

## MFSS-9

### MINIMUM FIRE SAFETY GUIDELINES FOR HAZARDOUS BUILDINGS

(Storage, Handling, Manufacture or Processing of Hazardous Materials)

1. Adequate number of **Fire Extinguishers** with periodical maintenance should be provided. After periodical maintenance the expiry date should be affixed on them.
2. **Hose Reel Hose & Nozzle** should be maintained with proper care.
3. **Hydrants Valves and Delivery Hoses** with proper washers should be ensured.
4. **Delivery Hoses** should be tested once in 3 months without fail and record should be maintained.
5. **Manually operated Fire Alarm System, Sprinklers, Detectors** etc and other installations in the buildings should be monitored properly. They should be maintained and records kept.
6. **Fire Pumps** should be in working condition with proper maintenance.
7. **Fire Pumps** should be invariably connected to alternate source of power supply having adequate capacity.
8. **Automatic system of the Fire Pumps** should be in operational condition at all the time (24×7).
9. **Daily starting of Pumps and weekly testing of all Equipments should be ensured.**
10. Isolation for **Sprinkler Valves and Main Valves** of Terrace Tank should be kept open at all the times.
11. Open space around the area of the building should be kept free for easy movement of fire fighting vehicles during emergency; any construction/ temporary kiosks strictly are not allowed in the Open Space.
12. Proper Ventilation should be ensured in the periphery of the basement.
13. Proper Ventilation facilities shall be provided to prevent dust accumulation and subsequent explosion.
14. Emergency Lighting Systems in the corridors, Fire duct, Fire pump rooms and escape routes with battery backup of at least 1.5 Hrs should be ensured.
15. **Self illuminated Exit Signs** with independent power supply should be provided. (Exits should be seen and identifiable in emergency)

16. Every floor should have direct access to one or more enclosed stairway and all the staircases should be kept without any hindrance and all the openings to the staircase should be kept in utility, so that the escape during emergency can be made easy.
17. Proper maintenance of lifts should be ensured.
18. Fireman Switch of the lift should be in operative condition.
19. Instructions regarding the safety of Industrial / Storage area must be displayed inside and outside the building.
20. All staff should be trained in Fire Fighting and Rescue operations.
21. Personal Protective Equipment shall be there for each one entering the Hazardous area.
22. First aid kit shall be maintained.
23. Racks, aisles and gangways should be provided for machines and tools.
24. There should be Schedule for standard test for machines and tools.
25. All the electrically operated machinery should be properly earthed and bonded.
26. Care should be taken to Switch off Electrical Equipments/ Installations,after working hours.
27. Safety Precaution for operation of each machine should be affixed on it.
28. The Vertical Openings/ Pipes if any have to be extended beyond the limits.
29. The building utilizing gas, should be provided with a Shut off Valve in the outside, which shall be conspicuously marked.
30. The rooms in which Volatile Flammable substances are used/ stored shall not have any heat producing devices.
31. The use handling, storage and sale of Gasoline and other Flammable Liquids shall not be permitted in Hazardous Buildings.
32. Various fuel used in the industry shall be stored in minimum quantity according to requirement and the quantity to be checked and marked every day.
33. Combustible Roof Linings shall be avoided.
34. The total number of employees and the Hazchem Code of the manufacturing material should be displayed conspicuously outside the building.
35. Standard Operating Procedure (S.O.P.) for all equipment and system must be prepared and properly displayed with the respective machine.

36. Instructions in the form of Do's and Dont's regarding the procedure to be followed in case of an emergency shall be displayed inside and outside the building .
37. Good housekeeping should be ensured. So that Fire Vulnerable wastes are removed regularly.
38. Emergency contact numbers shall be displayed inside and outside the building for contacting in case of any Emergency, which should include.
  - a. Fire Control Room
  - b. Medical Assistance
  - c. Security Assistance
  - d. Head of the concerned Department
  - e. Electrical Services Department

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- **High Hazard Installations, if any, near the Building shall be asked to have proper Fire Safety Measures by giving instructions to the hazardous Building's Owner.**
- **Assistance/ help may be taken from this Department to improve the Fire Safety Measures.**

**Sd/-**  
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