



**Government Of West Bengal**  
**Office Of The Divisional Fire Officer, North Dinajpur**  
**West Bengal Fire & Emergency Services**  
**Raiganj Fire Station, College Para, P.O.:- Raiganj, Pin :- 733134**

Memo no.:IND/WB/FES/20192020/80361

Date: 06-07-2023

**From:**  
**Divisional Fire Officer, North Dinajpur**  
**West Bengal Fire & Emergency Services**

**To: Holy Cross School**  
**Nichitpur, Dalkhola, Uttar Dinajpur**

**Sub: Renewal Fire Safety Certificate for the Existing of G+3 storied Building in the Name of Holy Cross School under group of Educational, at the premises no: Nichitpur, Simulia via Kanki , P.S- Kanki police O/p , Dist - Uttar Dinajpur, Pin- 733209.**

This is in reference to your application no. 0125191230600031 dated 23-06-2023 regarding the Renewal Fire Safety Certificate for the Existing of G+3 storied Building in the Name of Holy Cross School under group of Educational, at the premises no: Nichitpur, Simulia via Kanki , P.S- Kanki police O/p , Dist - Uttar Dinajpur, Pin- 733209.

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:**

Terms and Condition:-

- (1)The open space of the surrounding school building must be free from any kind of obstruction for easy movement of fire personnel with necessary fire fighting equipment in case of need.
- (2)To eliminate the risk of fire, good housekeeping shall be strictly maintained both inside and outside the building.
- (3)All fire extinguishing installations in the building shall be regularly inspected, tested and maintained and shall be kept in perfect working condition at all times and shall be recorded in the register.
- (4)Existing electrical wiring and installation of whole building/ specific place should be carefully checking and maintenance

regular by a licensed electrician .

- (5) Regular mock fire practice and evacuation drill should be conducted periodically by participation of all the occupants of the building .
- (6) The employees and security staff be conversant with installed firefighting equipment of the building and to operate in the event of fire and testing.
- (7) The entire fire fighting extinguishers should be tested once in a year.
- (8) Periodical flashing of water from the installing fire hydrant , sprinkler(if available as per FSR) should be making to maintain the efficient working performance.
- (9) The fire safety audit to be conducted a regular interval and to be recorded in the fire prevention maintenance register.
- (10) A crew of trained fireman/ fire fighting staff under the experience officer to be kept ready in the premises and proper maintained the inbuilt and available fire fighting equipments / gears round the clock for safety of the respective business Building.
- (11) A register for the recording of mock fire drill, evacuation drill, testing and checking of whole fire fighting, electrical installation & liable to produce the same to the authorized officer of this department on demand.
- (12) This Renewal Fire Safety Certificate is valid up to three year from the date of issue and has to be renewed continuously after every three year from West Bengal Fire & Emergency Services, certifying about the satisfactory services, performance of all the life & fire safety arrangements and installations of the existing building and premises.

Note Below:-

- (1) Any deviation and changes the nature of use of the buildings in respect of the approved plan drawings, without obtaining prior permission from this office, this Fire Safety Recommendation will be treated as canceled.
- (2) In case of loss of departmental issued FSR, FSC and approved building plan drawings, as soon as possible the applicant should collect duplicate copies from W.B.F and E.S after general diary at concerned police station and keep the same in office file of school
- (3) Adequate fire fighting installations such as fire extinguishers, first aid hose reels along with other safety measures as per Table No. 07 of NBC (Part-IV) and fire safety recommendations should be kept ready for use at all times.

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