

PROCEDURES FOR THE ISSUE OF A FIRE CLEARANCE

1. Documents to be produced:-

- A. Application form (FP2) duly filled and signed.
- B. One copy of site plan.
 - i. Three copies of line drawing (A₄) size clearly mentioning the following details by appropriate legends:-
 - ii. Location of staircases and width of exits.
 - iii. Location, type and capacity of Fire Extinguishers.
 - iv. Location of Fire Hose Reel system.
 - v. Location of call points and audible & visible warning devices for any Fire alarm system.
- C. Material Safety Data Sheets for any Chemicals & Inflammable substances used or stored.
- D. Original Commissioning Certificates for any Fire alarm system.
- E. Original Commissioning Certificate for electrical installations in accordance to MS 063.
- F. Original Maintenance Certificate for all available Fire fighting facilities.

- 2. Upon receipt of the above mentioned documents an inspection shall be carried out by officer of the Fire Prevention Section of the Government Fire Services.

3. If the building / premises satisfy Fire Safety norms.

Fire Clearance shall be issued within 15 days.

If the building / premises do not satisfy Fire Safety norms.

The Fire Services will recommend Fire Safety measures which shall be implemented within a reasonable prescribed delay.

4. Upon completion of all Fire Safety measures imposed.

The Fire Services Department shall be informed in writing so that further action can be initiated.

- 5. When the Fire Services Department has been informed about the implementation of all Fire Safety measures imposed, a re- inspection shall be carried out by officer of the Fire Prevention Section.