INITIAL FIRE ASSESSMENT REPORT (FAR)

Factory Name:	**Arunima Sportswear Ltd.**
Address:	**Zirabo Bazar, Dewan Idris Pukurpar, Ashulia, Savar Ashulia, Savar Dhaka Bangladesh**
Assessor:	**Bureau Veritas**
Date:	**22 Apr 2014**

Introduction to the Report

The following report contains a site profile and summary of non-conformities identified during an onsite assessment commissioned by the Alliance for Bangladesh Worker Safety (Alliance) and conducted by a third-party Qualified Assessment Firm (QAF). The assessment was conducted against the Alliance for Bangladesh Worker Safety Assessment Protocols (APs) and Fire Safety and Structural Integrity Standard, which is harmonized with the factory assessment guidelines developed by Bangladesh University of Engineering and Technology (BUET) for the Bangladesh National Tripartite Plan of Action (NTPA). The goal of the Alliance process is to provide clear and practical technical requirements by which Bangladeshi Ready Made Garment (RMG) Factories producing for Alliance members may be consistently and fairly evaluated for fire, structural, and electrical safety in a non-duplicative manner. Each assessment will prompt action plans that will be used by RMG factories to systematically and sustainably improve safety conditions for garment workers. Beyond tracking and reporting on action steps taken in a transparent manner, the Alliance organization and its members will seek to further support factory improvements through technical assistance, training, implementation support for functional Worker Committees, and in some cases financial assistance and wage support for workers if factories are closed for remediation.

The contents of the report do not constitute a guarantee of compliance with the applicable laws, the Alliance Standard or the absolute or continued safety against fire, electrical and/or structural integrity issues that may lead to injury or loss of life. The report is designed to provide a non-exhaustive summary of risk issues, based on a limited sampling and duration of time onsite by the named QAF. Neither the QAF nor the Alliance can certify or guarantee the quality, outcome, or effectiveness of actions taken in response to the report.

For more information and report feedback please go to: www.bangladeshworkersafety.org.

GENERAL INFORMATION

General Information	
Factory Name:	Arunima Sportswear Ltd.
Address:	Zirabo Bazar, Dewan Idris Pukurpar, Ashulia, Savar Ashulia, Savar Dhaka Bangladesh
Country:	Bangladesh
Province:	Dhaka
City:	Ashulia, Savar
Zip Code:	1341
Audit Duration:	1 Days
Re-Audit:	Re-Audit After 0 Months
Draft Report Date:	05-13-2014
Final Report Date:	12-22-2014
Are all Action Items From Previous Assessment Completed?:	N/A
Buildings in Complex:	One main production building.
Is the building(s) owned or rented by the Factory:	Owned
Number of Building Levels (Stories):	Nine story RCC main production building.
Approximate Building Area (SF):	Nine story RCC main production building (partially shed on 8th floor): 180000 sft
Date of Building Construction:	Nine story RCC main production building Finished in 2006
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 RCC Building with Single basement, 2) Single story generator shed-1, 3) Single story generator shed-2, 4) Single story pump shed, 5) Single story fire command shed, 6) Single story warehouse shed, 7) Single story child care shed, 8) Single story boiler shed.
Approximate Ancillary Structures Area (SF):	1) Three story RCC Building with Single basement: 5400 sft (Basement: 1350 sft, Ground floor: 1350 sft, 1st floor: 1350 sft, 2nd floor: 1350 sft), 2) Single story generator shed-1: 500 sft, 3) Single story generator shed-2: 500 sft, 4) Single story pump shed: 300 sft, 5) Single story fire command shed: 900 sft, 6) Single story

	warehouse shed: 12000 sft, 7) Single story child care shed: 2270 sft, 8) Single story boiler shed: 1012 sft.
Number of Occupants:	Main production building 3752 Ground floor: 22, 1st floor: 630, 2nd floor: 630, 3rd floor: 630, 4th floor: 630, 5th floor: 450, 6th floor: 410, 7th floor: 230, 8th floor: 120
Number of Ancillary Levels (Stories):	1) Three story RCC Building + 1 basement 2) Single story generator shed 3) Single story generator shed 4) Single story pump shed 5) Single story fire command shed 6) Single story warehouse shed 7) Single story child care shed 8) Single story boiler shed
Occupancy Type:	1) Nine story RCC main production building (partially shed on 8th floor): [(Ground floor: H1 (Accessories store), H2 (Fabric store), 1st floor: G2 (Sewing), F1 (Office), H1 (Accessories store), 2nd floor: F1 (Office), G2 (Sewing), D1 (Medical), H1 (Accessories store), 3rd floor: G2 (Sewing), F1 (Office), H1 (Accessories store) 4th floor: G2 (Sewing), H1 (Accessories store), 5th floor: G2 (Sewing), 6th floor: G2 (Sewing), 7th floor: G2 (Iron section), F1 (Office), 8th floor: F1 (Office), K (Compressor), G2 (Cutting, sewing)], 2) Three story RCC Building with Single basement: [(Basement: K (Generator), Ground floor: K (Transformer, Generator), 1st floor: Not in operation, 2nd floor: Not in operation)], and see the description.
Construction Type:	1) Nine story RCC main production building (partially shed on 8th floor): [Ground to 7th floor: Type 1, 8th floor: Non-rated (Only ceiling)], 2) Three story RCC Building with Single basement: Type 1, 3) Single story generator shed-1: Non-rated, 4) Single story generator shed-2: Non-rated, 5) Single story pump shed: Non-rated, 6) Single story fire command shed: Non-rated, 7) Single story warehouse shed: Non-rated, 8) Single story child care shed: Non-rated, 9) Single story boiler shed: Non-rated.
Height of Highest Occupied Floor Level Above Grade:	1) Nine story RCC main production building (partially shed on 8th floor): 25.12 m or 82.4 ft, 2) Three story RCC Building with Single basement: 6.4 m or 21 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:	Wall and floor penetrations are not protected with firestop systems. Spot removing room is separated from production area by non rated door. The wall separating dining (E4) and storage (H2) has unprotected openings which are not capable of providing required fire separation. The walls separating boiler shed from surrounding occupancy are not provided with 0.75 rated opening assemblies. The walls of the generator room on ground floor and generator room on basement floor of three story building have unprotected openings.
Source of Findings:	Visual Assessment: Unprotected openings through rated walls were found at noted locations.
Suggested Plan of Action:	Install listed firestop systems at every penetration through fire rated walls and floors. Install fire doors in doorways through rated walls. Provide opening protection at all windows and other openings on all the fire rated walls across the entire premises. If these openings are not required, close these.
Suggested Deadline Date:	25 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:	All exit stairs in the factory building are open to all levels, with no fire rated separation.
Source of Findings:	Visual Assessment: The exit enclosures were found to be unprotected.
Suggested Plan of Action:	Install 2 hr fire-resistant rated construction barriers around exit stairs of 9 story main building and 1 hr fire-resistant rated construction barriers around exit enclosures of 3 story building. Install listed, labeled, outward swinging fire doors including approved hardware in all door openings of egress stair shafts. Consult a qualified fire protection engineer to design the required rated construction barriers.

Suggested Deadline Date:	25 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 electrical chase was not closed with fire rated construction.	
Source of Findings:	Visual Assessment: Electrical chase not protected	
Suggested Plan of Action:	Close shafts with 2 hour fire rated construction and fire rated access doors.	
Suggested Deadline Date:	04 Sep 2014	
Standard:	Reference Alliance Standards Part 4 Section 4.5.7.1 through 4.5.7.3	
Question:	Is each floor separated with a fire-resistive rated construction barrier?	
Priority Level:	High	
Non-Compliance Level:	2	
Description:	Slab thickness was found to be 8 inch with finishing, which is capable of providing approximately 3.75 hour fire resistance. But slabs are drilled for installing piping. The penetrations are not sealed or protected.	
Source of Findings:	Visual Assessment: Unprotected penetrations through slabs were found at all floors.	
Suggested Plan of Action:	All floor penetrations shall be sealed following the requirement of Alliance Standard 4, Section 4.7.	
Suggested Deadline Date:	28 Sep 2014	
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation	

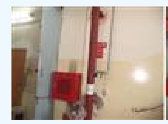
Question:	Are separations between hazards provided with fire-resistive rated construction barriers.
Priority Level:	Medium
Non-Compliance Level:	3
Description:	The generator shed is open to surrounding occupancies with a low wall, where 2.0 hr rated construction barrier is required. Waste storage is located beside doctor's room and no wall is provided on one side where 1.0 hr rated construction barrier is required. Several other areas in the facility contain contents that are a greater hazard than the predominate occupancy. There are no fire rated separations.
Source of Findings:	Visual Assessment: Non-rated separations between hazards were found at noted locations.
Suggested Plan of Action:	Separate occupancies with rated construction per Section 3.4.2.1. Consult a qualified fire protection engineer to design the required rated construction barrier.
Suggested Deadline Date:	25 Dec 2014
Standard:	Reference Alliance Standards Part 4 Section 4.5 Separation



Question:	Certificates of Occupancy for each building have been issued and are on file.
Priority Level:	Low
Non-Compliance Level:	1
Description:	No occupancy certificate available for any building in the factory premises.
Source of Findings:	Document Review: There was no occupancy certificate for any of the buildings among the documents shown by the factory concerned people.
Suggested Plan of Action:	Apply to LGED for issuance of occupancy certificate and pursue the matter to expedite.
Suggested Deadline Date:	30 Aug 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:	Height of the highest occupied level of the 9 story main building is 25.12m (82.4 ft). The whole building needs to be protected by automatic sprinkler system. Sprinkler system is not provided in any part of the building.

Source of Findings:	Visual Assessment: During site tour, no sprinkler system was found.	
Suggested Plan of Action:	Provide automatic sprinkler systems throughout the buildings with an occupied floor greater than 23 m (75 ft) above the finished grade. The installation of sprinkler protection should be conducted in phases. The first phase would be to protect all storage areas. Prior to installation, the system should be properly designed by a qualified fire protection engineer and plans should be submitted to the Alliance for review.	
Suggested Deadline Date:	24 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:	A Class II (40 mm) Standpipe System is installed at stairwells and inside the floors of the buildings. There is no hydraulic design for the installed system.	
Source of Findings:	Visual Assessment: Class II (40 mm) Standpipe System was found in the buildings.	
Suggested Plan of Action:	Install a Class I standpipe system in the building with fire department valves at the floor landings in each stair. The standpipe shall be part of the combined standpipe/sprinkler system supply.	
Suggested Deadline Date:	25 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:	3	
Description:	There is no fire pump in the factory premises to supply water in case of fire incidence.	
Source of Findings:	Visual Assessment: No dedicated fire pump was found in the factory premises. Arrange water storage tank according to NFPA 22. Submit product data, drawings and hydraulic calculations and secure Alliance approval before purchase and construction.	
Suggested Plan of Action:	Install a listed, approved fire pump to supply the demand of sprinkler and standpipe system, per NFPA 20.	
Suggested Deadline Date:	24 Sep 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:	3	
Description:	A manual fire alarm system was installed with fire alarm buttons which were not all located at the exits. Horns were installed for notification. Single station smoke detectors were installed. These are battery powered and not connected tot he fire alarm system. The owners were in the process of making upgrades to the fire alarm systems to annunciate the area in which the fire alarm button was activated, and to alarm the whole building instead of floor by floor alarm. A list of all devices was maintained and systems were checked regularly.	
Source of Findings:	Visual Assessment: Pull station was not found at egress points during site visit.	
Suggested Plan of Action:	Install a fire alarm system per NFPA 72. Install strobes and horns for complete notification. Install pull stations at all entrances to exit stairs. Automatic area smoke detectors are required throughout G2 buildings per Section 5.7.3.6, except where automatic sprinklers are installed throughout.	
Suggested Deadline Date:	09 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:	No central reporting system was installed.	
Source of Findings:	Visual Assessment: Fire alarm and detection system not monitored centrally.	
Suggested Plan of Action:	Arrange for direct connection of the fire alarm and detection system to a central station monitoring service or the Fire Service and Civil Defense. Assign a person to contact the fire department in the event of fire alarm activation until this connection is set up. Locate an annunciator to alert this person in a constantly attended location (such as a fire control room).	
Suggested Deadline Date:		
Standard:	Alliance Standard Part 5 Section 5.7.5 Monitoring	
Question:	Standpipe system piping is free of mechanical damage, leakage, and corrosion?	

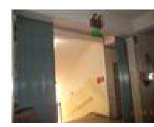
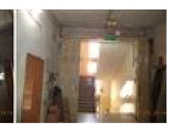
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	NFPA compliant Standpipe System is not installed in the building. Installation work of available Standpipe System is under process.	
Source of Findings:	Visual Assessment: Installation work of Standpipe System is ongoing.	
Suggested Plan of Action:	Install a Standpipe System at required locations designed by a qualified fire protection engineer. The system is to be compliant with the requirements of NFPA 14.	
Suggested Deadline Date:	06 Nov 2014	
Standard:	NFPA 25 Chapter 6 Standpipe and Hose Systems	
Question:	Are fire department connections provided and clearly identified for the Fire Protection Systems?	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Fire department (Siamese) inlet connection and outlet connection (pillar hydrant) are 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: No fire department connection was found.	
Suggested Plan of Action:	Provide Fire Department (Siamese) connections in accordance with Alliance Standard Section 5.5.4. Connections shall match the Fire Service and Civil Defence hose thread standard.	
Suggested Deadline Date:	20 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 the factory's concerned people. But no document was found in support of i) annual maintenance of extinguishers by a servicing agent and ii) annual testing of nozzle of CO_2 extinguisher. These are required as per NFPA 10.	
Source of Findings:	Document Review: Relevant documents are not compliant with NFPA 10.	
Suggested Plan of Action:	Fire extinguishers are to be inspected, tested and maintained in accordance with NFPA 10, Chapter 7 as required in Alliance Standard Part 13, Section	

	13.10.3.	
Suggested Deadline Date:	02 Dec 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:	1	
Description:	NFPA compliant Standpipe System is not installed in the building. Installation work of available Standpipe System is under process.	
Source of Findings:	Visual Assessment: Installation work of Standpipe System is ongoing.	
Suggested Plan of Action:	Establish an inspection, testing, and maintenace program for the standpipe system. Program must comply with NFPA 25.	
Suggested Deadline Date:	20 Dec 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:	1	
Description:	NFPA compliant Standpipe System is not installed in the building. Installation work of available Standpipe System is under process.	
Source of Findings:	Visual Assessment: Installation work of Standpipe System is ongoing.	
Suggested Plan of Action:	Install signage at required locations and on required equipment. Signage must comply with NFPA 14.	
Suggested Deadline Date:	06 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:	There is no fire pump in the factory premises to supply water in case of fire	

	incidence.
Source of Findings:	Visual Assessment: No dedicated fire pump was found in the factory premises.
Suggested Plan of Action:	Install a pump dedicated for fire fighting or fire protection following the requirements of NFPA 20 as mentioned in Alliance Standard Section 5.5.1. Then, establish an inspection, maintenance and testing program for the fire pump. Program must comply with NFPA 25.
Suggested Deadline Date:	02 Dec 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:	Ground floor load = 22, capacity = 362; 1, 2, 3 & 4 load = 630, capacity=362; 5th floor load = 450, capacity = 362; 6th floor load = 410, capacity = 362; 7th floor load = 230, capacity = 362; 8th floor load = 120, capacity = 362.
Source of Findings:	Visual Assessment: No. of occupants was obtained from register. Maximum per floor over 2 visits.
Suggested Plan of Action:	Automatic sprinklers will increase the capacity of the stairs to 579. Limit the occupancy of each floor to 579 or add another exit stair to the building to increase the number of allowable occupants per floor to 630.
Suggested Deadline Date:	26 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:	Both stairs are equipped with sliding gates whose tracks pose a tripping hazard. The north stair includes a 10 inch deep fire hose box on the landing which intrudes in the clear width of the egress path.
Source of Findings:	Visual Assessment: Sliding gates and hose box create obstructions
Suggested Plan of Action:	Relocate fire hose cabinets so that they do not intrude into the egress clearance in the stairs. Remove all sliding gates, tracks and other noncompliant hardware to maximize clear width in the stairs and paths of egress.

Suggested Deadline Date:		
Standard:	Alliance Standard Part 6 Section 6.5 Egress Width and BNBC Table 4.3.2	
Question:	The number of means of egress from any floor or story is not less than 3 when the occupant load exceeds 500 per story and not less than 4 when the occupant load exceeds 1000 per story.	
Priority Level:	High	
Non-Compliance Level:	3	
Description:	Number of occupants exceeds 500 on 1st through 4th floors and there are 2 exits in the main building. This violates Alliance Standard Part 6 Section 6.6.	
Source of Findings:	Visual Assessment: During site tour, occupant load was checked.	
Suggested Plan of Action:	Provide an additional exit stair to meet the requirements of Alliance Standard Part 6 Section 6.6.3.	
Suggested Deadline Date:	09 Sep 2014	
Standard:	Alliance Standard Part 6 Section 6.6 Number of Means of Egress	
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:	3	
Description:	Both stairs are equipped with sliding gates with hasps and locks. Exit gates from the storage area were found closed and difficult to open.	
Source of Findings:	Visual Assessment: During site tour, locking devices were noticed at exit doors.	
Suggested Plan of Action:	Remove existing gates and doors in the means of egress including all locking devices. Install doors with approved panic hardware that cannot be locked in the direction of egress under any conditions.	
Suggested Deadline Date:	30 Jul 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:	3	
Description:	Door widths are more than 0.8m. Some of the doors are collapsible, rolling shutter and steel doors, therefore obviously non-rated. Fire doors of proper rating are required in accordance with section 6.3.1.2.2 and 4.6.	
Source of Findings:	Visual Assessment: During site tour, no fire door was found at egress points.	
Suggested Plan of Action:	Remove all existing gates and doors. Install fire doors at the stairs that are listed, approved, swinging, automatic-closing, in compatible fire rated frames with latching panic hardware. Install 90 minute doors in 2 hour stairs and 60 minute doors in 1 hour stairs.	
Suggested Deadline Date:	25 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:	3	
Description:	There are collapsible doors, steel-leaf doors and rolling shutter-type doors at each egress location. This violates Alliance Standard Part 6, Section 6.8.1.	
Source of Findings:	Visual Assessment: Collapsible, rolling shutter-type doors were found at exits.	
Suggested Plan of Action:	Replace all collapsible and rolling shutters in means of egress with side-hinged swinging-type doors of proper width and rating in accordance with Alliance Standard Part-6, Section-6.8.1.	
Suggested Deadline Date:	25 Sep 2014	
Standard:	Alliance Standards Part 6 Section 6.8 Doors and Gates	
Question:	Every door in a stair enclosure serving more than 5 stories is provided with re-entry unless it meets the requirements of Alliance Standards Part 6 Section 6.8.3.1.	
Priority Level:	Medium	
Non-Compliance Level:	3	
Description:	The main production building has 9 stories, but doors are not provided with re-entry. Stair doors with re-entry are required in at least 2 floors according to Alliance Standards Part 6 Section 6.8.3. The buildings other than the main building have less than 6 stories, therefore re-entry is not required for those	

	buildings.
Source of Findings:	Visual Assessment: No re-entry door is provided at stairs.
Suggested Plan of Action:	Every door in a stair enclosure serving more than 5 stories shall be provided with re-entry unless it meets the following requirements. Stair doors may be permitted to be locked from the stair (ingress) side that prevents re-entry to the floor provided at least two floors allowing re-entry to access another exit are provided, there are not more than 4 stories intervening between re-entry floors, re-entry is allowed on the top or next to top level, re-entry doors are identified as such on the stair side, and locked doors shall be identified as to the nearest re-entry floors. When the discharge floor is determined to be a required re-entry floor using the above requirements, re-entry does not have to be provided back into the building on this level.
Suggested Deadline Date:	25 Sep 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:	2
Description:	Occupant loads are not posted in a conspicuous space near the main exits or exit access doorways as required in Alliance Standard Part 6, Section 6.4.4.
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:	30 Jul 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:	2
Description:	Record of verifying emergency power for means of egress illumination was not found which is required as per Alliance Standards Part 10, Section 10.12.2.3.
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:	Verify emergency power for egress lights at least once per year. If battery operated lights are used, test them monthly. Perform annual functional testing of battery powered lights for at least 30 minutes. Ref. 10.12.2.3.	
Suggested Deadline Date:	30 Jul 2014	
Standard:	Alliance Standards Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape Lighting	
Question:	Illuminated exit signs are placed at entrances to exits and along the path of egress anywhere the continuation of egress is not obvious or there is a change in the direction of the path of travel.	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Lighted exit signs were installed only at the exits.	
Source of Findings:	Visual Assessment: Exit signs only at exits and not throughout production floor	
Suggested Plan of Action:	Install continuously illuminated exit signs. Signs shall be placed at all required exits and along egress paths, especially where there is a change in direction for the path of travel.	
Suggested Deadline Date:	27 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 required in Section 10.12.1.4 of the Alliance Standards.	
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:	Since 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:	30 Jul 2014	
Standard:	Alliance Standard Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape.	

Question:	All paths of egress are provided with compliant means of illumination.
Priority Level:	Medium
Non-Compliance Level:	1
Description:	Some emergency lights were present and installed on emergency power.
Source of Findings:	Visual Assessment: Aisles,exit doors and stairways were found insufficiently illuminated while auditing.
Suggested Plan of Action:	Install emergency lighting for all paths of egress. Illumination needs to be a minimum of 10 lux for all corridors, exit doors and stairways. Illumination for aisles needs to be a minimum of 2.5 lux.
Suggested Deadline Date:	27 Nov 2014
Standard:	Alliance Standards Part 6 Section 6.7 Egress Illumination and Part 10 Section 10.12 Illumination of Exit Signs and Means Of Escape

Question:	Exit signs have appropriate illumination levels and contrasting graphics.
Priority Level:	Low
Non-Compliance Level:	1
Description:	Some exit signs do not have appropriate illumination levels and contrasting graphics as required in Section 10.12.1.2 of the Alliance Standards.
Source of Findings:	Visual Assessment: Some exit signs were found without appropriate illumination levels.
Suggested Plan of Action:	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:	02 Dec 2014
Standard:	Alliance Standard Part 10 Section 10.12.1 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:	1
Description:	Floor levels are mentioned only in English and stair designation signs are not provided at all stairs.
Source of Findings:	Visual Assessment: Stair designation signs are not provided at all stairs.

Suggested Plan of Action:	Install signage adjacent to each stair door indicating the stair name and the floor level at the noted locations in accordance with Alliance Standard, Part-6, and Section- 6.9.3.1.
Suggested Deadline Date:	30 Jul 2014
Standard:	Alliance Standard Part 6 Section 6.9 Stairs
Fire Safety Programs	
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 the alarm. However, no procedure defining the evacuation process was available.
Source of Findings:	Document Review: Among the documents shown by the factory personnel, no proper emergency evacuation plan was found.
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. and all components required by the Alliance Standards and communicate the plan to all employees. The evacuation plan shall include provisions to assist physically disabled persons. A list of all employees with physical disabilities shall be kept by the Fire Service Director.
Suggested Deadline Date:	30 Jul 2014
Standard:	Alliance Standards Part 13 Section 13.1 Fire Safety Director
Question:	Training programs are implemented and documented in accordance with the Alliance Safety Training Curriculum.
Priority Level:	Medium
Non-Compliance Level:	2
Description:	Alliance Safety Training Curriculum was not found among the documents shown by factory personnel.
Source of Findings:	Document Review: Alliance Safety Training Curriculum was not found among the documents shown by factory personnel.
Suggested Plan of Action:	Implement training program with proper documentation in accordance with the Alliance Safety Training Curriculum on fire safety.
Suggested Deadline Date:	30 Jul 2014

Standard:	Alliance Standards Part 13	
Question:	Are there additional areas of non-compliance to report?	
Priority Level:	Medium	
Non-Compliance Level:	2	
Description:	Materials are stored haphazardly at various locations of main building.	
Source of Findings:	Visual Assessment: Materials are stored haphazardly at various locations.	
Suggested Plan of Action:	Coordinate with the storage arrangement used for the design of the sprinkler system in this area. Materials shall be be arranged in a good manner.	
Suggested Deadline Date:	30 Jul 2014	
Standard:	Not Applicable	
Question:	Fire Drills are conducted at required intervals based on building use type.	
Priority Level:	Medium	
Non-Compliance Level:	1	
Description:	Fire drills are conducted at regular interval in all buildings but not under the direction of a Fire Safety Director. This does not meet the requirements of Alliance Standard Part 13 Section 13.2 and BNBC Part 4 Appendix A Page 10457.	
Source of Findings:	Visual Assessment: Fire Drills are conducted at required intervals but not under the direction of fire safety director.	
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 Jul 2014	
Standard:	Alliance Standards Part 13 Section 13.3 Fire Drills	
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 document regarding involvement of a fire safety	

	director was found among the documents shown by factory personnel.	
Suggested Plan of Action:	Create a Fire Safety Director position and fill the position with an individual that has had sufficient training to be able to 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 Alliance standard 13.9, and (4) Ensure all testing of fire protection equipment is conducted in accordance with Alliance standard 13.10.	
Suggested Deadline Date:	25 Dec 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:	2	
Description:	Fire department pre-planning was not found.	
Source of Findings:	Document Review: No document regarding fire department pre-planning was 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 in accordance with Alliance Standard Part-13, Section-13.1.1(2).	
Suggested Deadline Date:	30 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:	2	
Description:	Written housekeeping policy was not established, which is required as per Alliance Standards Part 13, Section 13.6.	
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 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 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	24 Feb 2015	

Date:		
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:	Hot-work permit program is not established yet. It is required as per Alliance Standard Part 13, Section 13.4.	
Source of Findings:	Document Review: No hot-work permit program was found.	
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 process of request and approval authorities, necessary checks prior 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:	17 Dec 2014	
Standard:	Alliance Standards Part 13 Section 13.4 Hot Work Permit and NFPA 51B	