



**Government of West Bengal**  
**Office of the Divisional Fire Officer**  
**West Bengal Fire & Emergency Services**  
**Station Feeder Road, P.O & P.S Siliguri, District: Darjeeling, Pin – 734005**

**Memo No.: FSR/211862506300017668**

**Date : 18-09-2025**

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

**To :**  
**Masoom Raza & Others**  
**Matigara, Darjeeling, PLOT NO.206 (R.S.)50 (L.R.) P.S. : MATIGARA**

**Sub: Fire Safety Recommendations for the Proposed G+3 Residential Building under group Residential in name of Masoom Raza & Others having Matigara, Darjeeling, PLOT NO.206 (R.S.)50 (L.R.) P.S. : MATIGARA, Dist-Darjeeling..**

**Memo No.: FSR/211862506300017668**

This is in reference to your AIN 211862506300017668 dated 15-Sep-2025 regarding Fire Safety Recommendations for the Proposed G+3 Residential Building under group Residential in name of Masoom Raza & Others having Matigara, Darjeeling, PLOT NO.206 (R.S.)50 (L.R.) P.S. : MATIGARA, Dist-Darjeeling.

**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 :**

**A) Construction Part:-**

- i) The whole construction of the Existing building shall be carried out as per approved plan of the Municipality/local authority & conforming the relevant building rules of said local authority.
- ii) The floor area exceeds 750 sq.miter shall be suitably compartmented by separation walls up to ceiling level having at least two hrs fire resisting capacity.
- iii) The interior finish decoration of thDist-e building shall be made of low flame spread materials conforming I.S Specification.
- iv) All construction materials should be of four hrs. Fire resisting type.



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- v) Doors & windows should be of at least 2 hrs of fire resisting type.
- vi) All opening of services ducts, void, gap, joints etc. should be sealed with fire check materials.
- B) Open Space & approach:-
- i) The open space surrounding the building shall conform the relevant building rules as well as permit the accessibility and maneuverability of fire appliance with turning facility.
- ii) The approach roads shall be sufficiently strong to withstand the load of fire engine weighting up to 45 M.T.
- iii) The width and height of the access gates into the premises shall not be less than 4.5 meters & 5 meters respectively abutting the roads.
- C) Means of escape: -
- i) The Staircases of the building shall be enclosed type & construction shall be made of bricked/RCC type having fire resistance capacity not less than 4 hrs.
- ii) Time of evacuation should be as per I:S 1644-1988 i.e. 2.5 minutes.
- iii) The width of the staircases shall be 1.25 meters. Corridors of the building and the exit doors shall conforming the relevant building rules.
- iv) The staircases shall be extended up to terrace of the building and shall be negotiable to each other without entering into any room.
- v) Fire & Smoke doors at the entrance of all the staircases enclosures at each floor level shall be provided. The F.C.D shall be at least two hour fire resisting with self closing type open able in the direction of the escape.
- vi) In no way the travel distance from any point of the building exceeds the limit of 22.5 meters.
- vii) 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.
- viii) Parking area should not used for any storage.
- IX) There should be two staircases from the ground floor to the terrace of the building.
- D) Electrical Installation: 1946:1982:-(I:S-694)
- i) All electrical installation should be done in accordance with National Electrical code & part -viii "Building Service" section -2 "Electrical installation" good practice.[4(10)].
- ii) All cable should be of FRLS type & all wiring should be done by the copper wire along with appropriate gauge such as 1.2 sq. mm for light , fan, bulbs etc. 2.5 sq. mm for freeze , TV & 4 sq. for geezer, washing machine etc. less than 0.2M2.
- iii) Electrical installation shall be tested by the licensed Electricians where as 85 % fire originated from electrical source of energy.
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- F) In-case of Air Condition:-I:S 659-1991:- It shall conform to the following:-
- i) Escape routes like corridors, lift lobbies etc. shall not be used as return air passages.
- ii) Regular checkup of all split type window machine to prevent dust, foreign materials in the air inlet should maintained to prevent spontaneous combustion.
- iii) In case of central A.C. system , the same shall be incorporated with automatic dampers with fusible link with a view to shut down the system automatically.
- iv) Regular checking, testing, cleaning the Air inlet is must.
- v) AHU room shall not be used for storage of combustible articles.
- G) Alternate power supply :-Arrangement shall be made to supply power with the help of a Generator to operate at least the fire pump, pump for deep tube-well , illumination of stairs, corridors, means of escape etc. in case of normal power failure
- H) Fire Fighting Water: -
- i) The building should be provided with 50000 liters capacity of underground stored water with replenishing arrangement @ 1000 liters of water per minutes preferably from two different sources. The height of the reservoir should not be exceeding 30 cm from the ground level .Fire water reservoir shall have overflow and connected with the domestic water reservoir as well as to avoid stagnancy of water. The water reservoir shall be kept full at all times.
- ii) The location of the underground reservoir should be such so that Fire Service vehicles may get access to the site of the reservoir with a view to draw the water from the said reservoir..
- I) Terrace Tank:-One Terrace Tank of capacity Minimum 10000 liter should be installed in the building along with suitable terrace pump & wet riser cum down comer system.
- J) Hose Reel System:-IS 884-1985, the Hose reel hose system should be provided at each floor of the building. 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.

K) Pumps for fire fighting Installation.IS-12469-1988.

- i)The pump 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. As per NBC the discharge capacity of the said pump minimum 1620 liters per minutes,
- ii) 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 building.
- iii) One such pump shall always be kept on stand by preferably be of diesel driven type.
- iv)All the pumps shall be incorporated with both normal and auto starting facilities , the suction of the pump shall preferably of positive type or in case of negative suction the system shall be wet riser- cum- down comers with suitable terrace pump fitted with over head tank.

L) Small gears:-I:S 903-1993:- Hose box, 1.5 meters permoline delivery hose & gun metal short branch half inch dia @ one set each at or near all the pillar hydrant, landing valve on all floors of the building should be installed.

M) First aid fire fighting system:-IS 2190-1992. Sufficient Nos. of Portable fire extinguishers of DCP type, Water type and Sand and water bucket should be provided at different places of the building and it should be within the reach of all concern as stated in the IS Code i.e. one no.@ 1000 sq.meters floor area or as per the vulnerability.

N) Lighting Protection of the Building: - This protection for buildings shall be provided as given in Part-VIII building services, section-2 electrical installation.

O) General recommendations: -

- i)Mock drill & evacuation drill should be conducted periodically & in this regard a register for the recording of mock fire drill , evacuation drill ,testing and checking of whole fire fighting installation ,electrical installation should be maintained & shall be liable to produce the same to the authorized Officer of this department on demand.
- ii) Fire notice for fire fighting and evacuation from the building should be provided and shall be displayed at all places of the building as per clause 5.5 of N.B C.
- iii) Floor No. and Directional Sign of escape route should be displayed prominently as per clause 5.5 of the N.B Code.(Auto glow type).
- iv) All the occupants and other peoples shall be conversant with the installed fire fighting equipments of the building so that they can operate the same in case of exigency.
- v) Arrangement shall be made for regular checking, testing and proper maintenance of all fire fighting equipments and keep them in good working condition at all time it should be written in the Register.
- vii) Good house keeping should be maintained.

. Note-

- i) The fire service recommendations are issued subject to the free from any court case or legal re-encumbrances.
- ii) This shall be treated as provisional N.O.C. On compliance of all the fire and life safety recommendations, The deputy Director ( NZ ), West Bengal Fire & emergency Services shall be approached for necessary inspection and testing of the installation.

Final Fire Safety Certificate in favour of the occupancy shall be issued on being satisfied with the test and safety performance of safety aspects of the installation of the building



**Divisional Fire Officer**

**West Bengal Fire & Emergency Services**