



Government Of West Bengal  
Office Of The Divisional Fire Officer, Paschim Bardhaman  
West Bengal Fire & Emergency Services  
Bhangakhuti, Purba Burdwan, P.O.:- Rajbati, Pin :- 713104

Memo no.:IND/WB/FES/20182019/37953

Date: 01-09-2023

**From:** \*  
Divisional Fire Officer, Paschim Bardhaman  
West Bengal Fire & Emergency Services

**To:** St. Stephens Public School A Unit of St Stephens Educational and Charitable Trust.  
Mouza - Ukhra, Plot no. 3100, 3101, 3132, 3133, Kh. no. 5735, 5745, 5731, 5900, J.L no. 18, under Ukhra G.P, P.S Andal, Dist. Paschim Bardhaman, Pin - 713363.

**Sub:** Fire Safety Certificate for occupancy of existing G+II storied building under group Educational in favour of "St. Stephens Public School A Unit of St Stephens Educational and Charitable Trust" at the Premises no. Mouza - Ukhra, Plot no. 3100, 3101, 3132, 3133, Kh. no. 5735, 5745, 5731, 5900, J.L no. 18, under Ukhra G.P, P.S Andal, Dist. Paschim Bardhaman, Pin - 713363.

This is in reference to your application no. 0125189239100050 dated 05-07-2023 regarding the Fire Safety Certificate for occupancy of existing G+II storied building under group Educational in favour of "St. Stephens Public School A Unit of St Stephens Educational and Charitable Trust" at the Premises no. Mouza - Ukhra, Plot no. 3100, 3101, 3132, 3133, Kh. no. 5735, 5745, 5731, 5900, J.L no. 18, under Ukhra G.P, P.S Andal, Dist. Paschim Bardhaman, Pin - 713363.

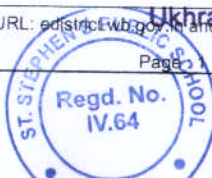
The performance of the Fire Fighting System as incorporated in the buildings were tested at random and found satisfactorily working condition. In view of the above this office is releasing the Fire Safety Certificate for occupancy of the aforesaid building.


**Recommendation:**

- 1.Entry / Exit and 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.The Interior finish decoration of buildings shall be made with low flame spread material confirming to the relevant I.S. Specification.
- 3.To eliminate risk of Fire Hazards, Good House Keeping both for insides and outside of the buildings shall be strictly maintained.
- 4.Existing Electrical wiring of the whole buildings shall have to be carefully checked for any wear and tear in them, particularly lines above false ceiling & ducts.
- 5.All the vertical and horizontal ducts to be sealed by approved fire resisting materials.
- 6.Floor numbers and directional sign of escape route shall be displayed prominently
- 7.A closed-circuit TV system will have to be maintained which will observe all the floors of the buildings.
- 8.The notice of Fire Fighting, Exit Signage and Evacuation Plan from the building shall be prepared and displayed at all

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Managing Director



  
Principal

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vulnerable places of the buildings.

9.The employees and security staff shall be conversant with installed Fire Fighting equipment of the building and to operate in the event of Fire and Testing.

10.Mock Fire Practice and evacuation drill shall be performed periodically with participation of all the occupants and employees of the buildings.

11.A crew of trained Fireman under an experienced officer shall be maintained round the clock for safety of the buildings.

12.Transformer, Switch Gear room, Electrical Panel Room and Electrical Main & Meter Room shall be protected with automatic Fire detection and suppression system conforming relevant I.S. Specification.

13.First-Aid Fire Fighting system shall be provided as per I.S. Specification.

14.Arrangement shall have to be made for regular checking, testing, and maintenance of all the Fire Fighting installation in the buildings to keep them in perfectly good working condition at all the times.

15.If required, the old electrical 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.

16.Periodical flashing of water from water-based suppression system shall be made to maintain the efficient working performance of above mentioned system.

17.The Fire Safety and electrical audit to be conducted at regular interval and to be recorded in the Fire Prevention maintenance register.

18.This Renewal of Fire Safety Certificate is valid for 03 (Three) years from the date of issue of this letter and has to be renewed within validity limit.

19.Accordingly, a certificate is to be obtained from the Director General, West Bengal Fire & Emergency Services regarding performance of all the Fire Safety arrangements and installations of the buildings.

Signature valid

Digitally signed by SHYAM  
CHANDRA MOUDAL  
Date: 2023.09.11 11:43:33 IST

Divisional Fire Officer, Paschim Bardhaman  
West Bengal Fire & Emergency Services

St. Stephen's Public School  
Ukhra

  
Managing Director



St. Stephens Public School  
Ukhra

  
Principal