



Government of Goa
Inspectorate of Factories and Boilers
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CIRCULAR

Sub – Guidelines for factories to ensure fire safety - reg.

Introduction:

Compliance with fire safety standards is essential for protecting lives and property in the event of a fire. By adhering to the regulations, businesses can minimize the risk of injury or death to employees, customers, and visitors.

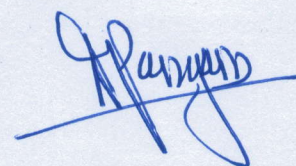
In addition to protecting lives and property, compliance with fire safety standards can also help businesses maintain continuity of operations in the event of a fire. By implementing effective fire prevention measures and emergency response plans, businesses can minimize the impact of a fire on their day-to-day operations. This can help to reduce downtime and financial losses associated with business interruption, allowing the business to recover more quickly and effectively following a fire-related incident.

Taking cognizance of the recent tragic fire incident occurred in one of the establishments in the State of Goa resulting in unfortunate deaths, a need is felt by the Department to issue safety guidelines to be adopted by the factories to ensure fire safety to prevent and control any fire incidents in the premises to avoid liability and legal violations.

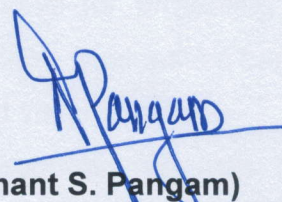
Below given guidelines are not exhaustive in nature. Any additional precautions as may be necessary, based on specific requirement / directives issued by any other Authority, shall be adopted by the factory management to ensure fire safety based on the nature of manufacturing activity and the type of fire hazard involved.

General guidelines:

1. Ensure that the fire detection and firefighting system installed in the factory premises is in good working condition at all the times with adequacy of suitable firefighting media depending on the type of fire hazard involved;
2. Draw up an On-Site Emergency Plan along with detailed control measures for your factory in accordance with the provisions prescribed under the rule 90W of the Goa Factories Rules, 1985;
3. Ensure that all the workers are trained in connection with emergency preparedness in line with On-Site Emergency Plan of the factory to ensure everyone knows their roles and responsibilities and also take steps to make known the general public or other factories / units in the vicinity, the safety measures required to be taken in the event of an accident taking place;
4. Ensure that the factory personnel identified for firefighting purpose are trained adequately in order to manage any fire incident effectively;
5. The ratio of number of personnel's to be trained for firefighting purpose shall be in proportion to the size of the factory, the number of shifts in which the factory operates and the maximum number of workers employed therein at any one time;
6. Ensure that the roads, passageways, etc. in the factory premises are maintained so as to provide unobstructed access for evacuation and firefighting;
7. Buildings / sheds / structures in which explosive or highly inflammable substances are manufactured, used, handled or stored shall be provided with adequate protection against lightning;
8. Wherever there is danger of fire or explosion from accumulation of inflammable or explosive substances in air -
 - (i) all electrical apparatus shall either be excluded from the area of risk or they shall be of flameproof construction and so installed and maintained as to prevent the danger of their being a source of ignition;
 - (ii) effective measures i.e. earthing and bonding shall be adopted for prevention of accumulation of static charges to a dangerous extent;
9. Ensure that the ventilation ducts, pneumatic conveyors and similar equipment involving a serious fire risk are provided with flame and smoke arresting and or automatic fire extinguishing appliances;
10. Conduct periodic inspection all the machines / equipment's and electrical installations being used in the factory premises to identify electrical hazards to minimize the risk of fire due to short-circuiting and to identify areas of risk or vulnerability in electrical systems and installation;



11. Ensure that the adequate number of fire exits are provided in each building / shed and on each floor in accordance with the applicable law in this regard;
12. Ensure that the exits provided shall be clearly visible and suitably illuminated with suitable arrangement by whatever artificial lighting adopted for this purpose, to maintain the required illumination in case of failure of the normal source of electric supply and shall be marked in a language understood by the majority of the workers;
13. Ensure that all exits shall provide continuous means of egress to the exterior of a building / shed or to an exterior open space leading to a street;
14. Ensure that the building / shed is provided with fire alarm system, audible at all the levels of the building / shed;
15. Ensure that the fire drills are conducted at least once in every three months;
16. Obtain and maintain a valid Fire NOC issued by Directorate of Fire & Emergency Services, Government of Goa.



(Anant S. Pangam)

Chief Inspector of Factories and Boilers

To:

The Occupier and Manager

All the factories registered under the provisions of the Goa Factories Rules, 1985.

Copy to:

1. The Member Secretary, State Disaster Management Authority, Secretariat, Porvorim, Goa.
2. The Collector, District Magistrate – North Goa & Chairman, District Disaster Management Authority, Collectorate Building, Panaji, Goa
3. The Collector, District Magistrate – South Goa & Chairman, District Disaster Management Authority, Matanhy Saldanha Administrative Complex, Margao, Goa
4. The Secretary (Factories & Boilers), Secretariat, Porvorim, Goa.
5. The Director, Directorate of Fire and Emergency Services, Panaji, Goa.
6. The Under Secretary to the Hon'ble Minister for Factories & Boilers, Mantralaya, Porvorim, Goa.
7. Office copy