



Government of West Bengal
Office of the Divisional Fire Officer
West Bengal Fire & Emergency Services
G.T. Road, Bose Para, Mahesh-1, Serampore, Hooghly, Pin :- 712202

Memo No.: FSR/211862606300020309

Date : 24-02-2026

From :
Divisional Fire Officer
Hooghly Division
West Bengal Fire & Emergency Services

To :
Galaxy Apartment
MOUZA- NAMAJGRAM, J.L. NO.- 104, L.R. DAG NO.- 1239 (PART), L.R. KHATIAN NO.- 4234, 4236, P.O. & P.S.-
PANDUA, DIST.- HOOGHLY, PIN- 712149

Sub: Fire Safety Recommendation for a proposed G+4 storied residential building in the Name & Style " Galaxy Aparment" where Ground floor is Mercantile & (1st to 4th) floor is residential under Group of residential which will be constructed at Mouza- Namajgram, J.L. No.- 104, L.R. Dag no.- 1239 (part), L.R. Khatian no.- 4234, 4236, P.O. & P.S.- pandua, Under Kshirkundi- Namajgram -Niala Gram Panchayet, Dist.- Hooghly, Pin- 712149.(West Bengal)...

This is in reference to your AIN 211862606300020309 dated 11-Feb-2026 regarding Fire Safety Recommendation for a proposed G+4 storied residential building in the Name & Style " Galaxy Aparment" where Ground floor is Mercantile & (1st to 4th) floor is residential under Group of residential which will be constructed at Mouza- Namajgram, J.L. No.- 104, L.R. Dag no.- 1239 (part), L.R. Khatian no.- 4234, 4236, P.O. & P.S.- pandua, Under Kshirkundi- Namajgram -Niala Gram Panchayet, Dist.- Hooghly, Pin- 712149.(West Bengal)..

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 drawings conforming the relevant building rules of local Municipal/Panchayat Body.
2. Any deviation with regard to the construction shall be verified by the concerned building sanctioning authority.
3. Materials for rapid flame spread categories including untreated wood fiber board etc. shall be not use. The doors and windows preferably shall be made of metal.



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4. The interior finish decoration of the building shall be made with the materials with low flame spread and low smoke/non-toxic gas generating categories conforming I.S. Specification.
5. Arrangement shall have to be made for sealing all the vertical ducts by the materials of adequate Fire resisting capacity.
6. Service ducts and shafts should be enclosed by a wall of 2 hours and doors of one hour fire rating. All such ducts shall be properly sealed and Fire stopped at all floor levels.

OPEN SPACE AND APPROACH:

1. The abutting road shall permit the accessibility and maneuverability of fire appliances.
2. The open space surrounding the building shall be kept clear open to sky and shall conform the relevant building rules.

STAIRCASE:

1. The staircase should have permanent vents at the top and openable sashes at each floor level in the external wall of the building.
2. Staircase shall be kept un-obstructed all the time.
3. Considering the staircases are only means of evacuation, emergency lighting arrangement directional exit sign etc. shall be made conforming the relevant I.S. Code in this regards.
4. Corridor/lobby of the building shall be kept un-obstructed all the time.

LIFT:

1. The walls of the lift enclosure of the building shall be at least two hours FIRE resisting type. Collapsible gate shall not be permitted.
2. In case of failure of normal electric supply, it shall automatically trip over to alternate supply. The lift shall be so wired that in case of power failure, it comes down at the ground level landing to stand still with door open.
3. All other requirements shall conform the I.S. specification including the communication facility in the lift cars connecting to the Fire Control Room of the building.

ELECTRICAL INSTALLATION & DISTRIBUTION:

1. The electrical installation including Switch Gears, 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 1946-1982.
2. The vertical ducts shall be supply sealed at each floor level.
3. The electrical installation shall be adequately protected with CO₂ / D.C.P.
4. Electrical distribution system of the building shall be made in the form of concealed wiring or in heavy gauge M.S. conduit continuously bonded to the earth. Cables shall be I.S. marked and preferably be of F.R.L.S. categories. M.C.B. shall be installed in electrical circuit to avoid electrical fire hazards.
5. Electrical Panel shall not be installed in the staircase well.
6. Alternative power supply : Arrangement shall have to be made to supply power with the help of a generator to operate at least the Fire Pump, Fire Alarm System, etc. and also illuminating the staircase, corridors etc. and other assembly places of the building/premises in case of normal power failure.

FIRE FIGHTING WATER:

1. Exclusive Fire Over Head Water Reservoir having capacity 20000Lts.(As per plan drawing) shall be constructed and shall be connected with down comer system through.



2. The Fire Water Reservoir shall have overflow arrangement with the domestic Water Reservoir as well as to avoid stagnancy of water. The fire fighting water reservoir shall be kept full at all time.
3. The deep tube well for the replenishment of the reservoirs shall be incorporated with the auto starting facility and shall also be connected with dual power supply units.
4. Provision of Fire Service inlet shall be installed at suitable place.

HYDRANT SYSTEM :

1. The building shall be provided with Down Comer (100mm dia) with provision of single hydrant outlet in each floor of the building at the staircase landings/half landings as per suitability.
2. Hose Reel Unit:- Provision of hose reel units on swiveling drum in conjunction with wet riser near each landing valves shall be made at each floor level of the building.
3. Yard hydrant shall be provided maintaining relevant I.S. code.
4. All other requirements of the water base Fire Protection System shall be made as per I.S. Specification 3844-1989 (with up to date amendment).

TERRACE BOOSTER FIRE PUMP :

1. Terrace booster Fire Pump having discharge capacity 900Lts. per minute giving a pressure not less than 0.3N/sq.m.
2. To keep the water based system under pressurized condition, fire pump shall be kept auto starting mode. The running pressure shall not be less than 3.5Kgs/Sq.cm. All other requirements shall conform I.S. specification 3844-1989.
3. All other requirements shall conform I.S. specification 3844-1989.
4. Fire pump shall be incorporated with both manual and auto starting facility and with alternate power supply.

AUTO DETECTION AND ALARM SYATEM:

1. Manually operated Electrical Fire Alarm system with break glass type call boxes fitted with Hooters along with public address system at each floor connecting with audio-visual panel board shall be made in Control Room. The Control Room shall be located at the entrance of Ground Floor of the building, other requirements of the system shall be made conforming I.S. specification 2189-1988.
2. Hooter will be sounded in such a manner so that an operation of a Detector or Manual Call Point Hooters will sounded on the same floor and immediate alternate floor.
3. Public Address System: Public address system linked between all floors and Control Room shall have to be established.

FIRST AID FIRE FIGHTING SYSTEM:

First Aid Fire fighting arrangement 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 License shall have to be obtained for proposed storing and processing with L.P.G. and other highly combustible articles.
2. Exit signage, Fire Notice for Fire Fighting and evacuation from the building shall be prepared and be



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displayed at all vulnerable places of the building.

3. All residents and security staffs should have adequate knowledge of handling fire protection equipment, evacuation process in time of emergency and testing.

4. Arrangement shall be made for regular checking, testing and proper maintenance of all the Fire Safety installation and equipments installed in the building to keep them in perfectly good working conditions at all times.

5. A trained Fireman shall be maintained round the clock for safety of the building.

6. Haphazard indoor or outdoor storage shall be avoided.

7. Mock Fire practice and evacuation drill shall be performed periodically with participation of all occupants of building.

8. Telephone numbers of all Emergency Services and Departments shall be hanged at conspicuous places of all floors and inside Office/Reception Counter.

9. Drill: Must be acquainted with evacuation passage of escape route by practicing as a drill with all residents, employees and security staffs as a drill every month as a special duty and records of which must be kept in their custody.

10. The Department of Fire & Emergency Services, Government of West Bengal shall not take any responsibility in respect of any legal dispute if pending or arises about the title of land/property.

On compliance of all the above Fire & Life Safety Recommendations, the Director General, West Bengal Fire & Emergency Services shall be approached for necessary inspection and testing of the installations, 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.

1. No. 10. FS



Signature valid

Digitally Signed.
Name: Ranjan Kumar Ghosh
Date: 24-Feb-2023 23:54:44
Reason: D-Sign
Location: E-Dist 2.0

Divisional Fire Officer

West Bengal Fire & Emergency Services

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