



Government of West Bengal
Office of the Director General
West Bengal Fire & Emergency Services
13D, Mirza Ghalib Street, Kolkata – 16

Memo No.: FSR/IND/WB/FES/20192020/78773

Date : 06-06-2025

From :
Divisional Fire Officer
Fire Prevention Wing,
West Bengal Fire & Emergency Services

To :
Swarnim Foundation Kolkata
180, N.S. Rd., Mouza-Kodalia, J.L. No.- 35, Ward No.-20, P.S.-Sonarpur, Dist.-24 Pgs S Under Rajpur Sonarpur
Municipality, Kolkata 700146

Sub : Renewal of Fire Safety Certificate of an existing G+V storied under group Educational Occupancy namely Swarnim Foundation Kolkata, Premises at 180, N.S. Rd., Mouza- Kodalia, J.L. No.-35, Ward No.-20, P.S.-Sonarpur, Dist.-24 Parganas (south), Under Rajpur Sonarpur Municipality, Kolkata- 700146.

This is in reference to your AIN 211912506300004722 dated 10-Apr-2025 regarding Renewal of Fire Safety Certificate of an existing G+V storied under group Educational Occupancy namely Swarnim Foundation Kolkata, Premises at 180, N.S. Rd., Mouza- Kodalia, J.L. No.-35, Ward No.-20, P.S.-Sonarpur, Dist.-24 Parganas (south), Under Rajpur Sonarpur Municipality, Kolkata- 700146..

The performance of the Fire Fighting System as incorporated in the building 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:

1. 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. Entrance/Exits as marked in the sanctioned plan drawing must be open & free from any type of



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obstruction.

3. The Interior finish decoration of the building shall be made with low flame spread material confirming to the I.S. Specification.
4. To eliminate risk of Fire Hazards, Good House Keeping both for inside and outside of the building shall be strictly maintained.
5. Existing Electrical wiring of the whole building shall have to be carefully checked for any wear and tear in them. If required the old electrical lines shall be replaced with new electrical lines, cables shall always be laid in M.S. conduit pipes continuously bonded to the earth.
6. All fire pumps, alarm & detection system which is incorporated in the building kept in auto mode round the clock.
7. The notice of Fire Fighting and Evacuation from the building shall be prepared and displayed at all vulnerable of the building.
8. The employee and security staff shall be conversant with installed Fire Fighting equipment of the building and to operate in the event of Fire and Testing.
9. Mock Fire Practice and evacuation drill shall be performed periodically with participants of all the occupants of the building.
10. Switch gear room, Main & meter area shall be protected with Co2/DCP Fire Extinction conforming I.S. Specification.
11. First-Aid Fire Fighting system shall be provided as per I.S. Specifications.
12. Arrangement shall have to be made for regular checking, testing and maintenance of all the Fire Fighting installation in the building to keep them to perfectly good working condition at all times.
13. Periodical flashing of water from the hydrant and hose reel hose shall be done to maintain the efficient working performance of the system.
14. Sewerage pit covered of all around the building shall have to provide not less than 45 mt.
15. No obstruction shall have to allow all around driveway of the building like as greenery area, tree & car parking etc.
16. All floors of electrical ducts shall have to sealed as per norms.
17. Electrical main & meter room to be maintained all time proper safety measures.
18. Fire Safety Audit shall be conducted a regular interval and to be recorded in the Fire Prevention Maintenance Register.
19. Emergency lighting system (battery backup) to be installed in the stair case for the safe evacuation.
20. A fire control room including a close circuit T.V. system will have to be installed which will observe all the floors of the building.
21. Temporary construction over roof, if any, to be demolished. Terrace to be kept open.
22. Additional construction and changes in internal layout shall have to be regularised by obtaining Revised Fire Safety Recommendation.
23. Electrical Audit shall be conducted by Government approved licence holder engineer and certificate must be submitted in the office at the time of renewal of Fire Safety Certificate.

This Renewal Fire Safety Certificate is valid for Three years and is to be renewed before expiry of the date of issuance of this letter.

Every three year a certificate is to be obtained from the Director General, West Bengal Fire & Emergency Services, performance of all life & Fire Safety arrangements and installation of the building.

Valid Upto : 04-Jun-2028



Signature Not Verified

Digitally Signed,
Name: NIHAR RAMJAN ROY
Date: 06-Jun-2026 15:27:42
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Divisional Fire Officer

West Bengal Fire & Emergency Services

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