



Government of West Bengal
Office of the Divisional Fire Officer
West Bengal Fire & Emergency Services

Jalpaiguri Fire Station, Race Course Para, P.O. & P.S. :- Jalpaiguri, Pin:- 735101

Memo No.: FSR/211862606300020000

Date : 09-01-2026

**From :
Divisional Fire Officer
Jalpaiguri Division
West Bengal Fire & Emergency Services**

**To :
Beauty Dutta
Shantiniketan Housing Complex, Ward No. 41 SMC, Siliguri-734001.**

Sub: Fire Safety Recommendation for Proposed construction of G+5 Storied Residential cum Commercial Building under Group of Residential in the name of Smt. Beauty Dutta, D/O- Late Ganesh Dutta at the Premises Mouza- Dabgram, Sheet No. – 08 RS, 66 LR ; RS Plot No. 164 LR Plot No. – 28,29; RS Khatian No. 236/7, LR Khatian No. - 207 ; JL No. - 02, Ward No. – 41(SMC), Borough No. – V ; Holding NO. – 322/2665 PS- Bhaktinagar, District- Jalpaiguri..

This is in reference to your AIN 211862606300020000 dated 05-Jan-2026 regarding Fire Safety Recommendation for Proposed construction of G+5 Storied Residential cum Commercial Building under Group of Residential in the name of Smt. Beauty Dutta, D/O- Late Ganesh Dutta at the Premises Mouza- Dabgram, Sheet No. – 08 RS, 66 LR ; RS Plot No. 164 LR Plot No. – 28,29; RS Khatian No. 236/7, LR Khatian No. - 207 ; JL No. - 02, Ward No. – 41(SMC), Borough No. – V ; Holding NO. – 322/2665 PS- Bhaktinagar, District- Jalpaiguri.

The plan submitted by you was scrutinized and marked as found necessary from Fire Safety point of view. In returning one set of plan with recommendation, this office is issuing Fire Safety Recommendation in favor of the aforesaid building for compliance of the following fire safety measure.

Recommendation :

CONSTRUCTION

1. The whole construction of the proposed building shall be carried out as per approved plan drawing conforming relevant building rules of local administrative body.
2. The interior finish decoration of the building shall be made low flame spread materials conforming I.S. specification.
3. Provision of ventilation at the crown of the central core-duct of the building shall be provided.



4. Arrangement shall have to be made for sealing all the vertical ducts by the materials of adequate fire resisting capacity.

OPEN SPACE & APPROACH

1. The open space surrounding the buildings shall conform the relevant building rules as well as permit the accessibility and manoeuvrability of fire appliances with turning facility having minimum 6.5 M width in each side.
2. The approach roads shall be sufficiently strong to withstand load of fire engine weighing up to 45 M.T.
3. The width and height of the access gates into the premises shall not be less than 4M and 5M respectively abutting the road.
4. The open space surrounding the building should be kept free from any obstruction.
5. All the Passage way should be kept clear for free access.

AIR-CONDITIONING SYSTEM:- (SPLIT TYPE)

Peak summer is in full swing. During this period, chances of fire incidents become more imminent due to heavy current drawn by AC units. The following precautions must be scrupulously followed so as to avoid possibility of fire incident due to Window / Split type AC unit.

1. Joints must be avoided in AC wires. It is generally found that there are multiple joints in AC wires which is the single most common cause of Electric Fire due to heat generated in it which spreads quickly to inflammable materials like curtains, paper files etc.
2. It must be ensured that all AC units are comprehensively serviced before operation and filter is cleaned regularly through authorized service agency which increases cooling as well as results in less electric consumption.
3. Never use AC units on normal plug points or temporary extension boards except on covered MCB's.
4. Switch off air-conditioners, lights, fans, exhaust fans, heat convectors, fax machines, computer monitors, printers /scanners/UPS, inverters, photocopiers, TVs and other office equipment when they are not in use. Switch on only those lights fans, air-conditioners or other equipment which are required for functioning office. Do not leave air-conditioners, heat convectors, lights, fans and other electrical equipment and gadgets in 'ON' position when not required.
5. Keep the doors / Windows of air-conditioned rooms close to avoid loss of conditioned air. Provide automatic door closers.
6. Use air-conditioner fan/blowers and fans at low speed.
7. In summer reduce load on air-conditioners by putting curtains/blinds/shades on windows.
8. Window type air-conditioners/split type AC's being highly energy intensive equipments; they should be serviced at least thrice in a year as per the recommendations of manufacturers, The servicing included cleaning of air filters, cleaning of condensers/cooling coil, service and oiling of fan motors, checking of fasteners, checking of electrical spares, checking of current/voltage and checking of room temperature and grill temperature.
9. Replace old air-conditioners which have out-lived their useful life i.e. 7 years as per Competent authorised agency maintenance manual 2012 and have become unserviceable with star rated Energy Efficient air conditioners.

STAIRCASE

- 1) The staircase of the building shall be enclosed type. Entire construction shall be made of bricks/R.C.C. type having fire resisting capacity not less than 4 hours.
- 2) The staircase of the building shall have permanent vents at the top and open able sashes at each floor level in the external wall of the building.
- 3) The width of the staircase shall be made as marked in the plan. Corridors and the exit doors shall conforming the relevant building rules which upto date amendment.
- 4) All the staircases shall be extended upto terrace of the building and shall be negotiable to each other without entering into any room.

LIFT

- 1) Walls of all lift enclosures shall have a fire rating of two hours; lifts shafts have a vent area not less than 0.2 M²
- 2) Lift Motor Room shall be located preferably on top of the shaft and separated from the shaft by the floor of the room.
- 3) Landing doors in all lift enclosures shall have a fire resistant of not less than 1 hour.



- 4) All Lift Car door shall have a fire resistance rating of half an hour.
- 5) Exit from the lift lobby, if located in the core of the building, shall be through a self closing smoke stop door of half an hour fire resistance.
- 6) Grounding Switch(es), at ground floor level shall be provided on all the lifts to enable the fire service to ground the lifts..
- 7) Collapsible gates shall not be permitted for lifts and shall have solid lift doors with fire resistance of at least 1h.
- 8) A sign shall be posted and maintained on every floor at or near the lift indicating that in case of fire, occupants shall use the stairs unless instructed otherwise. The sign shall also contain a plan for each floor showing the locations of the stairways.
- 9) In case of failure of normal electric supply, it shall automatically trip over to alternate supply. This changeover of supply could be done through manually operated changeover switch. Alternatively, the lift shall be so wired that in case of power failure, it comes down at the ground level and comes to stand still with door open.

FIRE FIGHTING WATER:

Underground water reservoir having water capacity of 50000 litre exclusively for fire fighting purpose with replenishing arrangements @ 1000 ltrs/min. preferably from two different sources of water supply shall be provided. The water reservoirs shall have overflow arrangement with the domestic water reservoir as well as to avoid stagnancy of water. The water reservoir shall be kept full at all time.

WET RISER SYSTEM IS:3844

150 mm dia ring main & 100 mm dia riser with single out let landing valve shall have to be provided.

ELECTRICAL INSTALLATION AND DISTRIBUTION:

1. The electrical installation including Transformers, Switch Gear, Main & Meters etc. and the distribution system of the premises shall be made satisfying the code of practice for Fire Safety in general building as laid down in I.S. specification.
2. The vertical and horizontal electrical ducts shall be sealed at each floor level by fire resisting materials.
3. The electrical installation shall be adequately protected with CO2/D.C.P. Fire Extinguishers conforming I.S. specification.
4. Transformer to be protected by High Velocity Water Spray Projection System as per relevant I.S. specification.
5. Arrangement for alternative power supply shall have to be made to supply power with the help of a generator to operate at least the Fire Pump, Deep Tube-Well Pump, Fire Alarm System etc. and also for illuminating the Staircase, Corridors, Lobbies etc. and other places of assembly of the building in case of normal power failure.

Pumps for fire fighting Installation (IS 12469:1988):-

- i) The standard code of practice recommended that all water based fixed fire fighting installations should be fed by two separate automatic pumps, one of which should act as stand by. Each pump should be designed to deliver water at required pressure and discharge, taking into account the height and volume of the building.
- ii) The Fire pumps should be provided near the underground static water storage tank with minimum pressure of 3.5 kg. / sq. cm. at terrace level or farthest point.
- iii) One electric and one Stand by pump of capacity 1620 LPM and One electric pump of capacity 180 LPM should be installed. An independent identical pump for the purpose of sprinkler installation shall be made available
- iv) The pumps should be installed and arranged in such manner so that it will start automatically due to fall in pressure as prefixed in the installation by installing a Jockey pump. Provision of Jockey pump shall also be made to keep the water-based system under pressurized condition at all times.
- v) All the pumps shall be so designed as to supply water at the designed pressure and discharge into the water-based system which shall be installed in the buildings.
- vi) All the pumps shall be incorporated with both manual and auto starting facilities .

Lighting protection of the building:- This protection for the building shall be provided as given Part:-VIII of building services, Section -2 of Electrical installation.

Yard Hydrants

Yard Hydrant / Landing Valve IS 13039:2014 shall have to be installed as per requirement.

FIRST AID HOSE REEL SYSTEM (IS 884:1985):



i) Provision for Hose Reel in conjunction with wet riser shall be made at each floor of the building level from the underground reservoir through main pump conforming the relevant I.S. specification.

ii) The Hose reel hose system should be provided at each floor of the buildings. The internal dia of the said hose reel shall be 19 mm to 32 mm and the discharge capacity not less than 22.5 LPM. While the length of the hose reel not more than 36.50 meters. The distance of such installation should be in such a way that no part of the floor is more than 6 meters distance from a hose nozzle when fully extended.

ALTERNATE POWER SUPPLY

Arrangement shall have to be made to supply of power with the help of generator to operate at least fire pump, illumination of staircase, corridors etc. and other places of assembly area in case of normal power failure.

FIRST AID FIRE FIGHTING SYSTEM

First Aid Fire Fighting arrangement (Extinguisher) in the style of placing suitable type of portable fire extinguishers, fire buckets, etc. in all floors and vulnerable locations of the premises shall be made in accordance with I.S. 2190-1992.

GENERAL RECOMMENDATIONS:

1. Fire notice for firefighting and evacuation from the building shall be prepared and be displayed at all vulnerable place of the building as per clause 4.11 Annex D of N.B. Code.
2. Floor number and direction sign of escape shall be displayed prominently as per clause 4.11 Annex D of N.B. Code.
3. The employees and security staff shall be conversant with installed firefighting equipment of the building on to operate in the event of fire and testing as per clause 4.11 Annex D of N.B. Code.
4. Arrangement shall be made for regular checking, testing and proper maintenance of all the fire safety installation and equipment installed in the building to keep them in perfectly good working conditions at all times.
5. Mock fire practice and evacuation drill shall be performed periodically with participation of all occupants of building.
6. Considering the gravity of growing hazard in the township, a crew of trained firemen under one experienced officer shall be maintained round the clock along with water tender (type-B) conforming I.S. 948 : 1983.

On compliance of all the above Life and Fire Safety Recommendation, the Director General, West Bengal Fire & Emergency Services shall be approved for necessary inspection and testing of all the installation, Fire Safety Certificate in favour of the occupancy shall be issued on being satisfied with the tests and performances of safety aspects of installation of the building.

N.B. : Any deviation and changes the nature of use of the building in respect of the approved plan drawing, without obtaining prior permission from this office, this Fire Safety Recommendation will be treated as cancelled.

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