

MFSS-3

MINIMUM FIRE SAFETY GUIDELINES FOR INSTITUTIONAL/HOSPITAL BUILDINGS

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. **Hydrant 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. **Smoke Detectors** and **Mechanical Smoke Extractors** to be ensured to work properly.
12. Buildings exceeding 15Metres in height may invariably have Control Rooms having communication facilities from all floors including lift.
13. High Hazard Installations, if any, (such as L.P.G Installations in the Canteen, Laboratory and Medicine Preparation Plants, Generator Room, Power Plants, Incinerator etc) within/ nearby the Hospital premises shall be asked to have proper and specific Fire Safety measures.
14. Central air conditioning system if any, should have all safety measures which shall be maintained in trim conditions.
15. Proper Ventilation should be ensured in the periphery of the basement and in the building.
16. Mechanical Ventilation facility shall also be kept at standby.

17. All the staircases should be kept without any hindrance and all the openings to the staircases should be kept in utility, so that the escape during emergency can be made easy and smooth.
18. Ramps should be ensured free of obstructions and Patient Lifts for ambulant patients shall be ensured to work properly.
19. Proper maintenance of lifts should be ensured.
20. **Fireman Switch** of the lift should be in operative condition.
21. **Emergency Lighting Systems** in the corridors and escape routes with battery backup should be ensured.
22. **Self illuminated Exit Signs** with independent source of power supply should be provided. ((Exits should be seen and identifiable in emergency))
23. **Exit Doors** shall be ensured to work properly and shall open only from the side from which they were designed to open.
24. Proper Verandah shall be provided for class rooms (in Medical College Hospitals) in every floor.
25. Safe Assembly Area shall be properly marked.
26. All staff shall be trained in Fire Fighting and phased Evacuation in case of emergency and in providing First-Aid.
27. Floor wise announcement through Public Address system should be made possible.
28. Proper Evacuation Plans shall be prepared and displayed at every floor.
29. The plan of each floor of the building clearly showing Emergency Exits, Staircases, Lifts, Fire Ducts, etc should be kept in the respective floors at strategic points.
30. Evacuation drills shall be conducted periodically and records shall be properly maintained. Proper evacuation plans shall be prepared and displayed at every floor. Fire Stations will assist during such drills.
31. External Observers shall be invited for each evacuation drill and observations shall be noted specially. Improvements in different fields and shortcomings shall be noted separately.
32. Operation Theatres and ICU's should have proper evacuation facilities.
33. For High- Rise Buildings, the width of the main entrance shall be ensured to a minimum of 5 metres for the easy access of Fire fighting Vehicles. If an arch/ covered gate is constructed it shall be ensured with a clear Head Room of not less than 5 metres.
34. Proper Provision shall be there for the movement for vehicles in emergency.

35. 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.
36. Proper House Keeping and waste disposal should be ensured, so that fire vulnerable wastes are removed on a daily basis.
37. Emergency Contact Numbers of nearby Fire & Rescue Station, Hospitals, Ambulance Services, KSEB, Police Stations etc should be displayed at appropriate places.
38. Nearby water sources shall be marked to get water in Emergency.

- **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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