

MFSS-6

MINIMUM FIRE SAFETY GUIDELINES FOR MERCANTILE BUILDINGS (Like Shops, Malls, Shopping Complexes etc)

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 operative condition at all time.
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** must ensured 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, in the same plot of the Building or adjacent shall be asked to have proper fire safety measures.
14. Central air conditioning system, if any should be incorporated with all safety measures which shall be maintained in trim condition.
15. Proper Ventilation should be ensured in the periphery of the basement and in the building.
16. All the Staircases/Exits/Corridors/Passages 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 House Keeping should be maintained so as to enable to prevent the spread of Fire. No fire vulnerable wastes to be kept.
18. Proper Maintenance of lifts should be ensured.
19. **Fireman Switch** of the lift should be in operative condition.
20. **Emergency Lighting Systems** in the corridors and escape routes with battery backup should be ensured.
21. **Self Illuminated Exit Signs** with independent source of power supply should be provided . (Exits should be seen and identifiable in emergency)
22. **Exit Doors** shall be ensured working properly and shall open only from the side from which they were designed to open.
23. Alterations or decorations shall not reduce the width of Escape Routes.
24. No Electrical wiring shall be done near the decoration clothes, otherwise shall be through Conduits only.
25. Electrical equipments/ installations should be switched off before leaving the building / before closing.
26. 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.
27. 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.
28. Safe Assembly Area shall be properly marked.
29. For High- Rise Buildings, the width of the main entrance shall be ensured to a minimum of 5 meters 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 meters.
30. Do not store more quantities of stock than permitted for the business.
31. Storage of stock should be away from Electrical Wirings, Switch Boards etc.
32. Perfumes/Deodorants/Nail Polishes/Room Fresheners and such highly inflammable articles should be stored away from Electrical Circuits, Switch Boards etc.
33. All staff shall be trained in fire fighting and phased evacuation in case of emergency and in providing of First-Aid.
34. Do not accommodate more customers exceeding the occupant load of the building.
35. Floor wise announcement through Public Address System should be made possible for phase evacuation.

36. The plan of each floor of the building clearly showing Emergency Exits, Staircases, Lifts, Fire Ducts, etc should be kept in the respective floor at strategic points.
37. Emergency Contact Numbers of nearby Fire & Rescue Station, Hospitals, Ambulance Services, KSEB, Police Stations etc should be displayed at appropriate places.

NB

- **Now a days this type buildings with mixed occupancies are being constructed. So Fire Safety Measures will be a mixture of Individual Occupancies. However the individual Occupancies are to be separated by 4 h rating Fire Resistant Walls/Partitions.**
- **High Hazard Installations, if any, nearby 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/-
(Loknath Behera IPS)
Director General
Fire and Rescue Services,
Kerala.