



Government Of West Bengal  
Office Of The Director General  
West Bengal Fire & Emergency Services  
13D, Mirza Ghalib Street, Kolkata - 16

Memo no.:IND/WB/FES/20182019/45272

Date: 14-09-2022

**From:**  
Divisional Fire Officer  
Fire Prevention Wing,  
West Bengal Fire & Emergency Services

**To:** National High School Hazra Road Campus  
N.R.IYER Memorial Education Society, National High School, 42/1, Hazra Road, Kolkata - 700019

**Sub:** Renewal of Fire Safety Certificate for an existing construction of B+G+VI Storied and adjoining G+III storied Building under principal group occupancy Educational in the name & style 'National High School Hazra Road Campus' N.R. IYAR Memorial Education Society at Premises No.-42/1, Hazra Road, Kolkata-700019, W.B., India.

This is in reference to your application no. 0125191228700571 dated 16-07-2022 regarding the Renewal of Fire Safety Certificate for an existing construction of B+G+VI Storied and adjoining G+III storied Building under principal group occupancy Educational in the name & style 'National High School Hazra Road Campus' N.R. IYAR Memorial Education Society at Premises No.-42/1, Hazra Road, Kolkata-700019, W.B., India.

The performance of the Fire Fighting System as incorporated in the buildings were tested at random and found satisfactorily working condition. In view of the above this office is releasing the Renewal of Fire Safety Certificate for occupancy of the aforesaid building.

However to up-keep the Fire Safety Measure of the aforesaid building the following safety measures need to be incorporated / maintained.

**Recommendation:**

1. Driveway must be free of any type of obstruction for easy movement of Fire Appliances. No parking will be allowed on the Drive way.
2. Entrances / Exits as marked in the sanctioned plan drawing must be opened and free from any type of obstruction.
3. The Interior finish decoration of building of the factory shall be made with low flame spread material confirming to the I. S. Specification.

4. The Building shall not be used for the storage of any hazardous materials i.e., Volatile flammable liquids. If stored then, it shall be restricted to science laboratories only.
5. Rooms used by the preschool, Grade-1 students shall be located on ground floor of exit discharge. Room occupied by class II students shall be located not above one floor higher than ground floor of exit discharge.
6. To eliminate risk of Fire Hazards, Good House Keeping both for insides and outsides of the Building shall be strictly maintained.
7. Existing Electrical wiring of the whole building shall have to be carefully checked for any wear and tear in them, particularly lines above false ceiling & ducts.
8. A Fire Control Room including Closed circuit Television system and PA system will have to maintain to monitoring/surveillance the entire institutional Building.
9. Electrical Panel Rooms shall have to be protected by automatic fire suppression system such as CO2 /inert gas Flooding System.
10. The notice of Fire Fighting and Evacuation from the building shall be displayed at all venerable places of the Building.
11. The Teaching and Non Teaching employees and security staff shall be conversant with installed fixed Fire Fighting equipments of the building and to operate in the event of Fire and Testing.
12. Mock Fire Practice and evacuation drill shall be performed periodically with participants of all the occupants of the building.
13. Transformer, L T panel Room and Switch Gear room shall be protected with automatic CO-2 or D.C.P. Portable Fire extinguisher confirming I. S. Specification.
14. A crew of trained Fireman under an experience fire officer shall be appointed round the clock for safety of the building.
15. Arrangement shall have to be made for regular checking, testing and maintenance of all the Fire Fighting installation in the Building to keep them in perfectly good working condition at all times.
16. Existing lift shall be treated as fire lift in case of emergency.
17. The Fire Check Door shall be sealed with rubber sealing properly in order to prevent the percolation of smoke.
18. Fire Pumps, Alarm and detection system which are incorporated in the building shall be kept in auto mode condition round the clock.
19. Periodical flashing of water in the Hydrants and Wet-Riser pipe line shall be made to maintain the efficiency working performance of Fixed Fire Fighting System. Another Fire pump shall be installed as stand-by.
20. First-Aid-Fire Fighting system shall be provided as per I.S. Specification.

21. If required, the old lines shall have to be replaced with new lines the cables shall always be laid in M.S. conduit pipes continuously bonded to the earth.
22. Periodical check up of detectors, manually operated/automatic Electrical Fire Alarm system with break glass type call boxes fitted with Hooter, sprinkler system etc. at each floor connecting with control panel to be conducted.
23. Emergency Battery Backup for suitable lighting arrangements shall be maintained for safe evacuation in case of any emergency.
24. Contract Number of all the Emergency Services to display at prominent places and also in the office room.
25. "EXIT/ENTRANCE" sign must be clearly visible even in dark in English, Hindi and also in local Language i.e. Bengali.).
26. The Fire Safety audit to be conducted a regular interval and to be recorded in the Fire Prevention maintenance register.
27. Electrical Audit shall be conducted in every year and certificate must be submitted in the office at the time of renewal of Fire Safety Certificate.
28. The Fire Safety Certificate is valid for three year from the date of the issue of this letter and has to be renewed before being lapsed / within its validity Period.
29. The certificate is to be obtained from the Director General, West Bengal Fire & Emergency Services on satisfactory performance of all the Life and Fire Safety arrangements, installations and system of the building.

Signature valid

Digitally signed by SAROJ  
KUMAR BA  
Date: 2022.09.14 14:11:10 IST

Divisional Fire Officer  
West Bengal Fire & Emergency Services

Memo No.: IND/WB/FES/2019/43272