

“ഭരണഭാഷ-മാതൃഭാഷ”

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Dated: 30.05.2016.

No:F2-7515/2016

**STANDING ORDER No.14/2016.**

Sub:- Kerala Fire & Rescue Services Headquarters – Cigarettes and Other Tobacco Products (COTPA) into the Fire Safety Code for Buildings – issued.

Ref:- Circular No.12/2014, dated : 27.10.2014.

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Section 4 of COTPA prohibits smoking in all public places which include any place to which the public have access, whether as of right or not, and includes business places and offices, corporate houses, shopping malls, theatres, factories, hospitals, amusement centers, restaurants, public offices, court buildings etc and it is mandatory to put up “No Smoking Boards” as specified in schedule II of COTPA to be displayed prominent at the entrance of the public place.

02. This department had issued a circular in 2014 relating to putting “No Smoking” boards in various buildings. However the instructions were not complied with and we have not insisted also. Therefore, once again it is directed that “No Smoking” boards wherever are required in various buildings are to be put up and that should be shown in The Fire Drawings. A declaration from the builders should be taken that “No Smoking” boards at the appropriate places in the building will be put and without such certificate the final approval should not issued. It must also be noted that in high rise residential buildings, such boards are required to be placed at common areas like recreation rooms, library lounge, wedding area, common hall, restaurant, canteen etc. So the following instructions are issued.

- 1) In respect of High Rise Buildings, it is to be ensured that boards of a minimum size of 60 cm x 30 cm to be put at all entrances and other conspicuous places inside the building.[If there is more than one entrance, then at all entrances].
- 2) If there is more than one floor, at each floor including the staircase and entrance to the lift at each floor (the boards may be in English or in Malayalam).
- 3) The above instructions should be strictly followed before issuing or recommending to issue the Certificates of the Approval.

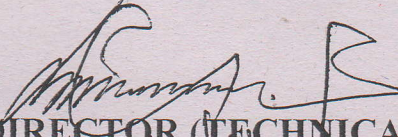
**Sd/-**  
**Loknath Behera IPS**  
**DIRECTOR GENERAL.**

To

All Divisional Officers.  
All Assistant Divisional Officers.  
All Station Officers.

Copy to : The Director(Technical), The Director(Admn.).  
CA to DG, CA to D(A)

**Forwarded / By order**

  
**DIRECTOR (TECHNICAL)** &  
16/6/10