

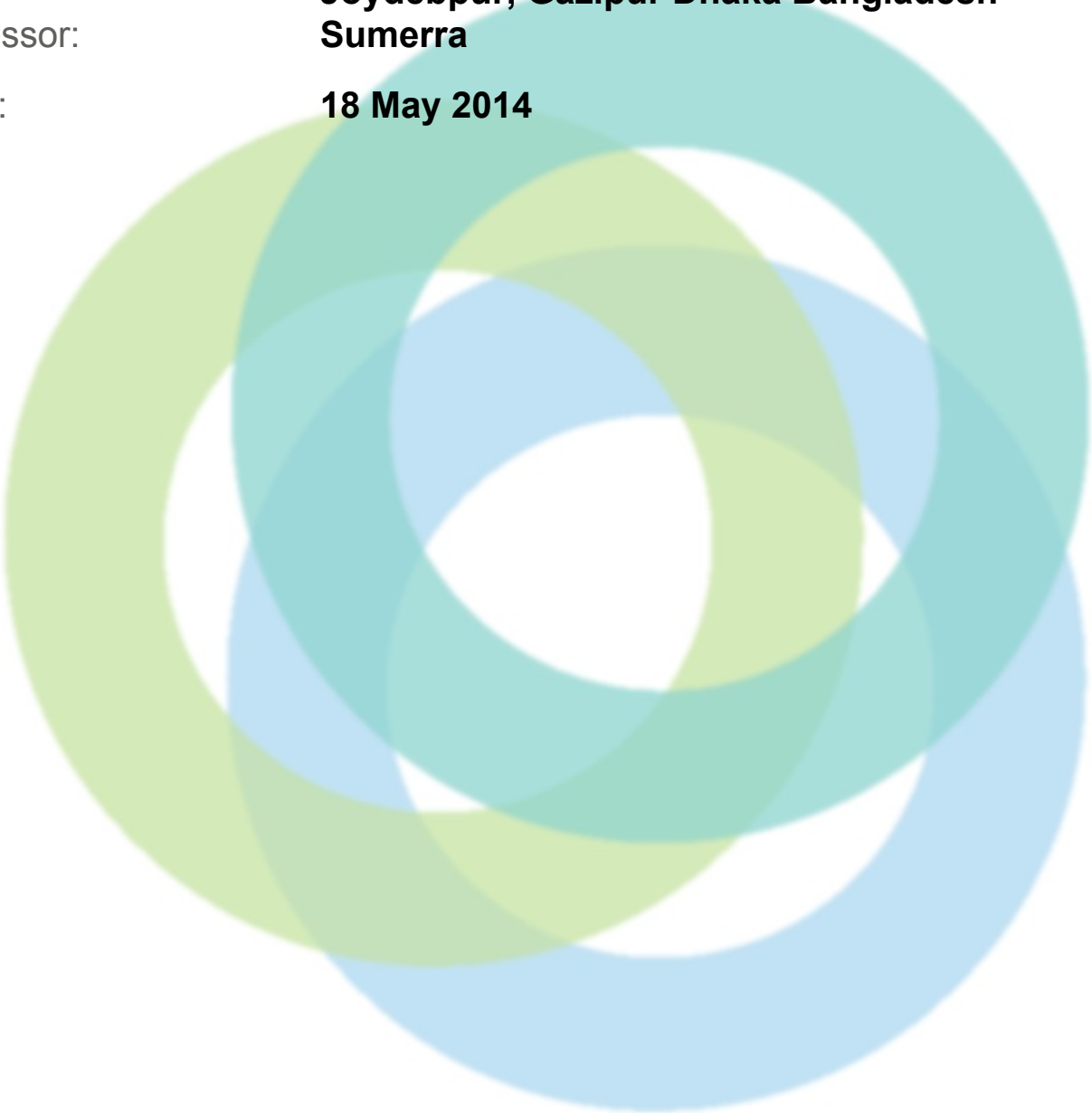
INITIAL ELECTRICAL ASSESSMENT REPORT (EAR)

Factory Name: **ODESSA FASHION LTD**

Address: **Nalzani, Chandana, Joydebpur, Gazipur, Dhaka.
Joydebpur, Gazipur Dhaka Bangladesh**

Assessor: **Sumerra**

Date: **18 May 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:	ODESSA FASHION LTD
Address:	Nalzani, Chandana, Joydebpur, Gazipur, Dhaka. Joydebpur, Gazipur Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Joydebpur, Gazipur
Zip Code:	1702
Audit Duration:	2 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date :	7/4/2014
Final Report Date :	7/8/2014
Are all action items from previous assessment complete? :	N/A
Buildings in Complex :	1 nos
Is the building(s) owned or rented by the Factory?:	Owned
Number of Building Levels (Stories) :	This is 6 storied RCC structural
Approximate Building Area (SF) :	Part A - 27852 sft, Part B - 18901 sft, Part C - 39435 sft Total = 86188 sft
Date of Building Construction :	1994
Date of Last Building Renovation/Addition :	2008
Ancillary Structures in Complex :	1
Approximate Ancillary Structures Area (SF) :	468 sft
Number of Occupants :	1,923 persons

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ASSESSMENT FINDINGS

Electrical System Maintenance

Question:	Have workers that operate and maintain the electrical system received electrical safety training? Is training documentation on site?	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Operators and workers said they are trained but could not provide any document. But the factory have qualified electrical engineer and technician	
Source of Findings:	Document Review: No Documents are available.	
Suggested Plan of Action:	Develop and implement an electrical safety program. Include key topics such as lock out tag out procedures, personal protective equipment requirements. Agenda, materials, and attendance should be documented and kept on file for review.	
Suggested Deadline Date:	30 Aug 2014	
Standard:	Reference NFPA 70e for example	
Question:	Is a periodical Insulation Resistance Measurement Program established and recorded?	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	No documentation of Insulation Resistance Measurement Program was observed.	
Source of Findings:	Document Review: No document of inspection was provided.	
Suggested Plan of Action:	Develop an Insulation Resistance Measurement Program that ensures deterioration of insulation resistance will be identified quickly. Testing should be in compliance with InterNational Electrical Testing Association (NETA). All transformers, switchgears etc. shall be subject to an insulation resistance measurement test to ground after installation but before any wiring is connected. Insulation tests shall be made between open contacts of circuit breakers, switches etc. and between each phase and earth.	
Suggested Deadline Date:	30 Aug 2014	
Standard:	Alliance Standard Part 10 Section 10.13.4 Insulation Tests and 10.13.8 Electrical Inspections	
Question:	Are thermographic scans of electrical equipment completed at least every three years?	



Priority Level:	Medium
Non-Compliance Level:	3
Description:	Thermo graphic scans of electrical equipment were never done.
Source of Findings:	Worker Interviews: Management confirms no thermographic scanning is conducted.
Suggested Plan of Action:	Complete thermographic scans at least on a three year cycle. Thermographic scans should be completed in accordance with the Standard for Infrared Inspection of Electrical Systems & Rotating Equipment and NFPA70B or a comparable standard.
Suggested Deadline Date:	30 Aug 2014
Standard:	Alliance Standards Part 10 Section 10.13.8 Electrical Inspections

Electrical System Conditions

Question:	No multi looping of wiring/cables observed at circuit breakers within switchboards and/or distribution boards.
Priority Level:	High
Non-Compliance Level:	3
Description:	Multi looping was found only in SDB 05 at 3rd floor
Source of Findings:	Photograph: Photo of multi looping in SDB 05 at 3rd floor.
Suggested Plan of Action:	Remove multi looping of wiring/cables at the SDB 05 (3rd floor). Each MCB should service a single circuit
Suggested Deadline Date:	30 Aug 2014
Standard:	Alliance Standard Part 10 Section 10.3 Electrical Wiring and Cabling
Question:	The substation room has adequate means of security.
Priority Level:	Medium
Non-Compliance Level:	3
Description:	Substation has not door at entrance (only narrow opening)
Source of Findings:	Photograph: Substation
Suggested Plan of Action:	Install security measures (doors/guards) to ensure access to the substation is restricted. Door should be labeled with warning as noted elsewhere.
Suggested Deadline Date:	30 Aug 2014
Standard:	Alliance Standard Part 10 Section 10.13.7.1 Inspection of Substation Installations.





Question:	Do switchboards and/or distribution boards have clear identification markings?
Priority Level:	Medium
Non-Compliance Level:	3
Description:	Permanent identification was not found in substation
Source of Findings:	Photograph: Photos of no identification in substation.
Suggested Plan of Action:	All distribution boards shall be marked "Lighting" or "Power", as the case may be, provided a unique ID number (e.g. MDB-1) and also be marked with the voltage and number of phases of the supply. Each shall be provided with a circuit list giving diagram of each circuit which it controls and the current rating for the circuit and size of fuse element (panel schedule).
Suggested Deadline Date:	02 Aug 2014
Standard:	Alliance Standard Part 10 Section 10.7 BNBC Part 8 Section 2.11.5.4
Question:	Do switchboards and/or distribution boards have capacity information labels?
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Capacity information was not found on boards(DB).
Source of Findings:	Photograph: Photo of no capacity marking in DB.
Suggested Plan of Action:	Label all switchboards and/or distribution boards in the factory with capacity information. The permanent label should identify the maximum voltage present in an item of equipment or within the enclosure.
Suggested Deadline Date:	16 Aug 2014
Standard:	Alliance Standard Part 10 Section 10.7 Main Switch, Switchboards And Metal Clad Switchgear and 10.13.7 Inspection of the Installation
Question:	Are there additional areas of non-compliance to report?
Priority Level:	Medium
Non-Compliance Level:	1
Description:	LT switchgear is in the generator room which must be moved to the substation. The floor level of the substation is same as the factory yard which may be subjected to entry of flood or storm water
Source of Findings:	Visual Assessment: LT switchgear located in generator room
Suggested Plan of Action:	Move LT switchgear to substation. Create berm or other feature to prevent flooding of the substation.





Suggested Deadline Date:	30 Aug 2014	
Standard:	Not Applicable	
Question:	Phase separators are provided between terminals on circuit breakers.	
Priority Level:	Low	
Non-Compliance Level:	3	
Description:	No phase separator was provided in terminal in SDB 05 at 3rd floor	
Source of Findings:	Visual Assessment: No phase separators provided between terminal on circuit breaker	
Suggested Plan of Action:	Install phase separators between terminal connections at the noted locations.	
Suggested Deadline Date:	30 Aug 2014	
Standard:	Alliance Standard Part 10 Section 10.3.1 Electrical Connections	
Question:	Signage indicating the prohibition of light fixtures without protective covers is installed at required locations.	
Priority Level:	Low	
Non-Compliance Level:	3	
Description:	No signage indicating the prohibition of light fixtures without protective covers was observed	
Source of Findings:	Visual Assessment: No signage indicating the prohibition of light fixtures without protective covers observed	
Suggested Plan of Action:	Install signage indicating the prohibition of light fixtures without protective covers in all storage areas.	
Suggested Deadline Date:	02 Aug 2014	
Standard:	Alliance Standards Part 10 Section 10.15 Naked Lights	
Question:	Required equipment and safety signage is posted within the room.	
Priority Level:	Low	
Non-Compliance Level:	2	
Description:	No danger/caution sign on DB at ground floor	
Source of Findings:	Visual Assessment: No danger/caution sign on DB at ground floor	
Suggested Plan of	Switchgear, unit substations, transformers, pull boxes, connection boxes, and other	



Action:	similar associated equipment shall be marked with appropriate caution signs. Entrances to rooms and other guarded locations that contain exposed live parts shall be marked with conspicuous warning signs forbidding unqualified persons to enter. Caution, warning, danger signs or labels should meet the following requirements: (1) The marking shall adequately warn of the hazard using effective words and/or colors and/or symbols. American National Standards Institute ANSI Z535.4-2011, Product Safety Signs and Labels, provides guidelines for suitable font sizes, words, colors, symbols, and location requirements for labels. (2) Shall be permanently affixed to the equipment or wiring method and shall not be hand written. Exception, portions of labels or markings that are variable, or that could be subject to changes, shall be permitted to be hand written and shall be legible. (3) The label shall be of sufficient durability to withstand the environment involved. ANSI Z535.4-2011, Product Safety Signs and Labels, provides guidelines for the design and durability of safety signs and labels for application to electrical equipment
Suggested Deadline Date:	02 Aug 2014
Standard:	Alliance Standard Part 10 Section 10.3.7, Section 10.7.3, and 10.13.7, NFPA 70 Chapter 1 Article 110.21, and Bangladesh Electricity Rules of 1937 Rule 46

Emergency Power System

Question:	Are cable trenches properly covered?
Priority Level:	High
Non-Compliance Level:	1
Description:	Service cables are not underground, rather it is laid on the floor.
Source of Findings:	Photograph: Transformer cables on ground
Suggested Plan of Action:	Service cable should be installed in covered trench as it is dangerous to be laid on the floor.
Suggested Deadline Date:	30 Aug 2014
Standard:	Alliance Standard Part 10 Section 10.13.7 Inspection of the Installation
Question:	Is the generator frame earthing (grounding) provided at two separate points?
Priority Level:	Medium
Non-Compliance Level:	3
Description:	150kVA standby generator is grounded at single point.
Source of Findings:	Visual Assessment: Generator frame is grounded at single point.
Suggested Plan of Action:	The generator frame shall be earthed by two separate and distinct connections to earth.
Suggested Deadline	16 Aug 2014



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Date:		
Standard:	Alliance Standard 10.8.2.2	