emergency battery backup for illumination of exit signs was found.	
Source of Findings:	Document Review: No document regarding testing of emergency power for exit signs was found among the documents shown by the factory personnel.	
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.	
Suggested Deadline Date:	10 Nov 2014	
Standard:	Alliance Standard Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape.	
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) required.	
Source of Findings:	Visual Assessment: Illuminated exit signs were provided with battery backup but illumination level is insufficient.	
Suggested Plan of Action:	Provide an emergency power source, either by battery backup or by connecting to the emergency power system, for compliantly illuminated exit signs.	
Suggested Deadline Date:	14 Jan 2015	

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:	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:	In two story prefab main production floor, there are five stairs. West middle, northeast and southeast stair have handrail on both sides, but northwest and southwest stairs have handrail on only one side. The handrails are mounted at 31 inches. In three story prefab office shed, there are two stairs. West side stair has handrail on both side but east side stair has handrail on only one side. The handrails are mounted 32 inch in the stairs of this shed.	
Source of Findings:	Photograph: During site visit, handrail position of the stairs were observed. Picture shows one side handrail on north west stair of main production shed and both side handrail on west side stair of office shed.	
Suggested Plan of Action:	Provide handrails on both sides of each stairway.	
Suggested Deadline Date:	14 Jan 2015	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards	
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:	1	
Description:	Illuminated exit signs are placed at entrances to exits, but along the path of egress additional exit signs or directional signs are not provided where there is a change in direction and where the continuation of egress is not obvious.	
Source of Findings:	Visual Assessment: Illuminated exit signs were not found at change in direction of egress path.	
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:	14 Jan 2015	
Standard:	Alliance Standard Part 6 Section 6.11 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:	3	
Description:	Floor levels and stair names or designations are not posted.	
Source of Findings:	Visual Assessment: Floor levels and stair designations were not found at each floor entrance from the stair to the floor.	
Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and the floor level at the noted locations in both English and Bengali.	
Suggested Deadline Date:	10 Nov 2014	
Standard:	Alliance Standard Part 6 Section 6.9 Stairs	
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:	Visual Assessment: Appropriate illumination level was not found in exit signs.	
Suggested Plan of Action:	Make sure all required exit signs are illuminated continuously at all times. Exit signs may be illuminated either by lamps external to the sign or by lamps contained within the sign. 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:	14 Jan 2015	
Standard:	Alliance Standard Part 10 Section 10.12.1 Exit Signs	
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. Factory personnel informed that 160 people are trained by fire safety and civil defense authority but certificates are not issued yet.	

Source of Findings:	Document Review: No certificate regarding fire training was found among the documents shown by factory personnel.	
Suggested Plan of Action:	Train and certify at least 25 percent of workers in fire fighting, first aid and rescue by the proper authority.	
Suggested Deadline Date:	14 Jan 2015	
Standard:	Alliance Standard Part 13 Human Element Programs	
Question:	Training programs are implemented and documented in accordance with the Alliance Safety Training Curriculum.	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	No document of any training program in accordance with the Alliance Safety Training Curriculum found.	
Source of Findings:	Document Review: Alliance safety training curriculum was not found among the documents shown by factory personnel.	
Suggested Plan of Action:	Impart training in accordance with Alliance Safety Training Curriculum and keep record with proper documentation.	
Suggested Deadline Date:	10 Nov 2014	
Standard:	Alliance Standards Part 13	
Question:	An emergency evacuation plan has been developed and communicated to all employees.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Through the interview it was noted that the workers are aware of the evacuation procedure upon commencing of the alarm. However, no procedure defining evacuation process was available.	
Source of Findings:	Document Review: Emergency evacuation plan was not found among the documents shown by factory personnel.	
Suggested Plan of Action:	Develop an emergency evacuation plan which includes duties and responsibilities of various people/groups, interfacing between groups and fire brigade, headcount and identification of trapped victims, physically disabled people and their rescue, etc. Use the guideline of BNBC in Appendix.	
Suggested Deadline Date:	10 Nov 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	

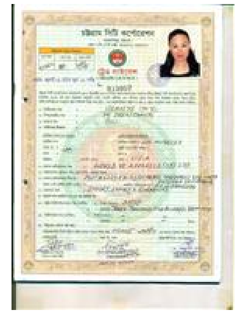
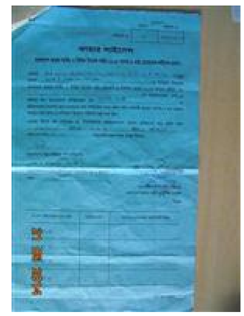
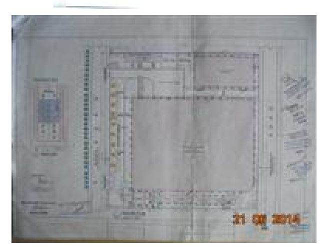
Question:	Fire Drills are conducted at required intervals based on building use type.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Fire drills are conducted monthly in main building but not under the direction of a Fire Safety Director. No details checklist found for fire drill.
Source of Findings:	Document Review: No document regarding fire drill check list and presence of fire safety director has been found among the documents shown by factory personnel.
Suggested Plan of Action:	Conduct fire drills on a quarterly basis as outlined in BNBC Part 4 Appendix A for all garment facilities. Fire drills shall be conducted under the direction of a Fire Safety Director. All other requirements for fire drills shall be conducted in accordance with BNBC Part 4 Appendix A.
Suggested Deadline Date:	10 Nov 2014
Standard:	Alliance Standards Part 13 Section 13.3 Fire Drills



Question:	Fire Department pre-planning has been completed.
Priority Level:	Low
Non-Compliance Level:	3
Description:	Fire department pre-planning was not found.
Source of Findings:	Document Review: No document regarding fire department pre-planning has been found among the documents shown by factory personnel.
Suggested Plan of Action:	Complete fire department pre-planning activities with the local Fire Service and Civil Defense.
Suggested Deadline Date:	10 Nov 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:	3
Description:	A written housekeeping policy was not found.
Source of Findings:	Document Review: No document regarding housekeeping policy was found among the documents shown by factory personnel.
Suggested Plan of Action:	Establish written corporate and plant policies on housekeeping to ensure scheduled cleaning for floors, walls, ceilings, and 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 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:	3	
Description:	Activities involving welding, grinding, etc., are taking place on the premises, yet there is no hot-work permit program established.	
Source of Findings:	Document Review: No hot-work permit could be presented by the factory personnel.	
Suggested Plan of Action:	Develop a hot-work permit program. The program must comply with the requirements of NFPA 51B. In general, this program should address the process of request and approval from authorities, necessary checks prior to approval, standby fire watch and fire fighting equipment, sounding of alarm procedure, duration and expiry of permit and re-approval procedure etc.	
Suggested Deadline Date:	14 Jan 2015	
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B	
Question:	A Fire Safety Director position has been filled.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	No viable documentation and physical presence of Fire Safety Director was noted. However, factory has informed that they have a designated person for this.	
Source of Findings:	Document Review: No record of filling the position of Fire Safety Director has been found.	
Suggested Plan of Action:	Create a Fire Safety Director position and fill the position with an individual that has had sufficient training to carry the required duties. The duties of the Fire Safety Director shall include the following: (1) Establish internal and external rally points and communicate to all employees in the building. (2) Fire department pre-planning. (3) Conduct safety inspections as outlined in Standards. (4) Ensure all testing of fire protection equipment is conducted.	
Suggested Deadline Date:	14 Jan 2015	

Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	Are all applicable permits up to date including Fire License & Boiler License.	    
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	License for storage of Class II petroleum (Diesel) greater than 2000 liter aggregate is not available. BERC license for 875 KVA capacity generator is not available. Electrician license is not available. Trade license, factory license, fire license, boiler license, boiler operator license and building approval plan are available and up-to-date.	
Source of Findings:	Uploaded Document: Trade license, fire license, boiler license and approval plan.	
Suggested Plan of Action:	Get all the licenses and permits required from the proper issuing authority.	
Suggested Deadline Date:	10 Nov 2014	
Standard:	Alliance Standard Part 13 Human Element Programs	