



**Government Of West Bengal**  
**Office Of The Divisional Fire Officer,Nadia**  
**West Bengal Fire & Emergency Services**  
**Azad Hind Sarak, P.O.:- Ghurni, P.S.:- Kotwali, Pin :- 741103**

Memo no.:IND/WB/FES/20192020/85920

Date: 04-07-2023

**From:**  
**Divisional Fire Officer,Nadia**  
**West Bengal Fire & Emergency Services**

**To: VIVEKANANDA ACADEMY**  
**VILL -BETAI ,P.O-BETAI,P.S TEHATTA, DIST- NADIA**

**Sub: The Renewal Fire Safety Certificate for an Existing construction of G+2 storied building under group Educational at the premises - VILL - PURBA JAGADANANDAPUR, P.O - BETHUADAHARI, P.S - NAKASHIPARA, DIST - NADIA, WB. Which name and style "VIVEKANANDA ACADEMY"**

This is in reference to your application no. 0125191231000081 dated 18-06-2023 regarding the The Renewal Fire Safety Certificate for an Existing construction of G+2 storied building under group Educational at the premises - VILL - PURBA JAGADANANDAPUR, P.O - BETHUADAHARI, P.S - NAKASHIPARA, DIST - NADIA, WB. Which name and style "VIVEKANANDA ACADEMY"

The performance of the Fire Fighting System as incorporated in the buildings 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:**

However to up-keep the Fire Safety Measure of the aforesaid building the following safety measures need to be incorporated/maintained.

1. All extinguishers should be tested and refilled in every year and certificate is to be pasted in the body of the extinguishers.
2. Electric line/meter box should be checked with registered Electrician and proper maintenance should be made, if necessary.
3. Always main gate is to be made free and should engage a person for maintenance of the gate.
4. Always underground and overhead reservoir should be filled up with water. A stand by pump is to be activated and the

persons for operating pump should be engaged.

5. Good housekeeping should always be maintained.

6. All the staff members should have the knowledge to operate the Fire extinguishers accordingly and they should always be aware of installed fire safety measure as incorporated in the building.

7. A trained Fireman shall be maintained round the clock for fire safety of the building.

8. Fire License shall have to be obtained for proposed storing and processing with L.P.G. and other highly combustible articles.

9. The interior decoration of the building shall be made with low flame spread material confirming to the I.S Specification.

10. A fire control room including a close circuit TV system shall have to be maintained which observe all the floors of the building.

11. Mock fire practice and evacuation drill shall be performed periodically with participants of all the occupants of the buildings.

12. The fire safety audit to be conducted at regular interval and to be recorded in the fire prevention register.

13. The notice of fire fighting and evacuation from the buildings shall be prepared and displayed at all vulnerable place of the buildings.

14. Electrical ducts shall have to be sealed vertically and horizontally in proper manner immediately

15. Fire Safety certificate shall be renewed in 3-(Three) years from the date of issue after comprising safety installations are in working condition.

Any deviation and changes in the nature of use of the building in respect of the approved plan drawing, without obtaining prior permission from this office, this Fire Safety Certificate will be treated as cancelled.

Divisional Fire Officer, Nadia  
West Bengal Fire & Emergency Services

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