

# INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name: **Intimate Apparels Ltd**  
Address: **Plot 91-93, Karnaphuli EPZ, Chittagong Chittagong  
Chittagong Bangladesh**  
Assessor: **Bureau Veritas**  
Date: **12 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](http://www.bangladeshworkersafety.org).





## GENERAL INFORMATION

General Information	
Factory Name:	Intimate Apparels Ltd
Address:	Plot 91-93, Karnaphuli EPZ, 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:	05-13-2014
Final Report Date:	06-17-2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	There are 3 buildings in the factory premises out of which one is main production building and two are ancillary buildings. The buildings are named as: 1) Three story prefab main production building, 2) Single story day care & security room, 3) Six story under construction building (5 story completed).
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	1) Three story prefab main production building: Building height (Highest occupied floor level): 9.15 m or 30 ft [Height up to roof: 15.55 m or 51 ft], Stories above grade: 3, Stories below grade: 0, Occupied levels: 3. 2) Single story day care & security room: Building height (Highest occupied floor level): 30 cm or 1 ft above grade, [Height up to roof: 3.05 m or 10 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1. 3) Six story under construction building (5 story completed): Building height (Highest occupied floor level): 14.17 m or 46.5 ft, [Height up to roof: 17.83 m or 58.5 ft], Stories above grade: 5, Stories below grade: 0, Occupied levels: 5.
Approximate Building Area (SF):	Total area of buildings in the factory premises: 186573 sft. Building wise breakdown as follows: 1) Three story prefab main production building: 93090 sft (Ground floor: 31030 sft, 1st floor: 31030 sft, 2nd floor: 31030 sft), 2) Single story day care & security room: 818 sft, 3) Six story under construction building (5 story completed): 92665 sft (Ground floor: 18533 sft, 1st floor: 18533 sft, 2nd floor: 18533 sft, 3rd floor: 18533 sft, 4th floor: 18533 sft).
Date of Building Construction:	Factory personnel informed the date of last building construction as follows: 1) Three story prefab main production building: Finished in 2008, 2) Single story day care & security room: Finished in 2008, 3) Six story under construction building (5 story completed): Started in January-2013.



Date of Last Building Renovation/Addition:	No record for date of renovation or addition was found from factory personnel.
Ancillary Structures in Complex:	1) Single story day care & security room, 2) Six story under construction building (5 story completed).
Approximate Ancillary Structures Area (SF):	1) Single story day care & security room: 818 sft, 2) Six story under construction building (5 story completed): 92665 sft (Ground floor: 18533 sft, 1st floor: 18533 sft, 2nd floor: 18533 sft, 3rd floor: 18533 sft, 4th floor: 18533 sft).
Number of Occupants:	Total number of occupants: 2457. 1) Three story prefab main production building: 2450 (Ground floor: 500, 1st floor: 975, 2nd floor: 975), 2) Single story day care & security room: 5, 3) Six story under construction building (5 story completed): 2.
Number of Ancillary Levels (Stories):	1) Single story day care & security room: Building height (Highest occupied floor level): 0.3 m or 1 ft, [Height up to roof: 3.05 m or 10 ft], Stories above grade: 1, Stories below grade: 0, Occupied levels: 1. 2) Six story under construction building (5 story completed) Building height (Highest occupied floor level): 14.17 m or 46.5 ft, [Height up to roof: 17.83 m or 58.5 ft] Stories above grade: 5, Stories below grade: 0, Occupied levels: 5.
Occupancy Type:	1) Three story prefab main production building: [Ground floor: G2 (Sewing), H2 (Storage), F1 (office), E3 (Dining), K1 (Sub-station, compressor), 1st floor: G2 (Sewing), F1 (office), D1 (Doctor room), 2nd floor: G2 (Sewing), F1 (office)], 2) Single story day care & security room: B2 (Day care), F1 (office), 3) Six story under construction building (5 story completed): K1 (Generator).
Construction Type:	1) Three story prefab main production building: Non-rated, 2) Single story day care & Security room: Type 1, 3) Six story under construction building (5 stories completed): Type 1.
Height of Highest Occupied Floor Level Above Grade:	1) Three story prefab main production building: 9.15 m or 30 ft, 2) Single story day care & security room: 30 cm or 1 ft, 3) Six story under construction building (5 story completed): 14.17 m or 46.5 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:	1) Penetration through a rated wall on the 2nd floor, opening between fabric store and office on ground floor of main building is unprotected. Also staircase wall has unprotected opening at main building. 2) Opening of Generator room on ground floor of six-storied building is unprotected.
Source of Findings:	Photograph: Penetration and opening through rated wall found at main building and six-storied under construction building.
Suggested Plan of Action:	Install fire rated doors and windows or fill in unprotected openings with fire resistive rated assemblies.
Suggested Deadline Date:	07 Sep 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:	1) There are four sets of stairs in main building. Most of the exits appear to be fitted with fire rated door. Visually the doors are fire doors but no credible certificate found. At ground floor one exit is not fire rated. The waist slab is made by a steel deck which is non-rated. 2) Six story building is under construction.
Source of Findings:	Photograph: Exit enclosures are not fire rated in main building.
Suggested Plan of Action:	Provide 1 hr fire-resistive rated construction barriers at exit enclosures of main building. Fit doors that swing in the direction of egress, side-swinging, self-closing, non-lockable fire doors of 1 hr rating in all stairwell enclosures. Consult a qualified fire protection engineer to design the required rated





	construction barriers.	
Suggested Deadline Date:	07 Sep 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:	3	
Description:	The elevator of the main building is open to production floor and the door of elevator shaft is not fire rated.	
Source of Findings:	Photograph: Cargo lift available without fire rated barriers.	
Suggested Plan of Action:	Provide a shaft enclosure of required rating by constructing the enclosure with rated material of required thickness. Protect the openings of shaft enclosure by providing rated opening protective as per Alliance Standards.	
Suggested Deadline Date:	08 Sep 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:	No proper fire separation was found between store and sewing section, and between the store and office on ground floor of main building. Generator room on ground floor of the six-story building is unprotected. All these occupancies need to be fire separated.	
Source of Findings:	Photograph: Different occupancies found without proper fire separations.	
Suggested Plan of Action:	Provide fire-resistive rated construction barriers between hazard types following Table 4.4.1 of Alliance Standard. Consult a qualified fire protection engineer to design the required rated construction barrier.	
Suggested Deadline Date:	30 Nov 2014	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	



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:	A ventilation duct passes through wall without fire resistive rating and its opened inside the stair enclosure.
Source of Findings:	Photograph: Ventilation duct passes through the wall in the main building and opened inside the stair enclosure.
Suggested Plan of Action:	Close the ventilation duct opening inside the stair enclosure.
Suggested Deadline Date:	01 Dec 2014
Standard:	Reference Alliance Standards Part 4 Section 4.6 Opening Protectives and Section 4.7 Penetrations



Question:	Certificates of Occupancy for each building have been issued and are on file.
Priority Level:	Low
Non-Compliance Level:	1
Description:	No occupancy certificate is available for any building in the factory premise.
Source of Findings:	Document Review: The factory has no occupancy certificate.
Suggested Plan of Action:	Apply to KEPZ for issuance of occupancy certificate and pursue the matter to expedite.
Suggested Deadline Date:	28 Jul 2014
Standard:	Are certificates of occupancy provided for each building or ancillary structure?

**Fire Protection Systems**

Question:	Is the building protected by an automatic sprinkler system?
Priority Level:	High
Non-Compliance Level:	3
Description:	1) Main Building is three story non rated and each floor area is 31,030 sft (more than 22,000 sft). Automatic sprinkler system is required. 2) For Under construction building up to five story completed. Height up to completed roof is 17.83 m. Sprinkler will not be required once it will be finished up to six story.
Source of Findings:	Visual Assessment: Three-storied non rated building and each floor area is more than 22000 sft.



Suggested Plan of Action:	Install an automatic sprinkler system throughout the building designed by a qualified fire protection engineer. The hydraulic design of the sprinkler system has to be pre-approved by CoE of Alliance. All installation and design requirements outlined in BNBC Part 4 Chapter 4 shall be replaced by the requirements of NFPA 13. Pipe schedules shall not be used to size pipe. All systems shall be hydraulically calculated to meet the NFPA 13 design requirements. Installation of new automatic sprinkler systems shall be required to provide shop drawings and hydraulic calculations as outlined in NFPA 13.
Suggested Deadline Date:	25 Feb 2015
Standard:	Reference Alliance Standards Part 3 Section 3.5.3 Existing Buildings, Part 5 Section 5.3 Automatic Sprinkler Systems and Section 6.13 Travel Distance
Question:	Does the building have a Standpipe System?
Priority Level:	High
Non-Compliance Level:	3
Description:	1) Height of the highest occupied floor of the main building (non rated) is 9.15 m so a standpipe system is not required. There are four class II standpipe hose connections (40 mm) installed in every floor and four class I standpipe hose connections (65 mm) installed only on ground floor of main building. Class III standpipe system is required for this building. 2) Six-story building is under construction and is being used for generator at ground floor. The above floors are under construction and there is the possibility of occupying those floors in the near future, so a class III standpipe system is required for this building.
Source of Findings:	Photograph: A class III standpipe system is required for main building and six-story building currently under construction.
Suggested Plan of Action:	Install a NFPA 14-compliant Class-III standpipe system at required locations designed by a qualified fire protection engineer. All hydraulic calculations and system installations shall be submitted for review by the Alliance prior to commencement of installation. Standalone standpipe systems shall meet the local BNBC requirements with a minimum 450 kPa (65 psi) pressure at the hydraulically most remote hose connection. Testing of the installation shall be conducted in accordance with NFPA 14 acceptance testing requirements. Documentation of all testing shall be submitted for review by the Alliance. Final inspection and testing of the installation shall be witnessed by the Alliance.
Suggested Deadline Date:	07 Sep 2014
Standard:	Does the building have a standpipe system installed where required. Alliance Standard Part 5 Section 5.4.2



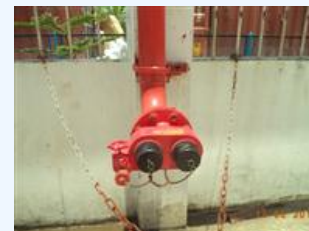


Question:	Does the building have a fire pump?
Priority Level:	High
Non-Compliance Level:	2
Description:	The factory has a dedicated fire pump with an alternative power source and there is a jockey pump to maintain constant pressure. The self-priming mechanism was also found. But the hydraulic calculation was not found.
Source of Findings:	Photograph: Fire pump available without hydraulic calculation.
Suggested Plan of Action:	Provide hydraulic calculations for the current pump and if it does not meet the standard, Install a new fire pump. Fire pump installation is to be tested for final acceptance in presence of Alliance and a final inspection of the installation shall be conducted by the Alliance prior to final acceptance. Acceptance testing of the installation shall be in accordance with NFPA testing requirements. Documentation of all testing shall be submitted to the Alliance for review prior to final acceptance. This pump is to be connected to an alternative power source such as a generator, which is to be connected with ATS (auto starter).
Suggested Deadline Date:	30 Aug 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:	In the generator room of under construction building, no detector or visible fire alarm is installed. Rest of the part of this building is under construction and no occupancy is there. For rest of the buildings detectors and alarm system installed.
Source of Findings:	Visual Assessment: No detector was found in the generator room.
Suggested Plan of Action:	Provide an automatic fire alarm and detection system. Pull stations at egress points, smoke detectors in air handling equipment, smoke detectors through out building, unless sprinkler protection provided. Visual and audible devices must be spaced appropriately based on occupancy type.
Suggested Deadline Date:	07 Sep 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:	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:	3
Description:	Automatic fire alarm and detection system is available in the factory, but currently there is no monitoring company in Bangladesh. Fire service and civil defense is not capable of monitoring fire alarm and detection systems of the factories. Also the installed fire alarm control panel is not an approved type.
Source of Findings:	Visual Assessment: Fire alarm and detector control panel are available at the premises.
Suggested Plan of Action:	Arrange for direct connection of the fire alarm system to a central station monitoring service. Until that time that monitoring can be set up, 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. Install a new fire alarm control panel.
Suggested Deadline Date:	13 Jul 2014
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring
Question:	Are fire department connections provided and clearly identified for the Fire Protection Systems?
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Fire department (Siamese) inlet connection was provided. Connections are clearly identifiable for the fire protection system, but fire department outlet connections are not provided to allow fire department pumper vehicles to draw water from ground-level or underground water storage tanks.
Source of Findings:	Photograph: Fire department (Siamese) inlet connection provided only.
Suggested Plan of Action:	Provide fire department connection as required by Alliance Standard. 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:	30 Nov 2014
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's staff, 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.
Source of Findings:	Document Review: Fire extinguishers are inspected, tested, and maintained monthly by factory, but are not tested annually as per Alliance Standard.
Suggested Plan of Action:	Inspect, test, and maintain fire extinguishers and keep appropriate documentation in accordance with NFPA 10.
Suggested Deadline Date:	30 Nov 2014
Standard:	NFPA 10 Chapter 7
Question:	Are inspection, maintenance, and testing procedures of the standpipe and hose system documented and up to date? Including inspection and testing of hoses if provided.
Priority Level:	Low
Non-Compliance Level:	2
Description:	Inspection, maintenance, and testing procedures of the existing standpipe and hose are not documented and up to date.
Source of Findings:	Document Review: Inspection, maintenance, and testing procedures of the existing standpipe and hose are not documented and up to date.
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the standpipe and hose system.
Suggested Deadline Date:	30 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:	Signage for the existing standpipe system is not provided.
Source of Findings:	Photograph: Signage for the standpipe system was not found.
Suggested Plan of Action:	Provided appropriate signage in accordance with NFPA 14.





Suggested Deadline Date:	01 Nov 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:	1
Description:	Inspection, maintenance, and testing procedures of the existing fire pump are documented and up to date, but not as per NFPA 25.
Source of Findings:	Visual Assessment: Proper document was not found.
Suggested Plan of Action:	Establish an inspection, maintenance, and testing program for the fire pump.
Suggested Deadline Date:	30 Nov 2014
Standard:	Reference NFPA 25 Chapter 8 Fire Pumps



### Means of Egress

Question:	Occupant loads on each level (floor) do not exceed the capacity of the available means of egress.
Priority Level:	High
Non-Compliance Level:	3
Description:	At Main Building maximum occupant load was 975 on each 1st and 2nd floor. The floor area is 31,030 sft each, so space per occupant is 31.83 sft, which is greater than required 25 sft (2.30 m <sup>2</sup> ) according to Alliance Standard Part 6 Section 6.4.2.1. At 1st and 2nd floor of the main building, total width of aisles is 9.30 m (required width of aisles 975X0.005=4.88 m), total width of four exit doors is 6.01 m (required width of exits 975X0.004=3.90 m), total width of 4 stairs is 6.92 m (required width of stairs 975X0.008=7.80 m). The width of stairs does not satisfy the requirement of Alliance Standard.
Source of Findings:	Visual Assessment: The width of stairs does not satisfy the requirement of Alliance Standard.
Suggested Plan of Action:	Reduce the number of occupants (110 occupants) immediately from the 1st and 2nd floors to make available capacity in respect to stair width. Or, provide additional stair to meet the requirement of total stair width. Otherwise, provide a sprinkler system in the building so that required stair width per person becomes 5 mm.
Suggested Deadline Date:	20 Jan 2015
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:	3	
Description:	The path of egress along the means of egress not reduced at any point. But considering the occupant load 975 in each 1st and 2nd floor of main building, total stairs width is not sufficient. Total width of 4 stairs is 6.92 m. Total width requirement for 975 occupants on 1st and 2nd floor is $975 \times 0.008 = 7.80$ m.	
Source of Findings:	Visual Assessment: The width of stairs does not satisfy the requirement of Alliance Standard.	
Suggested Plan of Action:	Reduce the number of occupants (110 occupants) immediately from the 1st and 2nd floors to make available capacity in respect to stair width. Or, provide additional stair to meet the requirement of total stair width. Otherwise, provide a sprinkler system in the building so that required stair width per person becomes 5 mm.	
Suggested Deadline Date:	07 Sep 2014	
Standard:	Alliance Standard Part 6 Section 6.5 Egress Width and BNBC Table 4.3.2	
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:	At ground floor level of main building there are four exits, three leading directly to the front side of the building and one meets the corridor. Exit discharge of single story day care & security room is directly to the exterior of the building. Six story building is under construction.	
Source of Findings:	Photograph: Among four sets of stairs, one does not directly discharge to exterior of the building.	
Suggested Plan of Action:	Provide fire 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:	07 Sep 2014	
Standard:	Alliance Standard Part 6 Section 6.17 Exit Discharge. See Section 16.7.2 and 16.7.3 for exceptions.	





Question:	Exit access corridors serving an occupant load exceeding 30 are separated by walls having a fire-resistance rating of 1 hr.
Priority Level:	High
Non-Compliance Level:	3
Description:	Corridor on ground floor serving production area, office and canteen is not protected by 1 hour fire-resistance construction. On one side of the corridor there is substation room without a fire rated door and a compressor is placed without separation. There is a kitchen arrangement in a non-rated structure with 4 gas burners along this path of egress.
Source of Findings:	Photograph: Exit access corridor is not fire separated.
Suggested Plan of Action:	Provide fire-resistive rated assemblies at the required exit access corridors. The rated assembly should be approved and/or designed by a qualified fire protection engineer. Exit access corridors serving an occupant load exceeding 30 are to be separated by walls having a fire resistance rating of 1 hr in accordance with Alliance Standard 4.5 unless provided with automatic sprinkler protection throughout the story or building.
Suggested Deadline Date:	07 Sep 2014
Standard:	Alliance Standard Part 6 Section 6.3 and Part 4 Section 4.5. Does not apply if an automatic sprinkler system is installed throughout the building.
Question:	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:	Stair-04 of the main building terminates at a non-rated exit passageway behind the open cooking area, which violates Alliance requirements.
Source of Findings:	Photograph: Interior exit stairways terminate at a non-rated exit passageway.
Suggested Plan of Action:	Construct required rated walls for the open exit passageway as per Alliance Standard.
Suggested Deadline Date:	07 Sep 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 are steel sliding doors with locking arrangements at ground floor egress locations.
Source of Findings:	Photograph: Doors are found with locking arrangements.
Suggested Plan of Action:	Remove all hasps, locks, slide bolts, or other locking devices at the noted locations. Doors may be locked where the latch and lock are disengaged with one motion where the occupant load does not exceed 49 persons. Turning a door handle and disengaging a lock is considered two motions.
Suggested Deadline Date:	29 Jun 2014
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates
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:	2
Description:	Door widths are more than 0.8m but the doors along the path of egress do not have required fire ratings as required.
Source of Findings:	Photograph: Doors along the path of egress are not fire doors.
Suggested Plan of Action:	Exits connecting three or fewer stories shall be enclosed with a minimum 1-hr fire-resistance rating. Enclosure opening rating shall be 1-hr in that case. Exits connecting four or more stories shall be enclosed with a minimum 2-hr fire-resistance rating. Enclosure opening rating shall be 1.5-hr in that case.
Suggested Deadline Date:	07 Sep 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:	All doors in a means of egress are of the side-hinged swinging type.
Priority Level:	High
Non-Compliance Level:	2
Description:	Some of the doors in the means of egress are the steel sliding type in the main building.
Source of Findings:	Photograph: Steel sliding type door found at main building.
Suggested Plan of Action:	Replace all collapsible gates in means of egresses with side-hinged swinging type fire doors of proper width and rating.
Suggested Deadline Date:	07 Sep 2014
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates





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 as required.	
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 operation of all lights are 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 of 90 minutes once per year.	
Suggested Deadline Date:	13 Jul 2014	
Standard:	Alliance Standards Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape Lighting	
Question:	Occupant loads are posted for every assembly and production floor in a conspicuous space near the main point of egress.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Occupant loads are not posted in any assembly and production floor as required.	
Source of Findings:	Visual Assessment: Occupant loads are not posted at the main point of egress.	
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:	13 Jul 2014	
Standard:	Alliance Standards Part 6 Section 6.4.4 Posting of Occupant Load	
Question:	Illuminated exit signs are placed at entrances to exits and along the path of egress anywhere the continuation of egress is not obvious or there is a change in the direction of the path of travel.	
Priority Level:	Medium	
Non-Compliance Level:	2	



Description:	Illuminated exit signs are placed at entrances to exits, but along the path of egress additional exit sign or directional signs are not provided where there is a change in direction and where the continuation of egress is not obvious. This condition fails to satisfy requirements stated in Alliance Standard Part 6 Section 6.11.
Source of Findings:	Visual Assessment: No illuminated exit sign is used where the path of egress changes the direction.
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 as per Alliance Standard Part 6 Section 6.11 Exit Signs.
Suggested Deadline Date:	30 Nov 2014
Standard:	Alliance Standard Part 6 Section 6.11 Exit Signs
Question:	Emergency power for exit signs is tested at least once per year. If battery operated, these lights are tested on a monthly basis. Functional testing of battery powered signs is provided for a minimum 90 min once per year.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	No plan or record of conducting periodic testing for the emergency battery back up of illumination of exit sign was found as demanded in section 10.12.1.4 of Alliance Standard.
Source of Findings:	Document Review: No plan or record of conducting periodic test for the emergency battery back up of illumination of exit sign was found.
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:	13 Jul 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:	None of the stairs have handrails on both sides in each building of factory premises.





Source of Findings:	Photograph: Stairs have handrails on only one side.
Suggested Plan of Action:	Provide handrails on both sides of each stairway. Provide intermediate handrail when the stair width exceeds 2.2m (87 in). Provide handrail of height between the range 865mm (34 in) and 965mm (38 in).
Suggested Deadline Date:	30 Nov 2014
Standard:	Alliance Standard Part 6 Section 6.9 Stairs and 6.12 Handrails and Guards
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:	Signs are provided at each floor entrance from the stair to the floor in English but not in Bengali.
Source of Findings:	Photograph: Stair designation signs are provided in English only.
Suggested Plan of Action:	Install signage in both English and Bengali adjacent to each stair door indicating the stair name and the floor level as per Alliance Standard.
Suggested Deadline Date:	13 Jul 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:	Only 40 people are trained and certified in fire fighting, first aid and rescue training in 23.4.2013.
Source of Findings:	Visual Assessment: Only 40 people are trained and certified.
Suggested Plan of Action:	Get at least 25 percent worker (615 of 2457) trained and certified in fire fighting, first aid and rescue training by the proper authority.
Suggested Deadline Date:	30 Aug 2014
Standard:	Alliance Standard Part 13 Human Element Programs





Question:	Storage areas underneath the cutting tables are clear of combustibles.
Priority Level:	Medium
Non-Compliance Level:	3
Description:	Storage areas underneath the cutting tables are not free of combustibles.
Source of Findings:	Photograph: Combustibles are found underneath the cutting tables.
Suggested Plan of Action:	Remove all combustibles stored underneath the cutting tables.
Suggested Deadline Date:	31 Jul 2014
Standard:	Alliance Standard Part 17 Section 13.7.2 Cutting tables.
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: No record of training program available.
Suggested Plan of Action:	Impart training in accordance with Alliance Safety Training Curriculum and keep record with proper documentation as per Alliance Standards.
Suggested Deadline Date:	13 Jul 2014
Standard:	Alliance Standards Part 13
Question:	Are there additional areas of non-compliance to report?
Priority Level:	Medium
Non-Compliance Level:	3
Description:	There is a kitchen arrangement in a non-rated structure with 4 gas burners along the path of egress from stair-04. Kitchen or gas line needs to be removed.
Source of Findings:	Photograph: Kitchen with gas burner.
Suggested Plan of Action:	Remove the kitchen from the factory premises or operate in accordance with Alliance Standard Section 5.10.
Suggested Deadline Date:	20 Jan 2015





Standard:	Not Applicable	
Question:	An emergency evacuation plan has been developed and communicated to all employees.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	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: A developed evacuation plan was unavailable.	
Suggested Plan of Action:	Develop an emergency evacuation plan which includes all components required by the Alliance Standards and communicate the plan to all employees.	
Suggested Deadline Date:	13 Jul 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
Question:	A Fire Safety Director position has been filled.	
Priority Level:	Low	
Non-Compliance Level:	3	
Description:	Record of filling the position of Fire Safety Director was not found.	
Source of Findings:	Document Review: A Fire Safety Director position has not been filled.	
Suggested Plan of Action:	Create a Fire Safety Director position and fill the position with an individual that has sufficient training to carry out 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. (4) Ensure all testing of fire protection equipment is conducted.	
Suggested Deadline Date:	30 Nov 2014	
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director	
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 related document found.	
Suggested Plan of	Complete fire department pre-planning activities with the local Fire Service and	



Action:	Civil Defense in accordance with Alliance Standard, Part-13, Section 13.1.1(2).
Suggested Deadline Date:	13 Jul 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 is not available.
Source of Findings:	Document Review: No written housekeeping policy is available.
Suggested Plan of Action:	Establish written corporate and plant policies on housekeeping to ensure scheduled cleaning for floor, wall, ceiling, 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 13mm (½ in.) over a maximum of 46.5m <sup>2</sup> (500ft <sup>2</sup> ). Limit dense deposits to 6mm (¼ in.) and oil saturated deposits to 3.2mm (⅛ in.).
Suggested Deadline Date:	22 Feb 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:	2
Description:	A hot-work permit program is not established. However, hot-work is not taking place in the factory right now.
Source of Findings:	Visual Assessment: No hot-work permit program has been established.
Suggested Plan of Action:	Develop a NFPA 51B-compliant hot work permit program. In general, this program should address process of request and approval of 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:	30 Nov 2014
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B

Factory Name: **Intimate Apparels Ltd**  
Address: **Plot 91-93, Karnaphuli EPZ, Chittagong Chittagong Chittagong Bangladesh**

Assessor: **Bureau Veritas**

Date: **12 May 2014**



**ALLIANCE**  
FOR BANGLADESH WORKER SAFETY