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Government of Kerala
2024

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കേരള ഗസറ്റ്
KERALA GAZETTE
അസാധാരണം
EXTRAORDINARY

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്
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Thiruvananthapuram, Tuesday

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15th October 2024
1200 കന്നി 29
29th Kanni 1200
1946 ആശ്വിനം 23
23rd Aswina 1946

നമ്പർ
No. 3261

GOVERNMENT OF KERALA

Electronics and Information Technology (B) Department

NOTIFICATION

G.O.(P)No.06/2024/ITD. *Dated, Thiruvananthapuram, 15th October, 2024*
29th Kanni, 1200.

S. R. O. No. 931/2024

In exercise of the powers conferred by sub-section (1) of section 6A of the Information Technology Act, 2000 (Central Act 21 of 2000) read with clause (f) of sub-rule (1) of rule 2 of

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the Kerala Information Technology (Electronic Delivery of Services) Rules, 2010 and rule 4 of the Information Technology (Electronic Service Delivery) Rules, 2011, the Government of Kerala hereby notify the electronic services of various Departments of Government as specified in the TABLE below as e-services, namely:-

TABLE

Sl. No.	E-Service	Principal Office	Application	Certificate/Output Format
(1)	**(2)**	**(3)**	**(4)**	**(5)**
I. WATER RESOURCES DEPARTMENT				
1	Obtaining Water Connection	Kerala Water Authority	RA1	RA5/RA9/RA10
2	Ownership change of water connection	Kerala Water Authority	RA16	Not applicable
3	Certificate of non-availability of Water from Water Supply Agency	Kerala Water Authority	RA1	RA 12A
II. LOCAL SELF GOVERNMENT DEPARTMENT				
1	Licence to Factories, Traders, Entrepreneurship activities and other services – Urban	Secretary, Municipal Corporation/ Municipality	Form 1	Form 2
2	Renewal of Licence to Factories, Traders, Entrepreneurship activities and other services – Urban	Secretary, Municipal Corporation/ Municipality	Form 1	Form 2
3	Application for License to Show Cinema under 1988 Kerala Cinema regulation Act – Urban	Secretary, Municipal Corporation/ Municipality	Form A	Form E & F
4	Profession Tax – Urban	Secretary, Municipal Corporation/	Form IV	Receipt

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		Municipality		
5	Mobile Tower Approval – Registration – Urban	Secretary, Municipal Corporation/ Municipality	Appendix A5	Acknowledgement Receipt
6	Development Permit – Urban	Secretary, Municipal Corporation/ Municipality	Appendix A3	Appendix B1
7	Building Permit – Urban	Secretary, Municipal Corporation/ Municipality	Appendix A1 & Appendix A1A	Appendix B2
8	Renewal of Building Permit – Urban	Secretary, Municipal Corporation/ Municipality	Online Form	Permit
9	Permission for Alteration and Addition / Revision / Revalidation of Building Plan – Urban	Secretary, Municipal Corporation/ Municipality	Appendix A1 & Appendix A1A	Appendix B2
10	Permission for Demolition and Reconstruction of Building – Urban	Secretary, Municipality / Municipal Corporation	Appendix A1 & Appendix A1A	Appendix B2
11	Completion / occupancy certificate – Urban	Secretary, Municipal Corporation/ Municipality	Appendix E1 & E2	Appendix F2
12	Licence to Factories, Trades, Entrepreneurship activities and other services – Rural	Secretary, Grama Panchayat	Form 1	Form 2
13	Renewal Licence to Factories, Trades, Entrepreneurship activities and other services – Rural	Secretary, Grama Panchayat	Form 1	Form 2
14	Application for License to Show Cinema under 1988 Kerala Cinema regulation Act-Rural	Secretary, Grama Panchayat	Form A	Form E & F

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15	Profession Tax – Rural	Secretary, Grama Panchayat	Form No.II	-
16	Mobile Tower Approval – Registration Rural	Secretary, Grama Panchayat	Appendix A5	Acknowledgement Receipt
17	Development Permit – Rural	Secretary, Grama Panchayat	Appendix A3	Appendix B1
18	Building Permit – Rural	Secretary, Grama Panchayat	Appendix A1 & Appendix A1A	Appendix B2/ Appendix A1B
19	Renewal of Building Permit – Rural	Secretary, Grama Panchayat	Online Form	Permit
20	Permission for Alteration and Addition / Revision / Revalidation of Building Plan – Rural	Secretary, Grama Panchayat	Appendix A1 & Appendix A1A	Appendix B2
21	Permission for Demolition and Reconstruction of Building – Rural	Secretary, Grama Panchayat	Appendix A1 & Appendix A1A	Appendix B2
22	Completion / occupancy certificate – Rural	Secretary, Grama Panchayat	Appendix E1, E2	Appendix F2
23	Layout approval – Town Planning	Chief/ District Town Planner	Appendix A4	No specific format
III. LABOUR AND SKILLS DEPARTMENT				
1	Registration under Kerala Shops & Commercial Establishments Act 1960	Assistant Labour Offices	Form BI	Form BII
2	Renewal of Registration under Kerala Shops and Commercial Establishments Act 1960	Assistant Labour Offices	Form BI	Form BII
3	Registration of Principle Employer under the Contract Labour (Regulation and Abolition)Act 1970	District Labour Offices/Labour Commissionerate	Form I	Form II
4	License to the Contractor under the Contract Labour (Regulation and Abolition) Act, 1970	District Labour Offices/Labour Commissionerate	Form IV	Form VI

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5	Renewal of License under the Contract Labour (Regulation and Abolition) Act, 1970	District Labour Offices	Form VII	Form VI
6	Registration under the Building and Other Construction Workers (Regulation of Employment and conditions of Service)Act 1996	District Labour Offices	Form I	Form II
7	Registration under the Trade Unions Act 1926	District Labour Offices	Form A	Form B
8	Registration under Motor Transport Workers Act 1961	Assistant Labour Offices	Form I	Form II
9	Renewal of Registration under Motor Transport Workers Act 1961	Assistant Labour Offices	Form I	Form II
10	Registration under the Inter State Migrant Workmen (Regulation of Employment and Conditions of Service) Act 1979	District Labour Offices, Labour Commissionerate	Form I	Form II
11	License to the Contractor under the Inter State Migrant Workmen (Regulation of Employment and conditions of Service) Act 1979	District Labour Offices, Labour Commissionerate	Form V	Form VIII
12	Renewal of License under the Inter State Migrant Workmen (Regulation of Employment and conditions of Service)Act 1979	District Labour Offices, Labour Commissionerate	Form IX	Form VIII
IV. REVENUE DEPARTMENT				
1	Change in Land Classification Type	Revenue Divisional Officer	Form – 5 Form – 6 Form – 7	APPROVAL/ORDER
2	Mutation in Property (Pokku	Village	Form 1B	Thandaper No.

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	Varavu)	Officer/Tahsildar		
3	Cadastral Maps	Director of Survey	NA	Online Views of Maps
V. POWER DEPARTMENT				
1	Scheme Approval of Electrical Installation	Electrical Inspectorate	Proforma for Electrical Installation and Declaration as per KSELB Rules	Scheme approval
2	Application for sanction for energisation – Completion report of scheme application of Electrical Installation	Electrical Inspectorate	Form of Completion Certificate per KSELB Rules	Sanction for Energisation order
3	Obtaining Electricity Connection	Electrical Section, KSEB	Annexure-4/ Annexure-5 of Kerala Electricity Supply Code-2014	SMS facility
4	Obtaining Power feasibility certificate	Electrical Section, KSEB	Annexure-4/ Annexure-5 of Kerala Electricity Supply Code-2014 & amendments	Feasibility Certificate
5	Ownership change of electricity connection	Electrical Section, KSEB	Annexure-8/ Annexure-9 Kerala Electricity Supply Code-2014	SMS facility
6	Tariff change	Electrical Section, KSEB	Annexure-10 of Kerala Electricity	SMS facility

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			Supply Code-2014	
7	Connected Load change	Electrical Section, KSEB	Annexure-11 of Kerala Electricity Supply Code-2014	SMS facility
8	Phase change	Electrical Section, KSEB	Annexure-10 of Kerala Electricity Supply Code-2014	SMS facility
9	Energy Meter shifting	Electrical Section, KSEB	Annexure-10 of Kerala Electricity Supply Code-2014	SMS facility
VI. EXCISE DEPARTMENT				
1	Label Registration (for all applicable Categories)	Excise Commissioner / Joint Commissioner	Form See Rule 6(2) of Kerala Foreign Liquor (Approval of Label) Rules, 2018)	Approval
2	Brand Registration (for all applicable Categories)	Excise Commissioner	Format as per Rule 3(1) (Foreign Liquor (Registration of Brand) Rules, 1995)	Registration
3	License for local sale of Indian-made foreign liquor (IMFL)	Excise Commissioner	FL.01 – Rule 13(1) FL.03 – Rule 13(3) FL.04 – Rule 13(4)	License

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			FL.04A – Rule 13(4A) FL.07 – Rule 13(7) FL.08 – Rule 13(8) FL.08 A – Rule 13(8A) FL.11 – Rule 13(11) FL.12 – Rule 13(12) (Foreign Liquor Rules, 1953)	
4	Export permit of Indian-Made Foreign Liquor (IMFL)	Excise Commissioner	U/s 7 and 24 of Abkari Act	Permit
5	Application for Issuance of NOC for import of Spirit	Excise Commissioner	U/s 6 and 24 of Abkari Act	Permit
VII. KERALA FIRE & RESCUE SERVICES DEPARTMENT				
1	Fire license/NOC for building permit.			
	1. All Buildings up to 10 m in Height	District Fire Officer	A1, B1, E1, H5, I1, I2, I3, M1, R1, R6, R7, R10, S1, S2, S3	Fire Safety clearance for site
	2. All Buildings above 10m up to 16m in Height	Regional Fire Officer	A1, A2, A3, B2, B3, E1, E2, Z1, H1 H2, H3, H6, H7, I1, I2, I3, M1, M2, R1, R2, R6, R7, R8, R10, S1, S2, S3	
	3. All Buildings above 16 up to 24m in Height	Regional Fire Officer	A3, A4, B4, E2, H3, H7, M2, R2, R8, R10,	

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			S3, I1, I2	
	4. All Buildings above 24m in Height	Director (Admin.) or Director (Technical)	A5, A6,B5, B6, E3, H3, H4 H8, M3, R2, R3, R4, R5, R8, R9, R10, S3,	
2.	Special Category 1. Assembly building with total plinth area above 500 M2 2. Mercantile buildings with Plinth Area more than 1000 M2 on each floor 3. All Hospital buildings 4. All Storage Buildings. 5.All Hazardous buildings	Regional Fire Officer	A1, A2, A3, M1, M2 H1 to H8 S1 to S3 Z1	Fire Safety clearance for site
3.	NOC for building completion / Final Clearance			
	1. All Buildings up to 10m in Height	District Fire Officer	A1, B1, E1, H5, I1, I2, I3, M1, R1, R6, R7, R10, S1, S2, S3	Certificate of Approval
	2. All Buildings above 10m up to 16m in Height	Regional Fire Officer	A1, A2, A3, B2, B3, E1, E2, Z1, H1 H2, H3, H6, H7, I1, I2, I3, M1, M2, R1, R2, R6, R7, R8, R10, S1, S2, S3	
	3. All Buildings above 16 up to 24m in Height	Regional Fire Officer	A3, A4, B4, E2, H3, H7, M2, R2, R8, R10, S3, I1, I2	
	4. All Buildings above 24m in	Director (Admin.) or	A5, A6,B5, B6,	

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	Height	Director (Technical)	E3, H3, H4 H8, M3, R2, R3, R4, R5, R8, R9, R10, S3,	
4.	Special Category 1. Assembly building with total plinth are above 500 M2 2. Mercantile buildings with Plinth Area more than 1000 M2 on each floor 3. All Hospital buildings 4. All Storage buildings 5. All Hazardous Buildings	Less than 16 mts height: Regional Fire Officer Above 16 mts height: Director (Admin.) or Director (Technical)	A1, A2, A3, M1 M2, H1 to H8, S1 to S3, Z1	Certificate of Approval
5.	Renewal of NOC			
	1. All buildings up to 24 mts height	Station Officer	Application for renewal	Renewal NOC
	2. Buildings above 24 mts up to 60 mts	District Fire Officer		
	3. Above 60 mts height	Regional Fire Officer		
VIII. INDUSTRIES DEPARTMENT				
1	Land allotment in Development Areas/ Plots	District Industries Centres concerned	Form 1	Land allotment Proceedings
2	Standard Design Factories/Gala allotment	District Industries Centres concerned	Form A	Land allotment Proceedings
3	Private Industrial Estate Developer permit	District Industries Centres concerned	Form 1	Form 2
4	Land allotment by KSIDC	KSIDC, Head office	Form A	License agreement
5	Land allotment by KINFRA	KINFRA, Head Office	Form A	Form F

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6	Land allotment by SIDCO	SIDCO, Head Office	Application Form (Online)	Proceedings
7	Incentives as per Industrial Policy 2023	Directorate of Industries	Application form (Online)	Sanction letter
8	Credit schemes	KSIDC, Head Office	Application for Financial assistance	Sanction letter
IX. FACTORIES & BOILERS DEPARTMENT				
1	Registration of Boilers under the Boilers Act, 1923	Director of Factories & Boilers	Online form	Form VI/Form V as per Indian Boiler Regulations, 1950
2	Renewal of Boilers under the Boilers Act, 1923	Inspector of Factories & Boilers	Online form	Form VI/Form V as per Indian Boiler Regulations, 1950
3	Registration and Renewal of Boilers Manufacturers under the Boilers Act, 1923	Director of Factories & Boilers	Online form	Online form
4	Registration of Factories under the Factories Act, 1948	1. Section 85 category: Joint Director of Factories & Boilers 2. Section 2m category : Director of Factories & Boilers	Form 2	Form 4
5	Renewal of Factories Registration under the Factories Act, 1948	Joint Director of Factories & Boilers	Form 2	Form 4
6	Approval of plan and permission to construct/extend/or take into use any building as a factory under the Factories Act, 1948	1. Upto 20 workers: Joint Director of Factories & Boilers 2. Above 20 workers: Director of Factories & Boilers	FORM 1	Approved drawing in PDF with Digital Sign and Approval order

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7	Amendment of Factory License	Joint Director of Factories & Boilers	Form 2	Form 4
8	Transfer of Factory License	Joint Director of Factories & Boilers	Form 2	Form 4
9	Removal of registration	1. Section 85 category : Joint Director of Factories & Boilers 2. Section 2m category : Director of Factories & Boilers	Form 32	Removal Order Format
10	Suspension of registration	1. Section 85 category : Joint Director of Factories & Boilers 2. Section 2m category : Director of Factories & Boilers	Form 32	Suspension Order Format
11	Extension of suspension of registration	1. Section 85 category : Joint Director of Factories & Boilers 2. Section 2m category : Director of Factories & Boilers	Form 32	Suspension Extension Order Format
12	Revoke suspension	1. Section 85 category : Joint Director of Factories & Boilers 2. Section 2m category : Director of Factories & Boilers	Online Application Format	Suspension Revoking Order Format
13	Approval of competent person	Director of Factories & Boilers	Form Prescribed Under Rule 2A of Kerala Factories Rules, 1957	Form Prescribed Under Rule 2A of Kerala Factories Rules, 1957

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14	Renewal of competent person	Director of Factories & Boilers	Online format	Form Prescribed Under Rule 2A of Kerala Factories Rules, 1957
15	Steam line Drawing approval	Director of Factories & Boilers	Steam line drawing in Prescribed PDF Format and Online application format	Approved Steam line Drawing in PDF with Digital Sign.
16	Registration of Boiler Erector, Repairer and Manufacturer	Director of Factories & Boilers	Form -E	Online format
17	Boiler Engineers Examination registration	Chairman & Secretary of Kerala Boiler Operation Engineers Examination Board	Form A as per Boiler Operation Rules, 2021	Form B as per Boiler Operation Rules, 2021
18	Boiler Attendants Examination registration	Chairman & Secretary of Kerala Boiler Operation Engineers Examination Board	Form A as per Boiler Attendant's Rules, 2011	Form C as per Boiler Attendant's Rules, 2011
19	Erection of new Boiler	Inspector of Factories & Boilers	Online Format	Form VI/Form V as per Indian Boiler Regulations, 1950
20	Boiler Design Approval/Boiler Component Design Approval/Boiler Component Certificate Countersignature	Director of Factories & Boilers	Online application	Certificates prescribed under Indian Boiler Regulations, 1950, Form 3C
21	Welders Qualification/Re-qualification Tests	Director Factories & Boilers	Form D	Form XIII as per Indian Boiler Regulations, 1950
22	Boiler Prohibition	Director Factories & Boilers	Online Format	Online Format

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23	Boiler Prohibition Lifting	Director Factories & Boilers	Online Format	Online Format
24	Boiler Condemnation	Director Factories & Boilers	Online Format	Online Format
25	Boiler Transfer	Director Factories & Boilers	Online Format	Online Format
26	Boiler Ownership Change	Director Factories & Boilers	Online Format	Online Format
X. DRUGS CONTROL DEPARTMENT				
1	Grant of Retail Drug License	Office of the Assistant Drugs Controller	Form 19	Licenses in Form 20 & Form 21
			Form 19A	Licenses in Form 20A & Form 21A
			Form 19C	Licenses in Form 20F
2	Grant of Wholesale Drug License	Office of the Assistant Drugs Controller	Form 19	Licenses in Form 20B & Form 21B
			Form 19C	Licenses in Form 20G
3	Retention of Retail/Wholesale Drug License	Office of the Assistant Drugs Controller	NIL	License Retention Letter
4	Grant of Drug Manufacturing License	Office of the Drugs Controller	Form 24	Form 25
			Form 24A	Form 25A
			Form 24B	Form 25B
			Form 27	Form 28
			Form 27A	Form 28A
			Form 27D	Form 28D

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5	Retention of Drug Manufacturing License	Office of the Drugs Controller	NIL	License Retention Letter
XI. ENVIRONMENT DEPARTMENT				
1	Integrated Consent to Establish under the Water (Prevention & Control of Pollution) Act 1974, the Air (Prevention & Control of Pollution) Act 1981, the Environmental (Protection) Act 1986	District Office/Regional Office/Head Office Kerala State Pollution Control Board	Form IV A/IA Form IVB/IB Form IVC/IC Form IVD/ID Form IVE/IE	Integrated Consent
2	Renewal of Integrated Consent to Establish under the Water (Prevention & Control of Pollution) Act 1974, the Air (Prevention & Control of Pollution) Act 1981, the Environmental (Protection) Act 1986	District Office/Regional Office/Head Office Kerala State Pollution Control Board	Form IV A/IA Form IVB/IB Form IVC/IC Form IVD/ID Form IVE/IE	Integrated Consent
3	Integrated Consent to Operate under the Water (Prevention & Control of Pollution) Act 1974, the Air (Prevention & Control of Pollution) Act 1981, the Environmental (Protection) Act 1986	District Office/Regional Office/Head Office Kerala State Pollution Control Board	Form IV A/IA Form IVB/IB Form IVC/IC Form IVD/ID Form IVE/IE	Integrated Consent
4	Renewal of Integrated Consent to Operate under the Water (Prevention & Control of Pollution) Act 1974, the Air (Prevention & Control of Pollution) Act 1981, the Environmental (Protection) Act 1986	District Office/Regional Office/Head Office Kerala State Pollution Control Board	Form IV A/IA Form IVB/IB Form IVC/IC Form IVD/ID Form IVE/IE	Integrated Consent

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5	Authorization under the Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016	District Office/Head Office Kerala State Pollution Control Board	Form 1 Form 7	Authorisation in Form 2 Form 7A
6	Registration/renewal under the Plastic Waste Management Rules, 2016	Head Office, Kerala State Pollution Control Board	Form I Form 1(A) Form 1(B) Form 2 Form 3 Form II Form III	EPR Registration
7	Authorization under Bio-Medical Waste Management Rules, 2016	District Office, Kerala State Pollution Control Board	Form II	Authorisation in Form III
8	Authorization for local bodies under Solid Waste Management Rules, 2016	District Office/Regional Office Kerala State Pollution Control Board	Form I	Authorisation in Form II
9	Authorization for waste facilities under the Construction and Demolition Waste Management Rules, 2016	District Office/Regional Office/Head Office Kerala State Pollution Control Board	Form I	Authorisation in Form II issued along with Integrated Consent
10	Registration for recyclers & refurbishers under the Battery Waste Management Rules, 2022	Head Office, Kerala State Pollution Control Board	Form 2A	EPR Registration in Form 2B
XII. LEGAL METROLOGY DEPARTMENT				
1	Importer registration	Controller, Legal Metrology	Annexure 12 Kerala Legal Metrology Manual read with Rule 27 of	Annexure 12 Kerala Legal Metrology Manual read with Rule 27(4) (b) of Legal

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			Legal Metrology (Packaged Commodities) Rules, 2011	Metrology (Packaged Commodities) Rules, 2011
2	Importer registration (Alteration)	Controller, Legal Metrology	Annexure 12 Kerala Legal Metrology Manual read with Rule 27(3) of Legal Metrology (Packaged Commodities) Rules, 2011	Annexure 12 Kerala Legal Metrology Manual read with Rule 27(4) (b) of Legal Metrology (Packaged Commodities) Rules, 2011
3	Manufacturer/Packer Registration	Joint Controller, Legal Metrology	Annexure 12 Kerala Legal Metrology Manual read with Rule 27 of Legal Metrology (Packaged Commodities) Rules, 2011	Annexure 12 Kerala Legal Metrology Manual read with Rule 27(4) (b) of Legal Metrology (Packaged Commodities) Rules, 2011
4	Manufacturer/Packer Registration (Alteration)	Joint Controller, Legal Metrology	Annexure 12 Kerala Legal Metrology Manual read with Rule 27(3) of Legal Metrology (Packaged Commodities) Rules, 2011	Annexure 12 Kerala Legal Metrology Manual read with Rule 27(4) (b) of Legal Metrology (Packaged Commodities) Rules, 2011
5	License for Repairer of Weights and Measures	Controller, Legal Metrology	Schedule II A read with Rule 11(1) of Kerala Legal Metrology	Schedule III of Kerala Legal Metrology (Enforcement)

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			(Enforcement) Rules, 2012	Rules, 2012
6	License for Repairer of Weights and Measures (Alteration/Duplicate License)	Controller, Legal Metrology	Schedule II A read with Rule 11 (1) of Kerala Legal Metrology (Enforcement) Rules, 2012	Schedule III of Kerala Legal Metrology (Enforcement) Rules, 2012
7	Renewal of License for Repairer of Weights and Measures	Deputy Controller, Legal Metrology	Schedule II B read with Rule 11 (2) of Kerala Legal Metrology (Enforcement) Rules, 2012	Schedule III of Kerala Legal Metrology (Enforcement) Rules, 2012
8	License for Manufacturer of Weights and Measures	Controller, Legal Metrology	Schedule II A read with Rule 11(1) of Kerala Legal Metrology (Enforcement) Rules, 2012	Schedule III of Kerala Legal Metrology (Enforcement) Rules, 2012
9	License for Manufacturer of Weights and Measures (Alteration/Duplicate License)	Controller, Legal Metrology	Schedule II A read with Rule 11 (1) of Kerala Legal Metrology (Enforcement) Rules, 2012	Schedule III of Kerala Legal Metrology (Enforcement) Rules, 2012
10	Renewal of License for Manufacturer of Weights and Measures	Deputy Controller, Legal Metrology	Schedule II B read with Rule 11 (2) of Kerala Legal Metrology (Enforcement) Rules, 2012	Schedule III of Kerala Legal Metrology (Enforcement) Rules, 2012
11	License for Dealer of Weights	Controller, Legal	Schedule II A	Schedule III of

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	and Measures	Metrology	read with Rule 11(1) of Kerala Legal Metrology (Enforcement) Rules, 2012	Kerala Legal Metrology (Enforcement) Rules, 2012
12	License for Dealer of Weights and Measures (Alteration/Duplicate License)	Controller, Legal Metrology	Schedule II A read with Rule 11 (1) of Kerala Legal Metrology (Enforcement) Rules, 2012	Schedule III of Kerala Legal Metrology (Enforcement) Rules, 2012
13	Renewal of License for Dealer of Weights and Measure	Deputy Controller, Legal Metrology	Schedule II B read with Rule 11 (2) of Kerala Legal Metrology (Enforcement) Rules, 2012	Schedule III of Kerala Legal Metrology (Enforcement) Rules, 2012
14	Verification of Weights and Measures	Legal Metrology Officers (Inspector, Assistant Controller, Deputy Controller)	As per Section 24 of Legal Metrology Act, 2009	Schedule VIII of Kerala Legal Metrology (Enforcement) Rules, 2012
XIII. REGISTRATION DEPARTMENT				
1	Registration of Societies	Office of the Registrar of Societies	Online Form	Society Registration Certificate
2	Changes in the constitution of Societies	Office of the Registrar of Societies	Online Form	No Forms
3	Registration for Partnerships	Office of the Registrar of Firms	Form No I	Form C
4	Changes in the constitution of Partnership Firms	Office of the Registrar of Firms	Form No II to VI	No Specific Forms

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5	Property Registration with anywhere Registration within a district	Office of the Sub Registrar	No Specific Forms	No Specific Forms
6	Encumbrance Certificate	Office of the Sub Registrar	Form No.20	Appendix VII
7	Certified Copy of Registered Deeds	Office of the Sub Registrar	Form No.19	No Specific Forms
8	Online facility for List Certificates	Office of the Sub Registrar	Form No.21	Appendix VII
9	Online facility for Marriage Registration	Office of the Sub Registrar	Form No. III	Form No. IV
10	Online Filing of Gehans	Office of the Sub Registrar	No Specific Forms	No Specific Forms

By order of the Governor,
DR. RATHAN U. KELKAR,
Secretary to Government.

Explanatory Note

(This does not form part of the notification, but is intended to indicate its general purport.)

As per sub-section (1) of section 6A of the Information Technology Act, 2000 (Central Act 21 of 2000) read with clause (f) of sub-rule (1) of rule 2 of the Kerala Information Technology (Electronic Delivery of Services) Rules, 2010 and rule 4 of the Information Technology (Electronic Service Delivery) Rules, 2011, provided that the State Government may notify the efficient delivery of

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services to the public through electronic means authorise, by order, any service provider to set up, maintain and upgrade the computerised facilities and perform such other services from time to time. The Department for Promotion of Industry and Internal Trade (DPIIT), Government of India released the Business Reform Action Plan (BRAP), 2024 wherein all the States and Union Territs in the country are assessed on the basis of reforms implemented by them on designated parameters. The Ease of Doing Business (EoDB) ranking of states is based on the implementation of reforms prescribed in the BRAP. As per the reform recommendations, in order to achieve a better rank in the EoDB ranking, certain services rendered to businesses by various Departments shall be notified as e-Services. Accordingly, the Government have decided to notify the electronic services of various Departments as e-services.

The notification is intended to achieve the above object.

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I. WATER RESOURCES DEPARTMENT

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FORM RA 1

Refer Chapter IV (A) Para 1

KERALA WATER AUTHORITY

APPLICATION FOR WATER / SEWER PERMANENT CASUAL NEW CONNECTION

1. Name : _____
2. Address : _____
3. House No: _____
4. Details of Licenced Plumber for Internal Pipe laying.
   a) Name: _____
   b) Address : _____
   _____
   c) Licence No : _____
5. Consumer category : DOMESTIC/NON DOMESTIC INDUSTRIAL/PANCHAYAT/ MUNICIPALITY/ CORPORATION/
6. Division _____
   Sub-Division _____
7. Other Particulars _____

I here by agree to the rules and conditions of Authority for connection.

Date _____ Signature.

APPROVAL OF LOCAL BODY

Above application may be considered
Subject to _____
_____

Date _____ Signature/Seal of Local Body

INTIMATION TO THE APPLICANT

Kindly pay estimate fee of Rs. _____
to the Cashier and submit this application to the undersigned along with receipt.

Date _____ Assistant Executive Engineer

For Office Use only

1. Estimate Fee : Rs. ... . Receipt No. .... dt. ....
2. Estimated Deposit Rs ... . Receipt No. .... dt. ....
3. Special Deposit Rs. ..... Receipt No. .... dt. .....
4. Final Payment Rs. ... . Receipt No. .... dt. .....

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FORM RA-5 (ORIGINAL / DUPLICATE) Party

(Refer Chapter IV (A) Para 3 to 6) TRIPLICATE-File copy

KERALA WATER AUTHORITY

PROVISIONAL APPROVAL NOTICE

Name..... Date .....

Address .....

With reference to your application number... ..... dt. .... for permanent/ casual water/sewer connection, you are requested to remit to this office during office hours on any working day, the following estimated amount. Latest by .....along with both the copies of this notice failing which the approval shall stand cancelled.

	Rs.	Ps.
1. Material Cost		
2. Labour for laying & jointing pipes & fittings		
3. Cutting & making good		
4. Masonry work		
5. Erecting charges		
TOTAL		
6. Centage charges		
7. TOTAL		
8. Length of Line mts.		
9.		
10.		
11. Supervision charges		
12. Deposit (Refundable)		
13. Total amount to be remitted		

Please note that this is only as estimate and that actual cost of pipe laying will be charged to you and necessary adjustments will be made on completion of work.

Yours, faithfully

ASSISTANT EXECUTIVE ENGINEER

FOR OFFICE USE ONLY

Receipt No. Date ..... Amount Rs.....

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FORM RA-9 (ORIGINAL DUPLICATE) Accounts

(Refer Chapter IV (A) Para 7) TRIPLICATE-File Copy

KERALA WATER AUTHORITY

Water / Sewer Connection Completion advice

Work order No.....Date.....

Name.....

Consumer No.....

It is informed that above work-order issued by the Assistant Executive Engineer on.....

has been completed on.....

and the cost of labour works to Rs .....

ASSISTANT ENGINEER

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FORM RA-10 (ORIGINAL / DUPLICATE) Party
(Refer Chapter IV (A) Para 8, 11) TRIPLICATE FILE COPY

KERALA WATER AUTHORITY

WATER / SEWER CONNECTION WORK COMPLETION NOTICE

Name.....Date.....

Address.....

Work order Number.....

Consumer Number.....

Reference number.....

This has reference to your application No.....dated.....in connection with permanent / casual water / sewer connection and your subsequent deposit of Rs.....vide receipt number.....for connection. The work now stands completed and the actual cost of connection amounts to Rs.....is detailed below including the amount due from/to you.

Sl. No.	Actual cost	Amount
1.	Material	
2.	Labour for laying and joining pipes and fittings	
3.	Cutting and making good	
4.	Masonary work	
5.	Erection charges	
6.	TOTAL	
7.	Centage charges	
8.	TOTAL COST OF CONNECTION	
9.	Length of Line	
10.		
11.		
12.	Estimated deposit made	
13.	Balance due from you	
14.	Balance due to you	

The balance may be remitted / collected from this office on any working day, latest by.....along with both copies of this advice.

SUPERVISOR ASST. EXE. ENGINEER EXE. ENGINEER

FOR OFFICE USE ONLY

Paid Rs.....Vide receipt No.....Dated.....

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FORM RA 16
(Refer Chapter IV (D) Para 2)

Original To Party
Duplicate To Party
Triplicate Office Copy

KERALA WATER AUTHORITY

BILL No. Date:

Name..... Meter No.....

Address.....

Consumer Class Domestic / Non - Domestic / Industrial / Local Body
Consumer Number

| | |

Free Allowance per month _____ K L

Period of Billing From To

I Present Reading _____

Previous Reading _____

Quantity Consumed _____ K L

Free allowance, if any _____ K L

Chargeable Quantity _____ K L

II METER NOT WORKING
METER NOT ACCESSIBLE

Period for which average Billing is done _____

Average Chargeable Quantity _____ K L

DETAILS OF AMOUNT TO BE REMITTED

			Rs.	Ps.
Water Charges	@	/KL		
Service Charges	@	/month		
Water Tax	@			
Sewer Charges	@	/month		
Sewer Tax	@			
Maintenance Charges				
Other Charges				
Total Bill				
Arrears Due (period.....		to.....)		
Total Charges Due				
Penalty & Fine				
Amount To be Remitted				

Billing Clerk Ledger Clerk Cashier / Bill Collector Assistant Engineer.

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Form No. RA 12 A

Non-Feasibility /Rejection Certificate for new connection

1. Application no :
2. Date of Application :
3. Name of Applicant :
4. Name of Section Office :
5. Reason for Rejection/returned :

Your application no: dated for is rejected/returned for the above stated reason.

Date:

Assistant Engineer
Section Office

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II. LOCAL SELF GOVERNMENT DEPARTMENT

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Form – 1

APPLICATION FOR INDUSTRIES, FACTORIES, TRADES, ENTREPRENEURSHIP ACTIVITIES AND OTHER SERVICES LICENSE

I. PLACE OF ACTIVITY

District*	
Local body type*	
Name of local body*	
Zonal office	
Ward*	
Place/Structure **type* (Building/Land/Local body building/Local body land/Bunk/Stall)**	
Door no/Survey no./Bunk no./Stall no.	
Whether the applicant is owner of the place/structure Yes ☐ No ☐	
If you select No then fill the details given below	
Ownership type (Rent, Lease, Consent)	
Name and address of Owner	

Details of Rent Agreement

Agreement no.	Valid from	Valid to

I . Nature of Business activity & Details of licensing unit

1. Nature of Business activity

Business sector	Manufacturing ☐ Service ☐

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Business category	
Business type	
Business Sub type	
Additional information on licensing unit	

Date of commencement	Capital investment	Desired period of license	Number of employees

Licensing unit type	❑ Individual	❑ Joint/partnership	❑ Institution
Licensing unit name in English		Licensing unit name in Malayalam	
Licensing unit contact no.		Licensing unit Email id	

Institution types	Sub type of Institution	Institution ID/Registration ID

II. Details of Licensing Unit

II. DETAILS OF LICENSE APPLICANT

Aadhar/ Passport No. of applicant	
Name in English	Name in Malayalam
Address of Applicant	
Contact of details of applicant	I. Email ID: 2. Phone no.:

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FORM 2

<NAME OF LOCAL BODY>

CERTIFICATE OF IFTE & OS LICENCE

(Issued under Section 447 of the Kerala Municipality Act 1994 (20th Act of 1994))

License Number xxxxxxxxxxxxxx

Photo of applicant

1. Licensee Details

[ലൈസൻസ് എടുക്കുന്ന വ്യക്തിയുടെ പേരും വിലാസവും]

Licensee/Organization Name :
Name in Local language :
Licensee Address: House name& No.
: Post office & PIN
: Street/Road, Locality
: Town, District, State
Licensee contact details : Phone -
Email-

2. Licensing Place Details

[ലൈസൻസിങ് യൂണിറ്റ് സ്ഥലവും]

Licensing unit ID/Type :
Institution type :
Datails of licensing place – Building no./Survey no :
Licensing unit name :
Licensing unit name in Local language :
Licensing unit Address & contact information : Street/Road, Locality
Post office & PIN, Land mark, Town, District, State
: Phone –
: Email-

3. Licensing Business Activity Details

Sl No	Business Category	Type	Sub Type
1			
2			
3			

4. License validaty & Renewal period

License valid from	License valid to	Renewal period of License	Licensee Fee

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ലൈസൻസ് നിബന്ധനകൾ

1. കേരളാ മുനിസിപ്പാലിറ്റീസ് ആക്ടിലെ ലൈസൻസ് സംബന്ധിച്ചുള്ള വ്യവസ്ഥകളും മറ്റു പൊതു വ്യവസ്ഥകളും അതത് സമയങ്ങളിലെ ചട്ടങ്ങളും, നഗരസഭയുടെ ബൈലോയിലെ നിബന്ധനകളും ഉത്തരവുകളും ലൈസൻസി പാലിക്കേണ്ടതാണ്.
2. ലൈസൻസ് സർട്ടിഫിക്കറ്റ് സ്ഥാപനത്തിൽ പ്രദർശിപ്പിച്ചിരിക്കേണ്ടതാണ്.
3. സ്ഥാപനത്തിൻറെ ബോർഡിൽ സ്ഥലനാമം ഇംഗ്ലീഷിലും മലയാളത്തിലും രേഖപ്പെടുത്തേണ്ടതാണ്.
4. സ്ഥാപനവും പരിസരവും ശുചിയായി സൂക്ഷിക്കേണ്ടതാണ്.
5. സ്ഥാപനത്തിൽ ഉണ്ടാകുന്ന മാലിന്യങ്ങൾ തരം തിരിച്ചു സൂക്ഷിക്കേണ്ടതും ജൈവ മാലിന്യങ്ങൾ സംസ്കരിക്കുന്നതിന് സ്വന്തമായി സംവിധാനങ്ങൾ ഒരുക്കുകയോ നഗരസഭ ഏർപ്പെടുത്തുന്ന ഏജൻസിക്ക് കൈമാറുകയോ ചെയ്യേണ്ടതും, അജൈവ മാലിന്യങ്ങൾ ഹരിത കർമ്മ സേനയ്ക്കോ, നഗരസഭ ഏർപ്പെടുത്തുന്ന മറ്റു ഏജൻസിക്കോ കൈമാറെണ്ടതുമാണ്.
6. മനുഷ്യോപയോഗത്തിനുള്ള ഭക്ഷണ പദാർത്ഥങ്ങളിൽ മായം ചേർക്കുകയോ, മനുഷ്യാരോഗ്യത്തിനു ഹാനികരമായതും പഴകിയതും മനുഷ്യോപയോഗ യോഗ്യമല്ലാത്തതുമായ ഭക്ഷണ പദാർത്ഥങ്ങൾ വില്പനയ്ക്കായി സൂക്ഷിക്കുകയോ, മാലിന്യങ്ങൾ കലരുന്ന വിധത്തിൽ അനാരോഗ്യകരമായ സാഹചര്യത്തിൽ ഭക്ഷണ പദാർത്ഥങ്ങൾ സൂക്ഷിക്കുകയോ ചെയ്യാൻ പാടില്ലാത്തതാണ്.
7. ഭക്ഷണ പദാർത്ഥങ്ങൾ കൈകാര്യം ചെയ്യുന്നവർക്ക് നിർബന്ധമായും ഹെൽത്ത് കാർഡ് ഉണ്ടായിരിക്കേണ്ടതാണ്.
8. പകർച്ചവ്യാധികൾ പിടിപെട്ടവരെ സ്ഥാപനത്തിൽ ജോലിക്കായി നിയോഗിക്കാൻ പാടില്ലാത്തതാണ്.
9. നിരോധിത പ്ലാസ്റ്റിക് ഉത്പന്നങ്ങൾ സ്ഥാപനത്തിൽ സൂക്ഷിക്കുകയോ വിൽക്കുകയോ ചെയ്യാൻ പാടില്ലാത്തതാണ്.
10. ജീവനക്കാർക്കും പൊതുജനങ്ങൾക്കും പ്രാഥമിക ആവശ്യങ്ങൾക്കുള്ള നിയമപരമായ സൗകര്യങ്ങൾ സ്ഥാപനത്തിൽ ഏർപ്പെടുത്തേണ്ടതാണ്.
11. സെക്രട്ടറിയോ സെക്രട്ടറി ചുമതലപെടുത്തുന്ന ഉദ്യോഗസ്ഥനോ ഏതു സമയത്തും സ്ഥാപനം പരിശോധിക്കുന്നതിനു സൗകര്യം ഒരുക്കേണ്ടതാണ്.
12. വിദ്യാഭ്യാസ സ്ഥാപനങ്ങൾക്ക് നൂറു വാര ചുറ്റളവിൽ പുകയില ഉത്പന്നങ്ങൾ വിൽക്കാൻ പാടില്ലാത്തതാണ്. പുകയില നിരോധന നിയമ (COTPA 2003) പ്രകാരമുള്ള എല്ലാ നിബന്ധനകളും ലൈസൻസി പാലിക്കേണ്ടതാണ്.

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13. മലിനീകരണ നിയന്ത്രണ ബോർഡിന്റെയും മറ്റ ഏജൻസികളുടെയും ഡിപ്പാർട്ട് മെന്റുകളുടെയും അനുമതികളിൽ നിർദ്ദേശിച്ചിട്ടുള്ള വ്യവസ്ഥകൾ പാലിച്ച മാത്രമേ സ്ഥാപനം പ്രവർത്തിപ്പിക്കുവാൻ പാടുള്ളൂ.
14. ലൈസൻസ് അനുവദിക്കുന്നതിനായി സമർപ്പിച്ചിട്ടുള്ള വിവിധ ഡിപ്പാർട്ടുമെന്റുകളുടെ നിരാക്ഷേപ പത്രങ്ങൾ, അനുമതികൾ എന്നിവ യഥാസമയം പുതുക്കേണ്ടത് ലൈസൻസിയുടെ ഉത്തരവാദിത്വം ആയിരിക്കുന്നതും അപ്രകാരം പ്രവർത്തിക്കാത്ത പക്ഷം ലൈസൻസിനു നിയമ സാധുത ഉണ്ടായിരിക്കുന്നതുമല്ല.
15. ലൈസൻസ് നഗരസഭയുടെ അനുമതി ഇല്ലാതെ കൈമാറ്റം ചെയ്യാൻ പാടുള്ളതല്ല
16. ലൈസൻസ് അവസാനിക്കുന്ന തീയതിക്ക് മുപ്പത് ദിവസത്തിന് മുന്പായി ലൈസൻസ് പുതുക്കുന്നതിനുള്ള അപേക്ഷ ഓൺലൈൻ ആയി സമർപ്പിക്കേണ്ടതാണ്.
17. കാലാകാലങ്ങളിൽ കേന്ദ്ര-സംസ്ഥാന പ്രാദേശിക ഗവൺമെൻറ് ഏർപ്പെടുത്തുന്ന നിരോധനങ്ങളും നിയമങ്ങളും നിർദേശങ്ങളും ലൈസൻസി അനുസരിക്കേണ്ടതാണ്.
18. ലൈസൻസ് വ്യവസ്ഥകൾ ലംഘിക്കുന്ന പക്ഷം കേരളാ മുനിസിപ്പാലിറ്റീസ് ആക്ട് സെക്ഷൻ 447 പ്രകാരവും മറ്റ ബന്ധപ്പെട്ട വകുപ്പുകൾ പ്രകാരവും സ്ഥാപനത്തിന്റെ പ്രവർത്തനം നിർത്തി വയ്ക്കുന്നതിനോ ആയതു പരിഹരിക്കുന്നതിന് ആവശ്യമായ നടപടികൾ സ്വീകരിക്കുന്നതിനോ സെക്രട്ടറി ആവശ്യപ്പെടുന്ന പക്ഷം ആയതു ലൈസൻസി അനുസരിക്കേണ്ടാതാണ്. അല്ലാത്തപക്ഷം സ്ഥാപനം ഡിപ്പാർട്ട്മെന്റൽ ആയി അടച്ചു പൂട്ടുന്നതാണ്.കൂടാതെ പ്രോസിക്യൂഷൻ നടപടിക്ക് വിധേയൻ ആകുന്നതിനോ സെക്രട്ടറി ചുമത്തുന്ന പിഴ ഒടുക്കുന്നതിനോ ലൈസൻസി ബാധ്യസ്ഥൻ ആയിരിക്കുന്നതാണ്.

Terms and Conditions of Licence

1. The licensee shall comply with the licence provisions of the Kerala Municipalities Act and other general provisions, regulations, and orders from time to time and the bylaws of the municipality.
2. The licence certificate should be displayed in the establishment.
3. The place name should be written in English and Malayalam on the board of the institution.
4. The establishment and premises should be kept clean.
5. The waste generated in the institution should be kept separately and should have waste management facilities for processing organic waste and liquid waste or hand it over to the agency appointed by the municipality, and the inorganic waste should be handed over to Haritha Karma Sena or any other agency appointed by the municipality.

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6. Adulteration of food for human consumption, storage of food injurious to human health, Storage of stale food for sale that are unfit for human consumption and storage of food in unsanitary conditions resulting in contamination of food, shall not be done.
7. Food handlers must have a health card.
8. Persons suffering from infectious diseases should not be employed in the establishment.
9. Prohibited plastic products shall not be kept or sold in the establishment.
10. Legal facilities for the basic needs of employees and the public should be provided in the institution.
11. The Secretary or an officer deputed by the Secretary shall facilitate the inspection of the establishment at any time.
12. Tobacco products should not be sold within 100 yards of educational institutions. The licensee shall comply with all the provisions of theCigarette and Other Tobacco Products (Prohibition of Advertisement andRegulation of trade and Commerce, Production Supply and Distribution) Act 2003.
13. The establishment shall be operated only by the conditions prescribed in the consent of the Pollution Control Board and other agencies and departments.
14. It shall be the responsibility of the licensee to renew the consents and approvals of various departments submitted for the grant of licence in time and failure to do so the licence shall not be valid.
15. The licence is not transferable without the permission of the municipality.
16. Application for renewal of licence should be submitted online at least thirty days before the date of expiry of the licence.
17. The licensee shall comply with the prohibitions, rules and instructions imposed by the Central, State, Local governments from time to time.
18. The violation of licence conditions will invite departmental action forcing closure of establishment/business unit and cancellation of the licensee and will be liable to undergo prosecution procedures or pay the fine imposed by the Secretary under Section 447 of the Kerala Municipalities Act and other relevant sections.

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FORM A

(See Rule 4)

APPLICATION FOR CONSTRUCTION/RECONSTRUCTION/ LOCATION OF PERMANENT/ TEMPORARY/CINEMA

To

The Municipal/Corporation Commissioner/

The Executive Officer… ..... Panchayat

Sir,

I hereby apply for the grant of permission for the Construction/Reconstruction/ Location of a Permanent/Temporary/Cinema …….. in my favour, and give the details as follows:

(Signature of the Applicant)

1. Full name of the applicant:
2. Father's/Husband's name and occupation :
3. Permanent address of the applicant:

i Village

ii Panchayat/Municipality/Corporation

iii Taluk: Ward:

iv District

4. Present Occupation of the applicant:
5. Status, antecedents and previous experience of the applicant:

Note: *- The applicant should furnish herein among other things, particulars of taxes or other dues to Government and whether, in respect of any assessment for tax, the matter is under consideration of the Government*.

6. Is the application for

(i) Permanent cinema

(ii) Temporary cinema

7. Place where the cinema is proposed to be located:

(i) Survey No.

(ii) Village: Ward:

(iii) Taluk:

(iv) District:

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8. Site plan drawn to a scale of not less than I cm. to 15 meters covering an area up to 100 meters from the boundaries of the proposed site, showing:

i) The position of the proposed premises in relation to any adjacent premises and to the public through fare upon which the site of such premises abuts: and

ii) Thatched sheds, if any, in the neighbourhood;

iii) The surrounding Roads and Buildings, the distance of all Educational Institutions, Hospitals, Temples, Mosques, Churches or other places of Public Worship.

9. If the land/site is not owned by the applicant:

i) Name and address of the owner:

ii) Is documents to prove the lawful occupation of the applicant enclosed.

10. Is the applicant in possession of other places licensed under the Act?

If any: a).Whether in the same locality or elsewhere

b). whether at the time applying for licence or any previous time.

11. Is the following attached to the application?

[Treasury receipt for payment of fee for permission under rule 19(1)]

12. . Distance, by public road, of the proposed site, to the:

(i) nearest permanent cinema:

(ii) nearest temporary cinema:

(iii) nearest educational institution:

(iv) nearest temple or other religious institution:

13. . Interest of the Public generally, likely to be served by the location of the Cinema.

14. Suitability of the place where the cinema exhibitions are proposed to be given.

15. .Adequacy of the existing place for the exhibition of cinema, films in the locality.

16. .Population of the place according to the latest census figures.

(Signature of the applicant)

Place

Date

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FORM E
(See Rule 14)

LICENCE FOR EXHIBITION OF CINEMATOGRAPH SHOWS UNDER THE KERALA CINEMA (REGULATION) RULES, 1988

1. Name and address of Licensee
2. If the Licensee is not the owner of the place or building, the name and address of the owner thereof
3. Situation of the place of building
4. Area of the place or building in Square metre
5. Materials of which the roof, side walls, gallery and staircases are made
6. Whether the place or building is to be used during the day or during the night, or both
7. Date of last inspection by
   (1) The Chief Electrical Inspector to Government or his nominee
   (2) The Executive Engineer, P.W.D. (Buildings and Local Works), having jurisdiction over the area.
8. Period for which the licence is to be in
9. Fees paid
10. Special conditions if any on Which licence is granted.
    (i) The licensee shall not exhibit advertisement slides relating to Sexual diseases and medicines to correct sexual disorders, or purporting to assist the childless in begetting children.
    (ii) The Licensee shall not permit obscene or objectionable posters or pictorial publicity material to be displayed in the licensed premises.
    (iii) The maximum rates of payment for admission to the different classes in the licensed premises shall be as indicated below and these rates shall not be increased during the currency of this licence without an order, in writing, by the Licensing Authority permitting Such increases. The order of the Licensing Authority in this regard is liable to be cancelled or modified by the State Government, if they consider such a course, just and necessary.
    (iv) Any person, who is aggrieved by the order, of the Licensing Authority on an application . . for permission to increase the said maximum rate may, within 30 days from thedate of receipt of such order, appeal to the State Government who may after such inquiry as they Consider necessary pass such orders thereon as they think fit.
11. Maximum number of persons permitted in each part of the auditorium.

Class of accommodation ---------- Maximum rate of admission

In the first class.....Persons
In the.....Persons
In the.....Persons
In the.....Persons
Total.....Persons

Conditions of Licence

The Licence is granted subject to the provisions of the Kerala Cinema (Regulation) Act, 1958 and the rules made thereunder. It is also subject to the following conditions. The terms and

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conditions of the licence as inserted may be modified or added to at any time during the currency of the licence.

1. This licence does not exempt the licensee or his servants or agents from taking out any other licence required by or otherwise complying with any other law or rule or bye-law made thereunder.

2. (a) The licensee shall not exhibit or permit to be exhibited any film other than a film which has been certified as suitable for public exhibition by the authority constituted under Section 3 of the Cinematograph Act, 1952 (This condition shall not apply to newsreels produced by the Films Division, Bombay) which, when exhibited, displays the prescribed mark of that authority, and has not been altered or tampered with in anyway since such mark was affixedthereto.

   (b) The licensee shall not exhibit or permit to be exhibited, in the place in respect of which this licence is given, to any person who is not an adult any film which has been certified by an authority Constituted under Section 3 of the Cinematograph Act, 1952, as suitable for public exhibition restricted to adults.

   (c) The licensee shall not display or cause to be displayed, any photograph, picture or poster which depicts or represents or purports to represent a scene or shot Which has been excised from any film under the orders of the Central Government.

   Explanation.- This condition shall not be construed as prohibiting the exhibition of a film, in respect of which an 'A' Certificate has been granted, to children in arms below the age of three.

3. The licensing authority and any subordinate duly authorised by him in that behalf and any police officer deputed to keep order during any entertainment in the licensed premises shall at all times have free access to the said premises in order to see whether the conditions of the licence are fulfilled.

4. (a) The licensee shall exhibit at each performance one or more approved films of such length and for such length of time, as the State Government or Central Government may, bygeneral or special order, direct subject to the proviso to Section 7 of the Act.

   (b) The licensee shall comply with such directions as the State Government may, by general or special order, give as to the manner in which approved films shall be exhibited in the Course of any performance.

   Explanation.- "Approved film" means a cinematograph film approved for the purpose of this condition by the State Government or the Central Government.

5. The licensee shall also exhibit at each performance such slides as may be supplied by the licensing authority, in such manner and for such length of time so that authority may direct subject to the proviso to Section 8 of the Act.

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6. No fire work shall be used as adjunct to a cinematograph exhibition.

7. No person shall be admitted within a line..... metres in front of and parallel to the screen. A strong barrier or other efficient partition shall be provided for enforcing this condition.

8. The licensee shall not, without the permission of the licensing authority, assign, sub-let or otherwise transfer the licence of licensed premises; nor shall the licensees, without permission as aforesaid, allow any other person during the period of Currency of this licence, to exhibit films in the licensed premises.

9. In the case of travelling cinematograph shows the address on the first day of each month and of every subsequent change of camp shall be notified to the Electrical Inspector to Government.

10. The licensed premises shall not be kept open after 2 a.m. (H.E. time) on any day without obtaining special permission, in Writing, from the licensing authority in respect of such day.

11. (i) There shall be prominently exhibited at each public entrance whenever the premises are open to the public a notice indicating in tabular form and in clear bold letters and figures:

    (a) The title of each film to be shown on that day, other than trailers and advertisement films;

    (b) The approximate time of commencement of each such film;

    (c) Whether each such film has received as "A" or “U” certificate from the Central Board of Film Censors, and

    (d) Whether persons below the age of 18 years, other than children below the age of 3 years shall be admitted or not;

    (e) Whenever 3-D Films are exhibited, the licensee shall supply to each viewer 3-D glasses properly sterilized with Aerosole-Disinfector before the show begins. The licensee shall also procure sufficient duantity of aerosole disinfector and keep a ledger showing the number of glasses sterilized and the quantity of the material used each time and produce it for inspection on demand.

    (ii) The nature of any certificate received in respect of a film from the Central Board of Film Censors shall clearly be indicated by the letter 'U' or 'A' in any advertisement of the film displayed at the premises.

12. The licence shall be subject to revocation of suspension for the breach of any of these conditions or of the special conditions specified on the reverse.

Dated this the ..... day of ..... 20 ..... Licensing Authority

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FORM F
(See Rule 23)

TEMPORARY PERMIT FOR EXHIBITION UNDER THE KERALA (CINEMAS (REGULATION) ACT, 1958

Whereas..... (full name & address) has applied for the renewal of his licence and the said licence has been retained in my Office pending disposal of his application, he is hereby permittedtemporarily to exhibit films in.....(here enter description of premises) under the Kerala Cinemas (Regulation) Act, 1958 for a period of one month from this date, subject to the provisions of Rule 23 of the Kerala Cinemas (Regulation) Rules, 1958.

Dated this the..... day of ..... 20.....

Licensing Authority.

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Service Name: Profession Tax as per the Kerala Municipality (Profession Tax) Rules, 2005

Statutory Form: FORM IV

FORM IV

(See Form III)

1. Name of the Establishment :
2. House Number :
3. Address :

4. In which category the employee shall include (if it is a company, description thereof) :

5. Serial No	Name of employee/ Officer, etc.	Category to which belongs	Income	Period of service
(1)	(2)	(3)	(4)	(5)
1				
2				
3				
4				

(Signature)

Owner of the Establishment Possessor. Etc.

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PROFESSION TAX RECEIPT

Date ……..

RECEIPT

An amount ₹_____ has been paid by Mr/Mrs. _____ (Name & Address) of_____ _____ _____ (Place), as Profession tax for the period _____ on _____ (Date & Time). The Amount has been credited to the A/c No. _____ of _____ (Corporation/ Municipality/ Panchayat). The split up wise Profession Tax details of _____ (No of employees) Employees is attached herewith.

Sd.

Secretary

…….....Municipal Office

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Statutory Form:

"APPENDIX- A5

(See rules 83, 87)

APPLICATION FOR INTIMATION FOR THE ERECTION/RE-ERECTION/ ALTERATION OF TELECOMMUNICATION TOWERS/TELECOMMUNICATION POLE STRUCTURES/ACCESSORY ROOMS

..... Panchayat

1. Name and address of Applicant(s)/Owner(s) :

2. Name and address of the Infrastructure service provider /Telecom service provider :

3. Nature of development:
   (i) Erection of Telecommunication towers/ pole structures/accessory rooms :
   (ii) Re-erection of Telecommunication towers/ pole structures/accessory rooms :
   (iii) Alteration of Telecommunication towers/ pole structures/accessory rooms :

4. **Details of plot:**
   (i) Revenue Village :
   (ii) (a) Survey No :
   (b) Re-survey No :
   (iii) Sub Division :
   (iv) Taluk :
   (v) District :
   (vi) Extent in Sq.m :
   (vii) Ward No. :
   (viii) Authorised number of the building over which the telecommunication structure is proposed (if applicable):
   (ix) Authorised number of the nearest building :

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(x) Nearest Electric Post/Telecom Post number :

5. Whether the land, if any, contiguous to this plot of the owner shown in the site plan (Rule 6(4)(a)(i)) : Yes /No

6 . Whether Government or Quasi-Government :

7. Details of the Telecommunication structure :

a. Height of the structure :

8. Provisions of Schemes, if any, applicable to the construction

Road Widening

Sl. No.	Name of the TP Scheme	Stage (Sanctioned /Published)	Existing Width of road (in m)	Proposed Width of road (in m)	Building Line (in m)	Set Back Required from Existing road boundary (in m)	Set back provided (in m)

9. Details of fee paid:

(i) Amount :

(ii) No. and date of receipt :

10. Details of documents, plans, certificate, etc. enclosed.

11. Details of NOC obtained.

SL . No	Required	Whether enclosed or not	Details of the NOC / Clearances

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12. **DECLARATION**

I,.....hereby declare that the measurements, specifications and other details mentioned above are correct, complete and true to the best of my knowledge and belief and that I shall abide by the approved plan and the provisions in the Act and Rules in undertaking the construction.

Signature of the Applicant(s)/Owner(s) with name

Signature of the Infrastructure service provider /Telecom service provider

Place:

Date:

13. **CERTIFICATE**

Certified that the site plan is prepared after verification of ownership document and site and the measurements shown are found to be correct.

Signature:

Name:

Place: Reg.No.:

Date: Address:

(Registered Institution/ Architect/Engineer/ Town Planner/ Supervisor)

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ACKNOWLEDGMENT RECEIPT

…. ..... Grama Panchayat

No…….. Dated…….

Details of application

1. Application No. :
2. Name of Applicant :
3. Name of Licencee :
4. Reg no. of Licensee :
5. Date of receipt of application:

It is hereby acknowledged that the intimation to erect / re-erect / make alteration of non-Governmental telecommunication tower / telecommunication pole structures / accessory rooms submitted by Sri / Smt……..has been received in this office on ……..

Name and Signature

Office seal Official Designation

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ACKNOWLEDGMENT RECEIPT

……. Municipal Corporation / Municipal council / Town Panchayat

No…….. Dated…….

Details of application

1. Application No. :
2. Name of Applicant :
3. Name of Licencee :
4. Reg no. of Licensee :
5. Date of receipt of application :

It is hereby acknowledged that the intimation to erect / re-erect / make alteration of non-Governmental telecommunication tower / telecommunication polestructures / accessory rooms submitted by Sri / Smt……..has been received in this office on ……..

Name and Signature

Office seal

Official Designation

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Service Name: Development Permit as per the Kerala Municipality/ Panchayat Building Rules -2019

Statutory Form

APPENDIX –A3

[See rule 5(1)(a)]

APPLICATION FORM FOR PERMITFOR DEVELOPMENT/ REDEVELOPMENT OF LAND

To

The Secretary,

..... Municipal Corporation / Municipal Council / Town Panchayat

Sir,

I intend to develop/ redevelop the land in Survey/Re survey Number.....of ..... Village in .....Taluk..... owned by me. I forward herewith the site plan, service plan and specification in duplicate duly signed by me and by.....(Name in Block letters of the registered Institution /Architect/ Building Designer/ Engineer/ Town Planner/ Supervisor) having Register No.....together with the required documents.

I hereby undertake to abide by the provisions of the Kerala Municipality Building Rules, 2019 in all respect.

I request that the development/ redevelopment may be approved and development permit may be granted to me.

Signature.....

Name of owner.....

Place: (in Block letters)

Date:

Address.....

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APPENDIX B1

[See rule 6(17)]

DEVELOPMENT PERMIT

…… Municipal Corporation/ Municipal Council / Town Panchayat

No……..

Dated……

Ref:- Application dated……..……..from Sri/ Smt…….

Permission is hereby granted for the development or redevelopment of land to the extent of ……..……Ares/ hectares comprised in Survey No./Re survey No. .....……Village……Taluk……..District…… ……for…… use (specify)subject to the following conditions:-

(1) Existing trees should be retained as far as possible and more number of trees planted in the available space after development.

(2) The permit is subject to the satisfaction of the provisions in the Kerala Conservation of Paddy Land and Wet and Act 2008 / KLU order 1967 and the permit issued thereunder.

(3) Adequate safety measures shall be ensured for protection against damage to health, life buildings and property of the inhabitants around, during and after development. The owner and the developer shall be solely responsible for any such damages

(4) ……

(5) ……

Place:

Date: Signature and name of Secretary

(Seal)

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APPENDIX- A1

(See rules 5(1)(b), 75(1), 87(1) and 93(1))

APPLICATION FOR PERMIT/REGULARISATION

..... Panchayat

1. Name in capital letters :

Applicant(s)	Owner(s)

2. Address:

(i) Permanent address of the owner :

(ii) To which communications are to be sent :

3. Nature of development/construction:

(i) Division of plot :

(ii) New construction

(iii) Reconstruction

(iv) Alteration /Addition/Extension

(v) Digging of well

(vi) Change in occupancy

(vii) Demolition

(viii) Roof changing

4. **Details of plot**

(i) Revenue Village :

(ii) (a) Survey No

(b) Resurvey No

(iii) Sub Division

(iv) Taluk :

(v) District :

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(vi) Extent in Sq.m :

(vii)Nature of ownership :

(viii) Number and date of deed/ Document :

(ix) Registrar's Office :

(x) Ward No. :

(xi) Authorised number of the nearest building :

(xii) Nearest Electric Post/Telecom Post number :

5. Whether the land, if any, contiguous to this plot of the owner shown in the site plan (Rule 6(4)(a)(i)) : Yes /No

6. Usage of surrounding plots in general

North :

East :

South :

West :

7 .Whether Government or Quasi Government :

8. Details of the Construction

(i) Details of Proposed Building(s)

Floors	**Building no. 1**			**Building no. 2**		
	Occupancy:			Occupancy :		
	Height of the building - ..... m			Height of the building - ..... m		
	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)
Basement floor						
Ground floor						
Total						

Add separate sheet if required, duly signed by both the licensee and the Owner

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(ii) Details of Existing Building(s)

Floors	Building no. 1			Building no. 2		
	Occupancy:			Occupancy:		
	Height of the building - ..... m			Height of the building - ..... m		
	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)
Basement floor						
Ground floor						
Total						

Add separate sheet if required, duly signed by both the licensee and the Owner

(iii) Total Built-up Area :

(iv) Total Covered Area :

(v) Total parking area provided inside the building(s) :

(vi) Total Built-up Area for F.S.I. :

9. Basic KMBR Verification w.r.t. proposed plot

Sl. No.	Rule No.	Description	Required/permissible	Provided
1		Access width to the plot		
2		Coverage		
3		Floor Space Index		

10. Basic KPBR Verification w.r.t. proposed building(s)

(a) Building no. 1

Sl. No.	Rule No.	Description	Required/permissible	Provided
1		Access width to the building (in m)		
2		Minimum distance from the abutting road/access to other building(s) (in metre)		
3		No. of Four-wheeler parking		
4		No. of Two-wheeler parking		

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5		No. of Parking for Differently abled		
6		No. of Parking for Visitors		
7		Loading/unloading space (in sq. metre)		
8		Set Backs (in metre)		
		Front		
		Side 1		
		Side 2		
		Rear		
9		Exit Width (in metre)		
10		No. of Stair case(s)		
11		No. of Fire Escape Stair case(s)		
12		Rainwater storage capacity (in litre)		

Add separate sheet if required, duly signed by both the licensee and the Owner

11. Provisions of Town Planning Schemes, if any, applicable to the construction

(I) Zoning

Sl. No.	Name of the TP Scheme	Stage (Sanctioned/ Published)	Zone	Permissibility of proposed construction as per the scheme

(ii) Road Widening

Sl. No.	Name of the TP Scheme	Stage (Sanctioned/ Published)	Existing Width of road (in m)	Proposed Width of road (in m)	Building Line (in m)	Set Back Required from Existing road boundary (in m)	Set back provided (in m)

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12. Permissibility with respect to Kerala Conservation of Paddy Land and Wet Land Act 2008 / KLU order 1967. :
    (i) Type of land as per BTR :
    (ii) Type of land as per Data Bank :

13. If the application is for regularisation,

    (i) Whether construction completed or not :

    (ii) If not completed, the stage of construction :

14. Details of permit/approved plan already obtained.

15. Details of fee paid: Application fee Layout scrutiny fee

    (i) Amount

    (ii) No. and date of receipt

16. Details of documents, plans, certificate, etc. enclosed.

17. Details of NOC obtained.

SL. no	Required	Whether enclosed or not	Details of the NOC / Clearances

18. DECLARATION

I,.....hereby declare that the measurements, specifications and other details mentioned above are correct, complete and true to the best of my knowledge and belief and that I shall abide by the approved plan and the provisions in the Act and Rules in undertaking the construction.

Place: Signature of the applicant with name

Date:

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APPENDIX B2

[See rule 6(17)&9(4)]

SITE APPROVAL AND BUILDING PERMIT

…… Municipal Corporation / Municipal Council / Town Panchayat

No……
Dated……

Ref:— Application dated……from Sri./Smt. ……

Site approval and permission is granted for the construct/reconstruct/erection/re-erection/addition/alteration of building/hut/digging of well/ ……(specify the construction) in building No……or near the building No……..in Survey/Re survey No …….. Village ……Taluk…… District …… for…… (specify the occupancy) purpose subject to the conditions stated below:

(1) Adequate safety measures shall be ensured for protection against damage to health, life, buildings and property of the workers and inhabitants around, during and after building construction. The owner and the developer shall be solely responsible for any such damages.

(2) ……

(3) ……..

(4) ……..

(a) Setbacks (m) (minimum & average)

Building 1	Front	Rear Side	Side - 1	Side 2
Building 2	Front	Rear Side	Side - 1	Side 2
Building 3	Front	Rear Side	Side - 1	Side 2

(b) Plot Area (sq m) -

(c) FAR : Coverage :

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(d) Details of proposed building

Floors	Building no. 1			Building no. 2		
	Occupancy -			Occupancy -		
	Height of the building - ..... m			Height of the building - ..... m		
	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)
Basement floor						
Ground floor						
Total						

Signature and name of Secretary

(Seal)

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"APPENDIX- A1A

(See rules 5(1)(c), 19A(2))

APPLICATION FOR APPROVAL OF THE BUILDIING SITE AND FOR THE PERMISSION TO EXECUTE THE WORK.

..... Municipality

1. Name in capital letters :

Applicant(s)	Owner(s)

2. Address:

(i) Permanent address of the owner :

(ii) To which communications are to be sent :

3. Nature of development/construction:

(i) New construction

(ii) Reconstruction

(iii) Alteration /Addition/Extension

(iv) Change in occupancy

4. Details of plot

(i) Revenue Village :

(ii) (a) Survey No.

(b) Resurvey No

(iii) Sub Division

(iv) Taluk :

(v) District :

(vi) Extent in Sq.m :

(vii) Nature of ownership :

(viii) Number and date of deed/ Document :

(ix) Registrar's Office :

(x) Ward No. :

(xi) Authorised number of the nearest building :

(xii) Nearest Electric Post/Telecom Post number :

5. Whether the land, if any, contiguous to this plot of the owner shown in the site plan (Rule 6(4)(a)(i)) : Yes /No

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6. Usage of surrounding plots in general

North :

East :

South :

West :

7 . Whether Government or Quasi Government :

8. Details of the Construction

(i) Details of Proposed Building(s)

Floors	**Building no. 1**				**Building no. 2**			
	Occupancy:				Occupancy :			
	Height of the building - .....m				Height of the building - ..... m			
	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)	Floor area (Sq.m.)	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)	Floor area (Sq.m.)
Basement floor								
Ground floor								
Total								

Add separate sheet if required, duly signed by both the empaneled licensee and the Owner

(ii) Details of Existing Building(s)

Floors	**Building no. 1**				**Building no. 2**			
	Occupancy:				Occupancy :			
	Height of the building - .....m				Height of the building - ..... m			
	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)	Floor area (Sq.m.)	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)	Floor area (Sq.m.)
Basement floor								

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13		connected load in kW for buildings coming under rule 2.1 and 2.2 of KSECBC rules 2017		

Add separate sheet if required, duly signed by both the licensee and the Owner

11. Provisions of Town Planning Schemes, if any, applicable to the construction

(i) Zoning

Sl. No.	Name of the TP Scheme	Stage (Sanctioned/ Published)	Zone	Permissibility of proposed construction as per the scheme

(ii) Road Widening

Sl. No.	Name of the TP Scheme	Stage (Sanctioned/ Published)	Existing Width of road (in m)	Proposed Width of road (in m)	Building Line (in m)	Set Back Required from Existing road boundary (in m)	Set back provided (in m)

12. Permissibility with respect to Kerala Conservation of Paddy Land and Wet and Act 2008 / KLU order 1967 :

(i) Type of land as per BTR :

a) Type of land as per Data Bank :

13. Details of permit/approved plan already obtained.

14. Details of fee paid: Application fee Layout scrutiny fee

(i) Amount

(ii) No. and date of receipt

15. Details of documents, plans, certificate, etc. enclosed.

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16. Details of NOC obtained.

Sl. No.	Required	Whether enclosed or not	Details of the NOC / Clearances

17. DECLARATION

I,.....hereby declare that the measurements, specifications and other details mentioned above are correct, complete and true to the best of my knowledge and belief and that I shall abide by the approved plan and the provisions in the Kerala Panchayat Raj Act ,1994 and Municipality Building Rules 2019 Rules in undertaking the construction.

Place: Signature of the owner with name
Date:

18. CERTIFICATE

Certified that the site plan is prepared after verification of ownership document and site and the measurements shown are found to be correct.

Signature:
Name:

Place: Reg. No. of Empanelled licensee:
Date: Address:

19. CERTIFICATE

Certified that the building plan is prepared in accordance with the provisions in the Kerala Municipality Building Rules 2019, Kerala Municipality Building Rules 2019 provisions contained in the sanctioned Town Planning Schemes, if any.

Place: Signature:
Date: Name:
Reg. No. of Empanelled licensee:
Address:

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20. UNDERTAKING

I,.....hereby undertake that the building construction and/or land development will be carried on/ being carried on/ was carried on as per the approved plan and permit in accordance with the rules in force.

Place:

Date:

Signature:

Name:

Reg. No. of Empanelled licensee:

Address:

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[1][APPENDIX-A1B
(See rules 19A(2))
ACKNOWLEDGMENT RECEIPT

..... Panchayat

No..... Dated.....

Details of application

1. Application No. :
2. Name of owner :
3. Reg no. of Empanelled licensee :
4. Occupancy of the proposed construction :
5. Floor area of the proposed construction :
6. Date of receipt of application :

It is hereby acknowledged that the application for self certified building permit submitted by Sri/Smt.....has been received in this office on .....

Name and Signature

Official Designation]

Office seal

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APPENDIX E1

[See rules 17(5)(e),20(1)&88 (1)]

COMPLETION CERTIFICATE BY THE OWNER

CERTIFICATE

Certified that the development or redevelopment of land and/or construction or reconstruction or addition or alteration of building / erection of Telecommunication tower or pole structure has been completed on . . . . . as per the approved plan and permit number . . . . . .dated . . . . . .

Place: Signature

Date: Name and address of owner.

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APPENDIX E2

[See rules 17(5(e)&20 (4)]

PARTIAL COMPLETION CERTIFICATE BY THE OWNER

CERTIFICATE

Certified that the development or redevelopment of land and/or construction or reconstruction or addition or alteration of building(s) / erection of telecommunication tower or pole structure have been partly completed on . . . . . as in the approved plan and permit number . . . . . .dated . . . . . .

Also certified that the above partially completed building(s) comply in all respects with the provisions contained in the Kerala Municipality Building Rules, 2019 and other applicable statutes and the work has been carried out as per the drawings signed and attached.

Place: Signature

Date: Name and address of owner

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APPENDIX F2

[See rules 17(5) (f), 20 (3) and 88 (2)]

OCCUPANCY CERTIFICATE OR USE CERTIFICATE

…… Municipal Corporation / Municipal Council / Town Panchayat

Reference: Completion certificate / Partial Completion certificate submitted by the applicant(Name) ……..... dated ..... and the licensee (Name & Reg. No.) ..... dated .....

Certified that the construction or reconstruction or addition or alteration of building or erection of telecommunication tower or pole structure or work under the permit No…….. ……dated……issued to……..……and supervised by……..has been inspected by me and that the work executed is in accordance with the permit and the building/ tower or pole structure is now fit for occupation/ use.

Place: Signature of the Secretary
Date:

(Seal)

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Service Name: Professional Tax as per the Kerala Panchayat Raj (Profession) Rules, 1996

FORM II

(See Rule 14&16)

Statement of Income of laborers/Employees for the Half year from1-4-20--To 30-09-20-- /1-10-20-- To 31-3-20--

1. Serial No.	
2. Name	
3. Designation	
4. Official address (including Division Number. Code Number. Employees No.)	
5. Salary (including special pay & Personal pay)	
6. Dearness Allowance	
7. Other fixed Allowance	
8. Bonus	
9. Other Payment	
10. Total Income	
11. Date of entry In service If relieved, that date	
12. If out of station due to transfer , pension etc.: permanent address	
13. Remarks	

Place : **Head of Office/ Employer.**

Date :

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1. **Service Name:** **Layout Approval** as per the Kerala Municipality/ Panchayat Building Rules, 2019

Statutory Form:

APPENDIX•A4

(See rule 5(6)(2)

APPLICATION FOR LAYOUT APPROVAL AND USAGEOF PLOT/CONCURRENCE

Applicant(s)	Owner(s)

..... District

1. Name in capital letters :
2. Address: :
   i) Permanent address of the owner :
   ii) To which communications are to be sent :
3. Nature of development/construction
   i) Division of plot :
   ii) New construction :
   iii) Reconstruction :
   iv) Alteration/Addition/Extension :
   v) Change in occupancy :

4. Details of plot
   i) Name of Local Self Government Institution :
   ii) Revenue Village :
   iii) (a) Survey No. :
   (b) Resurvey No. :
   iv) Sub Division :
   v) Taluk :
   vi) District :
   vii) Extent is Sq.m :
   viii) Nature of ownership :
   ix) Ward No. :
   x) Authorised number of the nearest building :
   xi) Nearest Electric Post/Telecom Post number :

5. Whether the land. If any. contiguous to this plot of

   The owner shown in the site plan (Rule 6(4) (a) (1)) : **Yes / No**

6. Usage of surrounding plots in general :
   North :
   East :
   South :
   West :
7. Whether Government or Quasi Government :

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(i) Details of Proposed Building(s)

Floors	Building no. 1			Building no. 2		
	Occupancy -			Occupancy -		
	Height of the building - .....m			Height of the building - .....m		
	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)
Basement floor						
Ground floor						
Total						

Add separate sheet if required, duly signed by both the licensee and the Owner

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(ii) Details of Existing Building(s)

Floors	Building no. 1			Building no. 2		
	Occupancy -			Occupancy -		
	Height of the building - ..... m			Height of the building - ..... m		
	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)	Use	Built-up area (Sq.m.)	Area provided for parking inside the building (Sq.m.)
Basement floor						
Ground floor						
Total						

Add separate sheet if required, duly signed by both the licensee and the Owner

(iii) Total Built-up Area :

(iv) Total parking area provided inside the building(s) :

(v) Total Built-up Area for F.S.I.

(vi)

Details of the proposed construction

9. Basic KMBR Verification w.r.t. proposed plot

SI. No.	Rule No.	Description	Required/Permissible	Provided
1		Access to the plot		
2		Coverage		
3		Floor Space Index		

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10. Basic KMBR Verification w.r.t. proposed building(s)

(a) Building no. I

SI. No.	Rule No.	Description	Required/Permissible	Provided
I		Access to the building (in metre)		
2		Minimum distance from the abutting road/access to other building(s) (in metre)		
3		No. of Four-wheeler parking		
4		No. of Two-wheeler parking		
5		No. of Parking for Differently abled		
6		No. of Parking for Visitors		
7		Loading/unloading space (1n sq. m)		
		Set Backs (in m)		
8		Front		
		Side 1		
		Side 2		
		Rear		
9		Exit Width (in m)		
10		No. of Stair case(s)		
11		No. of Fire Escape Stair case(s)		
12		Rainwater storage capacity (in liter)		

dd separate sheet if required, duly signed by both the licensee and the Owner .

11. Provisions of Town Planning Schemes, if any, applicable to the construction

(i) Zoning

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SI. No.	Name of the TP Scheme	Stage (Sanctioned/ Published)	Zone	Permissibility of proposed construction as per the scheme

ii) Road Widening

SI. No'	Name of the TP Scheme	Stage (Sanctioned/ Published)	Existing Width of road(in meter)	Proposed Width of road(in meter)	Building — Line(in meter)	Existing road boundary(in meter)	Set back provided (in meter)

12. If the application is for regularization,

(i) Whether construction completed or not

(ii) If not completed. The stage of construction:

13. Details of permit/layout approval already obtained.

14. Details of fee paid: Application fee

(iii) Amount

(iv) No. and date of receipt

15. Details of documents, plans, certificate, etc. enclosed.

16. Details of NOC / Clearances obtained.

SL.	Required	Whether enclosed or not	Details of the NOC / Clearances

17. Whether application for permit /regularisation is submitted to the Local Self Government Institution: Yes/No

If yes, file no. of the application in the Local Self Government Institution

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18. DECLARATION

I,.....hereby declare that the measurements, specifications and other details mentioned above are correct, complete and true to the best of my knowledge and belief and that I shall abide by the approved plan and the provisions in the Act and Rules in undertaking the construction.

Place: Signature of the applicant with name

Date:

19. CERTIFICATE

Certified that the site plan is prepared after verification of ownership document and site and the measurements shown are found to be correct.

Signature:

Name:

Place: Reg.No.:

Date: Address:

(Registered Institution, Architect, Engineer,

Town Planner, Supervisor)

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III. LABOUR DEPARTMENT

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[FORM 'B I'

[See - Rules 2A and 2B]

APPLICATION FOR GRANT OR RENEWAL OF REGISTRATION CERTIFICATE FOR THE YEAR

1. Full name of the Establishment:
2. (i) Full postal address and situation of the establishment (here enter House No., Street, etc).
   (ii) Full address to which communications relating to the establishment should be sent:
   (iii) Name and address of the 35 [employer owning or having ultimate control over the affairs of the establishment]
3. Whether Shop or Commercial Establishment and nature of business carried on:
4. (a) The number and names of employees employed in the establishment (a list of names be given)
   (b) The number of employees with their names, employed in the establishment during the previous year (a list of names be attached)
5. (a) Full name and residential address of the person who shall be the employer for the purpose of the Act:
   (b) Full name and residential address of the person who shall be the manager for the purpose of the Act:
6. If the employer is a partnership company, etc., full name and residential address of other partners or directors etc. (See Note 2 at the end):

I hereby declare that the particulars furnished by me in the form are to the best of my knowledge and belief accurate.

Dated:

Signature of the Employer.

Notes 1. This form shall be completed in ink in BLOCK letters or typed.

2. If any person named against item 6 is a minor the fact shall be stated clearly.

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FORM 'B II'

[See Rule 2C]

REGISTRATION CERTIFICATE

Fee Rs……..

Registration Certificate No……..

Register No.....

Registration Certificate under the Kerala Shops and establishment 1950 of 1960) is hereby granted renewal to…….. in respect of the establishment described below:-

This Registration Certificate shall remain in force till the 31st day of December……

Name of Establishment……

Situation of Establishment.……

Name of Employer.....……

Number of Employees.....……

Signature & Seal of the Competent Authority.

Date:

Date of Renewal	Fees paid for Renewal	Date of enquiry
1.		
2.		
3.		
4.		

Signature & Seal of the Competent Authority.

Date:

AMENDMENT

Changes in respect of any of the particulars mentioned in the application under Section 5A(i)	Additional fee
1.	
2.	
3.	
4.	
5.	

TRANSFERS

Name of the person to whom transferred	Name of the establishment	*Signature of the Competent Authority*
1.		
2.		
3.		
4.		

Signature & Seal of the Competent Authority.

Date:

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FORM I

[See Rule 17 (1)]

APPLICATION FOR REGISTRATION OF ESTABLISHMENTS EMPLOYING CONTRACT LABOUR

1. Name and location of the establishment
2. Postal address of the Establishment
3. Full name and address of the Principal Employer
   (Furnish Father's name in the case of individuals.)
4. Full name and address of the Manager or person
   responsible for the supervision and control
   of the establishment
5. Nature of work carried on in the establishment
6. Particulars of contractors and contract Labour
   a. Names and addresses of Contractors
   b. Nature of work in which contract labour
      is employed or is to be employed
   c. Maximum number of contract labour to be
      employed on any day through each contractor
   d. Estimated date of termination of employment
      of contract labour under each contractor
   e. Names and addresses of workmen

I hereby declare that the particulars given above are true to the best of my knowledge and belief.

Principal Employer
Seal and Stamp
Office of the Registering Officer

Date of Receipt of application

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FORM II

[See Rule 18 (1)]

GOVERNMENT OF KERALA

Office of the Registering Officer
CERTIFICATE OF REGISTRATION

A certificate of Registration containing the following particulars is hereby granted under sub- section (2) section 7 of the Contract Labour (Regulation and Abolition) Act, 1970 and the rules made there under, to.....

1. Nature of work carried on in the establishment
2. Names and Addresses of Contractors
3. Nature of work in which contract labour is employed or is to be employed
4. Maximum number of contract labour to be employed on any day through each contractor
5. Other particulars relevant to the employment of contract labour

Signature of Registering Officer with seal

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FORM IV

[See Rule 21 (1)]

APPLICATION FOR LICENCE

1. Name and address of the contractor (including his father's name in case of individuals)
2. Date of birth and Age (in case of individuals)
3. Particulars of Establishment where contract labour is to be employed
    a. Name and address of the Establishment.
    b. Type of business, trade, industry, manufacture or occupation, which is carried on in the establishment.
    c. Number and date of certificate of Registration of the Establishment under the Act
    d. Name and Address of the Principal Employer
4. Particulars of contract labour:-
    a. Nature of work in which contract labour is employed or is to be employed in the establishment
    b. Duration of the proposed contract work (give particulars of proposed date of commencing and ending)
    c. Name and address of the Agent or Manager of contractor at the work-site
    d. Maximum No. of contract labour proposed to be employed in the Establishment on any date
    e. Names and addresses of workmen
5. Whether the contractor was convicted of any offence within the preceding five years. If so, give details
6. Whether there was any order against the contractor revoking or suspending licence or forfeiting security deposits in respect of an earlier contract. If so, the date of such order
7. Whether the contractor has worked in any other Establishment within the past five years. If so, give details of the Principal, Employer, Establishments and nature of work
8. Whether a certificate by the Principal Employer, in Form V is enclosed.

DECLARATION

I hereby declare that the details given above are correct to the best of my knowledge and belief.

Signature of the Applicant
(Contractor)

Note:- The application should be accompanied by a Treasury Receipt for the appropriate amount and a certificate in Form V from the Principal Employer.

(To be filled in the office of the Licensing Officer)

Date of receipt of the application with chalan for fees/Security Deposit.

Signature of the Licensing Officer

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FORM VI

[See Rule 25 (1)]

GOVERNMENT OF KERALA

Office of Licensing Officer

LICENCE

Dated:

Fee paid Rs.

Licence No.

Licence is hereby granted to under section 12 (1) of the Contract Labour Regulation and Abolition) Act, 1970, subject to the conditions specified in Annexure.

The licence shall remain in force till.....

Date:

Signature and seal of the Licensing Officer

RENEWAL

[Rule 29]

Date of Renewal	Fee paid for renewal	Date of expiry
1		
2		
3		

Signature and seal of the Licensing Officer.

Date:

ANNEXURE

The Licence is subject to the following conditions:

1. The licence shall be non-transferable. 2. The number of workmen employed as contract labour in the establishment shall not, on any day, exceed.

3. Except as provided in the rules the fees paid for the grant or as the case may be, for renewal of the licence shall be non-refundable.

4. The rates of wages payable to the workmen by the contractor shall not be less than the rates prescribed for the schedule of employment under the Minimum Wages Act 1948, where applicable and where the rates have been fixed by agreement, settlement or award, not less than the rates fixed.

5. In cases where the workmen employed the Contractor perform the same or similar kind of work as the workmen directly employed by the Principal Employer of

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establishment, the wage rates, holidays, hours of work and other conditions of service of the workmen of the contractor shall be the same as applicable to the workmen directly employed by the Principal Employer of the establishment on the same or similar kind of work: Provided that in the case of any disagreement with regard to the type of work the same shall be decided by the State Labour Commissioner whose decision shall be final.

6. In other cases the wage rates, holidays, hours of work and conditions of service of the workmen of the contractor shall be such as may be specified in this behalf by the State Labour Commissioner.

7. In every establishment where 20 or more women or ordinarily employed as contract labour 1 2 there shall be provided 2 rooms of reasonable dimensions for the use of their children under the age of six years. One of such rooms would be used as a play room for the children and the other as bed room or the children. For this purpose the contractor shall supply adequate number of toys and games in the play room and sufficient number of cots and beddings in the sleeping room. The standard of construction and maintenance of the creches may be such as may be specified in this behalf by the State Labour Commissioner

8.The licence shall notify any change in the number of workmen or the conditions of work to the Licensing Officer

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FORM VII

[See Rule 29 (2)]

APPLICATION FOR RENEWAL OF LICENCES

1. Name and address of the contractor
1A Names and addresses of workmen
2. Number and date of the licence
3. Date of expiry of the previous licence
4. Whether the licence of the contractor was suspended or revoked

Place: *Signature of the applicant*

Date:

(To be filled in office of the Licensing Officer)

Date of receipt of the application with Treasury Receipt No. and date.

Signature of the Licensing Officer

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FORM VI

[See Rule 25 (1)]

GOVERNMENT OF KERALA

Office of Licensing Officer

LICENCE

Dated:

Fee paid Rs.

Licence No.

Licence is hereby granted to under section 12 (1) of the Contract Labour Regulation and Abolition) Act, 1970, subject to the conditions specified in Annexure.

The licence shall remain in force till.....

Date:

Signature and seal of the Licensing Officer

RENEWAL

[Rule 29]

Date of Renewal	Fee paid for renewal	Date of expiry
1		
2		
3		

Signature and seal of the Licensing Officer.

Date:

ANNEXURE

The Licence is subject to the following conditions:

1. The licence shall be non-transferable. 2. The number of workmen employed as contract labour in the establishment shall not, on any day, exceed.

3. Except as provided in the rules the fees paid for the grant or as the case may be, for renewal of the licence shall be non-refundable.

4. The rates of wages payable to the workmen by the contractor shall not be less than the rates prescribed for the schedule of employment under the Minimum Wages Act 1948, where applicable and where the rates have been fixed by agreement, settlement or award, not less than the rates fixed.

5. In cases where the workmen employed the Contractor perform the same or similar kind of work as the workmen directly employed by the Principal Employer of

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establishment, the wage rates, holidays, hours of work and other conditions of service of the workmen of the contractor shall be the same as applicable to the workmen directly employed by the Principal Employer of the establishment on the same or similar kind of work: Provided that in the case of any disagreement with regard to the type of work the same shall be decided by the State Labour Commissioner whose decision shall be final.

6. In other cases the wage rates, holidays, hours of work and conditions of service of the workmen of the contractor shall be such as may be specified in this behalf by the State Labour Commissioner.

7. In every establishment where 20 or more women or ordinarily employed as contract labour 1 2 there shall be provided 2 rooms of reasonable dimensions for the use of their children under the age of six years. One of such rooms would be used as a play room for the children and the other as bed room or the children. For this purpose the contractor shall supply adequate number of toys and games in the play room and sufficient number of cots and beddings in the sleeping room. The standard of construction and maintenance of the creches may be such as may be specified in this behalf by the State Labour Commissioner

8.The licence shall notify any change in the number of workmen or the conditions of work to the Licensing Officer

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FORM I

KERALA BUILDING AND OTHER CONSTRUCTION WORKERS WELFARE BOARD

[See Rule 25 (1)]

Application for Registration of Establishments Employing Building Workers

1. Name and address of the Employer :
2. Name and location of the Establishment where building or other construction work is to be carried on :
3. Postal address of the Establishment :
4. Full name and permanent address, if any, of the Establishment :
5. Full name and address of the Manager or person responsible for the supervision and control of the Establishment :
6. Nature of building or other construction work carried is to be carried on in the Establishment :
7. Maximum number of building workers to be employed on any day :
8. Anticipated date of commencement of building or the other construction work :
9. Anticipated date of completion of the building or other construction work :

DECLARATION BY EMPLOYER

(1) I hereby declare that the particulars given above are true to the best of my knowledge and belief.

(2) I undertake to abide by the provisions of the building and other Construction Workers (R.E. & C.S.) Act and the Rules made thereunder.

Signature of the Employer or other authorised person

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FORM II

KERALA BUILDING AND OTHER CONSTRUCTION WORKERS WELFARE BOARD

[See Rule 28 (1)]

No. Date:

CERTIFICATE OF REGISTRATION

Certified that the Establishment with the particulars given below is registered under sub-section (3) of section 7 of the Building and Other Construction work (Regulation of Employment and conditions of Service) Act, 1996 and the Rules made thereunder.

1. Name and address of employer :
2. Postal Address/location where building or other construction work is to be carried on by the Employer :
3. Name and permanent address of the establishment :
4. Nature of work in which building workers are employed or are to be employed :
5. Maximum number of building workers to be employed on any day by the employer :
6. Probable date of commencement and completion of work :
7. Other particulars relevant to the employment of building workers :

Signature of Registering Officer
with Seal

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FORM A

THE INDIAN TRADE UNIONS ACT (ACT XVI OF 1926)

[See section 5 and Regulation 3]

APPLICATION FOR REGISTRATION OF TRADE UNIONS

Application dated…….

1. We hereby apply for the registration of a Trade Union under the name of…….
2. The address of the Head Office of the Union to which all communications and notices may be addressed is.....
3. The Union came into existence on the…….... day …….. of …… 19……..
4. The Union is a union of employees/workers engaged in the ……..... trade/or……..... in industry/or…… profession or……..
5. A copy of the rules of the Union duly subscribed as required by Section 4 of the Indian Trade Unions Act, 1926, is appended hereto.
6. The particulars required by section 5(1) (c) of the Indian Trade Unions Act, 1926, are given in Schedule I.
7. The particulars given in Schedule II show the provision made in the rules for the matters detailed in Section 6 of the Indian Trade Unions Act, 1926.
8. (To be struck out in the case of Unions which have not been in existence for one year before the date of application). The particulars required by Sections 5(2) of the Indian Trade Unions Act, 1926, are given in Schedule III.
9. We have been duly authorised to make this application by"

Name	Signature	Occupation	Address
1.			
2.			
3.			
4.			
5.			
6.			
7.			

* State here whether the authority to make this application was made by a "Resolution of a general meeting of the Trade Union", or if not, in what other way it was given.

To

The Registrar of Trade Unions

Place.....

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SCHEDULE I

LIST OF OFFICERS

Name of Trade Unions-

Title	Name	Age in years	Address	Occupation

The numbers of the rules making provisions for the several matters detailed in column (1) are given in column (2) below.

SCHEDULE II

REFERENCE TO RULES

Matter	Number of rules
(a) Name of Union	
(b) The whole of the objects for which the Union has been established	
(c) The whole of the purposes for which the general funds of the Union shall be applicable	
(d) The maintenance of a List of Members.	
(e) The facilities provided for the inspection of the List of Members by Officers and Members	
(f) The admission of ordinary members	
(g) The admission of Honorary or Temporary members.	
(h) The conditions under which members are entitled to benefits assured by the rules.	
(i) The conditions under which fines or forfeitures can be imposed or varied	
(1) The manner in which the rules shall be amended varied or rescinded	
(k) The manner in which the members of the executive and other officers of the Union shall be appointed and removed.	
(l) The safe custody of the funds	
(m) The annual audit of the accounts	
(n) The facilities for the inspection of account books by officers and members	
(o) The manner in which the Union may be dissolved	

SCHEDULE III

(This need not be filled in if the Union came into existence less than one year before the date of application for registration)

Statement of Liabilities and Assets on the …… day of 19….

Liabilities	Rs. Np.	Assets	Rs. Np.
Amount of general Fund		Cash	
Amount of political Fund		In hands of Secretary	
Loans from:-		In the…….Bank	
		In the…….Bank	
		Securities as per list below	

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Debts due to	Unpaid subscriptions due loans to-
Other liabilities (to be specified)	Immovable property Goods and furniture Other assets (to be specified)
Total Liabilities.	Total Assets

LIST OF SECURITIES

Particulars.	Nominal value.	Market value.	In hands of.

(Signed) 1.
2.
3.
4.
5.
6.
7.

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FORM B

THE INDIAN TRADE UNIONS ACT

(ACT XVI OF 1926)

[See section 9 and Regulation 6]

CERTIFICATE OF REGISTRATION OF TRADE UNION

No.

It is hereby certified that the…….. has been registered under the Indian Trade Unions Act 1926 (Act XVI of 1926), this the……. day of..... 19.....

Registrar of Trade Unions

Place…….

Place…….

Date

Seal

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FORM No. I

(See Rules 4 and 8]

APPLICATION FOR REGISTRATION AND GRANT OR RENEWAL OF CERTIFICATE OF REGISTRATION

1. Name of motor transport undertaking
2. Full address to which communications relating to the motor transport under- taking should be sent
3. Name and full address of the employer
4. Nature of motor transport service, e.g.city service, long distance passenger service, long distance freight service
5. Total Number of routes
6. Total number of motor transport vehicles on the date of application
7. Total number of motor transport workers on the rolls on the date of application
8. Maximum Number of motor transport workers employed on any day during the preceding year
9. Maximum number of motor transport workers proposed to be employed during the period of registration/ renewal
10. Full names and residential addresses of the-
    (i) proprietor and partners of the motor transport undertaking in case of a firm not registered under the Companies Act, 1956

    Or

    (ii) General Manager in case of public sector undertaking

Signature of the employer

Date

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FORM No. II

[See rule 5]

CERTIFICATE OF REGISTRATION TO WORK A MOTOR TRANSPORT UNDERTAKING

Registration No…….. Fee Rs……

Serial No ……..

Certificate of Registration is hereby granted to

……..to operate motor transport services employing not more than …… persons on any one day during the year subject to provisions of the Motor Transport Workers than. Act, 1961 and the Rules made thereunder.

The Certificate of Registration shall remain in force till the 31st day of December, 20……

The …… 19 ……. Chief Inspector/Inspector

Date of renewal	Date of expiry	Signature of the Chief Inspector

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FORM I

[See Rule 3 (1)]

APPLICATION FOR REGISTRATION OF ESTABLISHMENTS ESTABLISHMENTS EMPLOYING MIGRANT WORKMEN

1. Name and location of the establishment
2. Postal address of the establishment
3. Full name and address of the Principal employer
   (Furnish father's/ husband's name in the case of individuals)
4. Names and addresses of the directors/particulars of partners
   (in case of companies and firms)
5. Full name and address of the manager or person responsible
   for the supervision and control of the establishment
6. Name of work carried on in the establishment
7. Particulars of contractors and migrant workmen-
   a. Names and addresses of contractors.
   b. Nature of work for which, migrant workmen
      are to be recruited or are employed.
   c. Maximum number of migrant workmen to be
      employed on any day through each contractor
   d. Estimated date and commencement of work
      under each contractor
   e. Estimated date of termination of employment
      of migrant workmen under each contractor

I hereby declare that the particulars given above are true to the best of my knowledge and belief.

Principal Employer,
Seal and Stamp.

Office of the Registering Officer
Date of receipt of application

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FORM II

[See Rule 4 (1)]

CERTIFICATE OF REGISTRATION

Date……..

GOVERNMENT OF KERALA

OFFICE OF THE REGISTERING OFFICER

A certificate of registration containing the following particulars is hereby granted under clause (a) of sub-section (2) of section 4 of the Inter State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979 and the rules made thereunder to…….

1. Nature of work carried on in the establishment

2. Names and addresses of contractors

3. Nature of work for which migrant workmen are to be employed or are employed

4. Maximum number of migrant workmen to be employed on any day through each contractor

5. Other particulars relevant to the employment of migrant workmen

(i)

(ii)

Signature of Registering Officer with Seal.

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FORM V

Signature of the Licensing Officer

(See rule 7 (2)

APPLICATION FOR LICENCE FOR EMPLOYMENT

1. Name and address of the contractor (including his Father's/Husband's name in case of individuals)
2. Date of birth and age (in case of individuals)
3. Particulars of establishment where migrant workmen are to be employed-
    a. Name and address of the establishment
    b. Type of business, trade, industry, manufacture or occupation, which is carried on in the establishment
    c. Number and date of certificate of registration of the establishment under the Act.
    d. Name and address of the principal employer.
4. Particulars of migrant workmen-
    a. Nature of work in which migrant workmen are employed or are to be employed in the establishment.
    b. Duration of the proposed contract work (give particulars of proposed date of commencing and ending)
    c. Name and address of the agent or manager of the contractor at the work site
    d. Maximum number of migrant workmen proposed to be employed in the establishment on any date
    e. Names and addresses of the Directors/Partners (in case of companies and firms)
    f. Name (s) and address (s) of the person (s) in-charge of and responsible to the company/firm for the conduct of the business of the company/firm, as the case may be
5. Whether the contractor was convicted of any offence within the preceding five years? If so, give details
6. Whether there was any order against the contractor revoking or suspending licence or forfeiting security deposits in respect of an earlier contract ? If so, the date of such order
7. Whether the contractor has worked in any other establishment within the past five years? If so, give details of the principal employer. establishment, and nature of work
8. Whether a certificate by the principal employer in Form V is enclosed?

DECLARATION

I hereby declare that the details given above are correct to the best of my knowledge and belief.

Signature of the Applicant
(Contractor)

Place:

Date:

Note: The application should be accompanied by chalan receipt showing the payment of the prescribed fee and security deposit, if any, and a certificate Form VI from the principal employer.

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FORM VIII

[See rule 11 (1)]

GOVERNMENT OF KERALA

OFFICE OF LICENSING OFFICER

Licence No. Dated Fee paid Rs……..

LICENCE

1. Licence is hereby granted to under sub-section (1) of section 8 of the Inter-State Migrant Work- men (Regulation of Employment and Conditions of Service) Act, 1979 (Central Act 30 of 1979) subject to the conditions specified in the Annexure.

2. This licence is for doing the work of ..... (nature of work to be indicated) in the establishment of..... (name of principal employer to be indicated) at……..……(Place of work to be indicated).

The licence shall remain in force till …… (date to be indicated).

Signature and Seal of Licensing Officer

RENEWAL

[See rule 14]

Name and address of the Licensee	Number and date of licence	Fee paid for renewal	Date of renewal	Date of expiry
1.				
2.				
3.				

Date:

Signature and Seal of the Licencing Officer

The licence is subject to the following conditions, namely:-

1. The licence shall be non-transferrable.
2. The number of workmen employed as migrant workmen in the establishment shall not, on any day, exceed the maximum number specified in the application for licence.
3. Save as provided in the rules the fee paid for the grant, or, as the case may be, for renewal of licence shall be non-refundable.
4. The rates of wages payable to the migrant workmen by the contractor shall not be less than the rates prescribed under the Minimum Wage Act, 1948 for such employment where applicable, and where the rate have been fixed by agreement, settlement or award, not less than the rates so fixed.
5. (a) In cases where the migrant workmen employed by the contractor perform the same or similar kind of work as the workmen directly employed by the principal employer of the establishment, the wage rates, holidays, hours of work and other conditions of service of the migrant workmen of the contractor shall be the same as applicable to the workmen directly employed by the principal employer of the establishment on the same or similar kind of work.
   (b) In other cases the wage rates, holidays, hours of work and condition of service of the migrant workmen of the contractor shall be such as prescribed in these rules: Provided that in the case of any disagreement with regard to the type of work the same shall be decided by the appellate officer (Kerala State) whose decision shall be final.
6. Every migrant workman shall be entitled to allowances, benefits, facilities, etc., as prescribed in the Act and these rules.
7. No female migrant workman shall be employed by any contractor before 6 a.m. or after 7 p.m.
8. The contractor shall notify any change in the number of migrant workmen or the conditions of work to the licensing officer.
9. The contractor shall comply with all the provisions of the Act and these rules.
10. A copy of the licence shall be displayed prominently at the premises where the migrant workmen are employed: Provided that this clause shall not apply to the employment of female migrant workman in Pit head Baths, Creches and Canteens and as Midwives and Nurses in hospitals and dispensaries.

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FORM IX

[See rule 14 (2)]

APPLICATION FOR RENEWAL OF LICENCE

1. Name and address of the contractor
2. Number and date of the licence
3. Date of expiry of the previous licence
4. Whether the licence of the contractor was suspended or revoked

Place:

Date: *Signature of the Applicant*

(To be filled in the Office of the Licensing Officer)

Date of receipt of the application
with chalan number and date

Signature of the Licensing Officer

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FORM VIII

[See rule 11 (1)]

GOVERNMENT OF KERALA

OFFICE OF LICENSING OFFICER

Licence No. Dated Fee paid Rs……..

LICENCE

1. Licence is hereby granted to under sub-section (1) of section 8 of the Inter-State Migrant Work- men (Regulation of Employment and Conditions of Service) Act, 1979 (Central Act 30 of 1979) subject to the conditions specified in the Annexure.

2. This licence is for doing the work of ..... (nature of work to be indicated) in the establishment of..... (name of principal employer to be indicated) at……..……(Place of work to be indicated).

The licence shall remain in force till …… (date to be indicated).

Signature and Seal of Licensing Officer

RENEWAL

[See rule 14]

Name and address of the Licensee	Number and date of licence	Fee paid for renewal	Date of renewal	Date of expiry
1.				
2.				
3.				

Date:

Signature and Seal of the Licencing Officer

The licence is subject to the following conditions, namely:-

1. The licence shall be non-transferrable.
2. The number of workmen employed as migrant workmen in the establishment shall not, on any day, exceed the maximum number specified in the application for licence.
3. Save as provided in the rules the fee paid for the grant, or, as the case may be, for renewal of licence shall be non-refundable.
4. The rates of wages payable to the migrant workmen by the contractor shall not be less than the rates prescribed under the Minimum Wage Act, 1948 for such employment where applicable, and where the rate have been fixed by agreement, settlement or award, not less than the rates so fixed.
5. (a) In cases where the migrant workmen employed by the contractor perform the same or similar kind of work as the workmen directly employed by the principal employer of the establishment, the wage rates, holidays, hours of work and other conditions of service of the migrant workmen of the contractor shall be the same as applicable to the workmen directly employed by the principal employer of the establishment on the same or similar kind of work.
   (b) In other cases the wage rates, holidays, hours of work and condition of service of the migrant workmen of the contractor shall be such as prescribed in these rules: Provided that in the case of any disagreement with regard to the type of work the same shall be decided by the appellate officer (Kerala State) whose decision shall be final.
6. Every migrant workman shall be entitled to allowances, benefits, facilities, etc., as prescribed in the Act and these rules.
7. No female migrant workman shall be employed by any contractor before 6 a.m. or after 7 p.m.
8. The contractor shall notify any change in the number of migrant workmen or the conditions of work to the licensing officer.
9. The contractor shall comply with all the provisions of the Act and these rules.
10. A copy of the licence shall be displayed prominently at the premises where the migrant workmen are employed: Provided that this clause shall not apply to the employment of female migrant workman in Pit head Baths, Creches and Canteens and as Midwives and Nurses in hospitals and dispensaries.

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IV. REVENUE DEPARTMENT

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ഫാറം 5

(ചട്ടം 4 ഡി കാണുക)

2008-ലെ കേരള നെൽവയൽ-തണ്ണീർത്തട സംരക്ഷണ ചട്ടങ്ങൾ

(ഡാറ്റാ ബാങ്കിലെ ഉള്ളടക്കങ്ങൾ തിരുത്തുന്നതിനുള്ള അപേക്ഷ)

100 രൂപയുടെ കോർട്ട് ഫീ സ്റ്റാമ്പ് പതിക്കുക

1. അപേക്ഷകന്റെ പേരും മേൽവിലാസവും മൊബൈൽ ഫോൺ നമ്പരും :

2. ഉള്ളടക്കങ്ങൾ സംബന്ധിച്ച ആക്ഷേപം ബോധിപ്പിക്കുന്ന ഭൂമിയുടെ വിശദാംശങ്ങൾ

   (i) ജില്ല :

   (ii) താലൂക്ക് :

   (iii) വില്ലേജ് :

   (iv) ബ്ലോക്ക് നമ്പർ :

   (v) സർവ്വെ നമ്പർ :

   (vi) സബ് ഡിവിഷൻ നമ്പർ :

   (vii) വിസ്തീർണ്ണം (ഹെക്ടറിൽ) :

   (viii) തണ്ടപ്പേർ നമ്പർ :

3. ഭൂമി ഉൾപ്പെട്ടുവരുന്ന തദ്ദേശ സ്വയംഭരണ സ്ഥാപനം :

4. ഡാറ്റാ ബാങ്ക് പ്രദർശിപ്പിച്ച തീയതി :

5. ഡാറ്റാ ബാങ്കിൽ മാറ്റം വരുത്തേണ്ട സാഹചര്യം :

6. ഹാജരാക്കുന്ന രേഖകളുടെ വിശദാംശങ്ങൾ :

മേൽ പ്രസ്താവിച്ച വസ്തുതകൾ എന്റെ അറിവിലും വിശ്വാസത്തിലും പെട്ടിടത്തോളം ശരിയും സത്യവുമാണെന്ന് ഇതിനാൽ ഞാൻ സത്യപ്രസ്താവന ചെയ്തുകൊള്ളുന്നു.

അപേക്ഷകന്റെ പേര് :

സ്ഥലം :

തീയതി :

ഒപ്പ് :

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ഫാറം 6

[ചട്ടം 12(1) കാണുക]

2008-ലെ കേരള നെൽവയൽ-തണ്ണീർത്തട സംരക്ഷണ ചട്ടങ്ങൾ

(20.2 ആറിൽ കുറവ് വിസ്തീർണ്ണമുള്ള വിജ്ഞാപനം ചെയ്യപ്പെടാത്ത ഭൂമിയുടെ സ്വഭാവ വ്യതിയാനം വരുത്തുന്നതിനുള്ള അപേക്ഷ)

1. അപേക്ഷകന്റെ പേരും മേൽവിലാസവും മൊബൈൽ ഫോൺ നമ്പരും :

2. സ്വഭാവ വ്യതിയാനം വരുത്തേണ്ട ഭൂമിയുടെ വിശദാംശങ്ങൾ :

(അപേക്ഷകന്റെ ഉടമസ്ഥതയിലോ കൈവശത്തിലോ വിവിധ സർവ്വെ നമ്പരുകളിലായി ഒന്നായിക്കിടക്കുന്ന ഭൂമിയുടെ വിവരങ്ങൾ വിശദമായി ചേർക്കുക)

(i) ജില്ല :

(ii) താലൂക്ക് :

(iii) വില്ലേജ് :

(iv) ബ്ലോക്ക് നമ്പർ :

(v) സർവ്വെ നമ്പർ :

(vi) സബ് ഡിവിഷൻ നമ്പർ :

(vii) ആകെ വിസ്തീർണ്ണം : .....ഹെക്ടർ .....ആർ

(viii) സ്വഭാവ വ്യതിയാനം വരുത്തേണ്ട ഭൂമിയുടെ വിസ്തീർണ്ണം : .....ഹെക്ടർ .....ആർ

(ix) തണ്ടപ്പേർ നമ്പർ/നമ്പരുകൾ :

3. മുൻ കാലങ്ങളിൽ സ്വഭാവ വ്യതിയാനത്തിനായി അനുമതി ലഭിച്ചിട്ടുണ്ടെങ്കിൽ ആയതിന്റെ വിശദാംശങ്ങൾ (റവന്യൂ ഡിവിഷണൽ ഓഫീസ് ഉത്തരവിന്റെ പകർപ്പ് ഉള്ളടക്കം ചെയ്യുക) :

4. സ്വഭാവ വ്യതിയാനം വരുത്തേണ്ടതിന്റെ ആവശ്യം :

(എ) ഭവന നിർമ്മാണത്തിന് :

(ബി) വാണിജ്യാവശ്യത്തിന് :

(സി) മറ്റ് ആവശ്യങ്ങൾക്ക് (വ്യക്തമാക്കുക) :

5. ഫീസ് നൽകിയതിന്റെ നമ്പരും തീയതിയും :

6. നിർമ്മിക്കുവാൻ/പുനർ നിർമ്മിക്കുവാൻ/ വിപുലീകരിക്കുവാൻ ഉദ്ദേശിക്കുന്ന കെട്ടിടത്തിന്റെ വിസ്തീർണ്ണം :

മേൽ പ്രസ്താവിച്ച വസ്തുതകൾ എന്റെ അറിവിലും വിശ്വാസത്തിലും പെട്ടിടത്തോളം ശരിയും സത്യവുമാണെന്ന് ഞാൻ ഇതിനാൽ സത്യപ്രസ്താവന ചെയ്തുകൊള്ളുന്നു.

സ്ഥലം :
തീയതി :

അപേക്ഷകന്റെ പേര് :
ഒപ്പ് :

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ഫാറം 7

[ചട്ടം 12(1) കാണുക]

2008-ലെ കേരള നെൽവയൽ-തണ്ണീർത്തട സംരക്ഷണ ചട്ടങ്ങൾ

(വിജ്ഞാപനം ചെയ്യപ്പെടാത്തതും 20.23 ആറോ അതിൽ കൂടുതലോ വിസ്തീർണ്ണമുള്ളതുമായ ഭൂമിയുടെ സ്വഭാവ വ്യതിയാനം വരുത്തുന്നതിനുള്ള അപേക്ഷ)

1. അപേക്ഷകന്റെ പേരും മേൽവിലാസവും മൊബൈൽ ഫോൺ നമ്പരും :

2. സ്വഭാവ വ്യതിയാനം വരുത്തേണ്ട ഭൂമിയുടെ വിശദാംശങ്ങൾ (അപേക്ഷകന്റെ ഉടമസ്ഥതയിലോ കൈവശത്തിലോ വിവിധ സർവ്വെ നമ്പരുകളിലായി ഒന്നായിക്കിടക്കുന്ന ഭൂമിയുടെ വിവരങ്ങൾ വിശദമായി ചേർക്കുക) :

(i) ജില്ല :

(ii) താലൂക്ക് :

(iii) വില്ലേജ് :

(iv) ബ്ലോക്ക് നമ്പർ :

(v) സർവ്വെ നമ്പർ :

(vi) സബ് ഡിവിഷൻ നമ്പർ :

(vii) ആകെ വിസ്തീർണ്ണം : .....ഹെക്ടർ .....ആർ
സ്വഭാവ വ്യതിയാനം വരുത്തേണ്ട ഭൂമിയുടെ വിസ്തീർണ്ണം : .....ഹെക്ടർ .....ആർ

(viii) തണ്ടപ്പേർ നമ്പർ/നമ്പരുകൾ :

3. മുൻ കാലങ്ങളിൽ സ്വഭാവ വ്യതിയാനത്തിനായി അനുമതി ലഭിച്ചിട്ടുണ്ടെങ്കിൽ ആയതിന്റെ വിശദാംശങ്ങൾ (റവന്യൂ ഡിവിഷണൽ ഓഫീസറുടെ ഉത്തരവിന്റെ പകർപ്പ് ഉള്ളടക്കം ചെയ്യുക) :

4. സ്വഭാവ വ്യതിയാനം വരുത്തേണ്ടതിന്റെ ആവശ്യം :

(എ) ഭവന നിർമ്മാണത്തിന് :

(ബി) വാണിജ്യാവശ്യത്തിന് :

(സി) മറ്റ് ആവശ്യങ്ങൾക്ക് (വ്യക്തമാക്കുക) :

5. സ്വഭാവ വ്യതിയാനം വരുത്തുന്ന ഭൂമിയിൽ ജല സംരക്ഷണ നടപടികൾക്കായി മാറ്റി വച്ച ഭൂമിയുടെ വിശദാശങ്ങൾ

(i) ബ്ലോക്ക് നമ്പർ :

(ii) സർവ്വെ നമ്പർ :

(iii) സബ് ഡിവിഷൻ നമ്പർ :

(iv) വിസ്തീർണ്ണം : .....ഹെക്ടർ .....ആർ

6. സ്വീകരിക്കാൻ ഉദ്ദേശിക്കുന്ന ജലസംരക്ഷണ നടപടികളുടെ സംക്ഷിപ്ത രൂപം (ആവശ്യമുള്ളപക്ഷം അധിക ഷീറ്റുകൾ ഉപയോഗിക്കാവുന്നതാണ്.) :

7. ഫീസ് നൽകിയതിന്റെ രസീത് നമ്പരും തീയതിയും :

8. നിർമ്മിക്കുവാൻ/പുനർ നിർമ്മിക്കുവാൻ/ വിപുലീകരിക്കുവാൻ ഉദ്ദേശിക്കുന്ന കെട്ടിടത്തിന്റെ വിസ്തീർണ്ണം :

മേൽ പ്രസ്താവിച്ച വസ്തുതകൾ എന്റെ അറിവിലും വിശ്വാസത്തിലും പെട്ടിടത്തോളം ശരിയും സത്യവുമാണെന്ന് ഞാൻ ഇതിനാൽ സത്യപ്രസ്താവന ചെയ്തുകൊള്ളുന്നു.

സ്ഥലം :
തീയതി :

അപേക്ഷകന്റെ പേര് :
ഒപ്പ് :

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ഫാറം 9

[ചട്ടം 12(13) കാണുക]

2008-ലെ കേരള നെൽവയൽ-തണ്ണീർത്തട സംരക്ഷണ ചട്ടങ്ങൾ

(1967 ജൂലൈ 4-ന് മുമ്പ് നികത്തിയതോ നികന്നതോ ആയ ഭൂമിയുടെ റവന്യൂ രേഖകളിൽ തരം മാറ്റുന്നതിനുള്ള അപേക്ഷ)

1. അപേക്ഷകന്റെ പേരും മേൽവിലാസവും മൊബൈൽ ഫോൺ നമ്പരും :

2. ഭൂമിയുടെ വിശദാംശങ്ങൾ :

   (i) ജില്ല :

   (ii) താലൂക്ക് :

   (iii) വില്ലേജ് :

   (iv) ബ്ലോക്ക് നമ്പർ :

   (v) സർവ്വെ നമ്പർ :

   (vi) സബ് ഡിവിഷൻ നമ്പർ :

   (vii) വിസ്തീർണ്ണം : .....ഹെക്ടർ .....ആർ

   (viii) തണ്ടപ്പേർ നമ്പർ :

3. ഭൂമി നികത്തിയതോ നികന്നതോ ആയ കാലയളവ് :

4. ഹാജരാക്കുന്ന രേഖകളുടെ വിവരം :

മേൽ പ്രസ്താവിച്ച വസ്തുതകൾ എന്റെ അറിവിലും വിശ്വാസത്തിലും പെട്ടിടത്തോളം ശരിയും സത്യവുമാണെന്ന് ഇതിനാൽ ഞാൻ സത്യപ്രസ്താവന ചെയ്തുകൊള്ളുന്നു.

സ്ഥലം :
തീയതി :

അപേക്ഷകന്റെ പേര് :
ഒപ്പ് :

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നടപടിക്രമം

(ഹാജർ: -------. ഐ.എ.എസ്.)

വിഷയം: കേരളാ നെൽവയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018 - ------ എന്നവരുടെ സ്ഥലം ഡാറ്റാ ബാങ്കിൽ നിന്നും ഒഴിവാക്കുന്നത് - സംബന്ധിച്ച്

സൂചന:1. ----- . എന്നവരുടെ അപേക്ഷ

2. കേരളാ നെൽവയൽ തണ്ണീർ ത്തട സംരക്ഷണ (ഭേദഗതി) നിയമം 2018

3. --- കൃഷി ഓഫീസരുടെ ----- നമ്പർ പെർഫോർമ റിപ്പോർട്ട്

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RDOTLY/---/-----K K. Dis #ApprovedDate#

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---- താലൂക്ക് കോളാരി അംശം ---- ദേശത്ത് റീ.സ ----- ൽ പ്പെട്ടതും ---- എന്നവർ കൈവശം വെച്ചു വരുന്നതുമായ ------- ഹെക്ടർ ഭൂമി ഡാറ്റാ ബാങ്കിൽ നിന്നും ഒഴിവാക്കുന്നതിന് വേണ്ടി **100/-** രൂപ കോർട്ട് ഫീ സ്റ്റാമ്പ് പതിപ്പിച്ച് സൂചന 1 പ്രകാരം ടിയാൻ സമർപ്പിച്ച ഫോം 5 ഹരജിയിന്മേൽ പ്രസ്തുത വിഷയം സംബന്ധിച്ച് വിശദമായ റിപ്പോർട്ട് സമർപ്പിക്കുവാൻ ----- കൃഷി ഓഫീസർക്ക് നിർദ്ദേശം നല്കുകയും ആയത് അനുസരിച്ച് സൂചന **3** പ്രകാരം കൃഷി ഓഫീസർ വിശദമായ റിപ്പോർട്ടു സമർപ്പിക്കുകയും ചെയ്തിട്ടുണ്ട്.

പ്രസ്തുത റിപ്പോർട്ട് പരിശോധിച്ചതിൽ നിന്നും ----- വർഷം പ്രായമുള്ള വീട് ഉണ്ടെന്നും, --- വർഷം പ്രായമുള്ള മറ്റ് വൃക്ഷങ്ങൾ ഉണ്ടെന്നും വസ്തു കൃഷി ഇടങ്ങളുമായോ തണ്ണീർത്തടങ്ങളുമായോ അതിർത്തി പങ്കിടുന്നില്ല എന്നും വസ്തുവിന്റെ **Lat. ------, Long.------**എന്നിവയാണെന്നും വസ്തു ഡാറ്റാ ബാങ്കിൽ നിന്നും ഒഴിവാക്കേണ്ടതാണെന്നും ----- കൃഷി ഓഫീസർ റിപ്പോർട്ട് ചെയ്തിട്ടുള്ളതാണ് . തുടർന്നു ഈ കാര്യാലയത്തിൽ നിന്നും നടത്തിയ സ്ഥല പരിശോധനയിലും കൃഷി ഓഫീസർ റിപ്പോർട്ട് ചെയ്ത പ്രകാരം ഡാറ്റാ ബാങ്കിൽ നിന്ന് നീക്കം ചെയ്യാവുന്ന ഭൂമിയാണെന്ന് ബോധ്യപ്പെട്ടിട്ടുള്ളതാണ്.

മേൽ സാഹചര്യത്തിൽ കേരളാ നെൽവയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018 ലെ വിജ്ഞാപനം ചെയ്യപ്പെട്ട ചട്ടങ്ങളിലെ ചട്ടം 4(എഫ്) അനുശാസിക്കും പ്രകാരം ---- താലൂക്ക് കോളാരി അംശം ---- ദേശത്ത് റീ.സ ----- ൽ പ്പെട്ടതും ---- എന്നവർ കൈവശം വെച്ചു വരുന്നതുമായ ------- ഹെക്ടർ ഭൂമി താഴെ പറയുന്ന ഉപാധികളോടെ ഡാറ്റാ ബാങ്കിൽ നിന്നും ഒഴിവാക്കിക്കൊണ്ട് ഇതിനാൽ ഉത്തരവാകുന്നു.

- ഉത്തരവിൽ പരാമർശിച്ചിട്ടുള്ള വിസ്തീർണ്ണത്തിൽ കൂടുതൽ ഭൂമി യാതൊരു കരണവശാലും ഡാറ്റാ ബാങ്കിൽ നിന്നും ഒഴിവാക്കുന്നതല്ല
- ടി ഭൂമിയിൽ നിർമ്മാണപ്രവർത്തനങ്ങൾ നടത്തുന്നതിന് ബന്ധപ്പെട്ട വകുപ്പുകളുടെ അനുമതി തേടേണ്ടതാണ്

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സ്വീകർത്താവ്

പകർപ്പ്

1.കൃഷി ഓഫീസർ, ----- (അറിവിലേക്കായി)

2.സെക്രട്ടറി, ----- മുനിസിപ്പാലിറ്റി (ഗസറ്റ് വിജ്ഞാപനം ചെയ്യുന്നതിനുള്ള നടപടി സ്വീകരിക്കുന്നതിന്)

3.വില്ലേജ് ഓഫീസർ, ------ (കക്ഷിക്ക് നടത്തി മടക്കുന്നതിനായി)

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നടപടിക്രമം

(ഹാജർ: -------- ഐ.എ.എസ്.)

വിഷയം: കേരളാ നെൽവയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018 - ശ്രീ. _____ എന്നവരുടെ അപേക്ഷയിൽ തരം മാറ്റം അനുവദിച്ചുത്തരവാകുന്നത് - സംബന്ധിച്ച്

സൂചന:1. ശ്രീ. _____ എന്നവരുടെ _____ തിയ്യതിയിലെ അപേക്ഷ

2. കേരളാ നെൽവയൽ തണ്ണീർ ത്തട സംരക്ഷണ (ഭേദഗതി) നിയമം 2018

3. കേരളാ നെൽവയൽ തണ്ണീർ ത്തട സംരക്ഷണ (രണ്ടാം ഭേദഗതി) നിയമം 2021.

3. _____ വില്ലേജ് ഓഫീസറുടെ _____ ലെ ____ നമ്പർ പെർഫോർമ റിപ്പോർട്ട്

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RDOTLY/----/----K D. Dis #ApprovedDate#

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_____ അംശം _____ദേശത്ത് റീ.സ _____ ൽപ്പെട്ടതും ശ്രീ. _____ എന്നവർ _____ എന്നീ നമ്പർ ആധാര പ്രകാരം കൈവശം വെച്ചുവരുന്നതുമായ _____ ആർ ഭൂമി തരം മാറ്റുന്നതിനുവേണ്ടി 1000/- രൂപ (ആയിരം രൂപ മാത്രം) ട്രഷറിയിൽ ഒടുക്കി സൂചന 1 പ്രകാരം ടിയാൻ സമർപ്പിച്ച ഹരജിയിന്മേൽ പ്രസ്തുത വിഷയം സംബന്ധിച്ച് വിശദമായ റിപ്പോർട്ട് സമർപ്പിക്കുവാൻ മൊകേരി വില്ലേജ് ഓഫീസർക്ക് നിർദ്ദേശം നല്കുകയും ആയത് അനുസരിച്ച് സൂചന 2 പ്രകാരം വില്ലേജ് ഓഫീസർ വിശദമായ റിപ്പോർട്ട് സമർപ്പിക്കുകയും ചെയ്തിട്ടുണ്ട്.

പ്രസ്തുത റിപ്പോർട്ട് പരിശോധിച്ചതിൽ നിന്നും പ്രസ്തുത സ്ഥലം ഡാറ്റാ ബാങ്കിൽ ഉൾപ്പെട്ടതല്ല എന്നും സമീപ പ്രദേശങ്ങളിൽ വെള്ളക്കെട്ടുകളോ നെൽവയലുകളോ ഇല്ല എന്നും നിർമ്മാണ പ്രവൃത്തി പരിസ്ഥിതിയെയും നെൽകൃഷിയേയും പ്രതികൂലമായി ബാധിക്കുകയില്ല എന്നും ബോധ്യപ്പെട്ടിട്ടുള്ളതായും, അപേക്ഷകൻ അപേക്ഷയോടൊപ്പം ഹാജരാക്കിയ സത്യവാങ് മൂലത്തിൽ രേഖപ്പെടുത്തിയിട്ടുള്ള വസ്തു മാത്രമേ അപേക്ഷകൻ കൈവശമുള്ളൂ എന്നും, ആയത് 25 സെന്റിൽ അധികരിക്കുന്നില്ല എന്നും, _____ എന്നീ നമ്പർ ആധാര പ്രകാരമാണ് അപേക്ഷ വസ്തു കൈവശം വയ്ക്കുന്നതെന്നും 30/12/2017 നു അപേക്ഷകൻ കൈവശം 25 സെന്റിൽ താഴെ ഭൂമി മാത്രമേ ഉള്ളൂ എന്നും, വില്ലേജ് ഓഫീസിൽ സൂക്ഷിച്ചിട്ടുള്ള ഫോറം 8, 10 എന്നീ രജിസ്റ്ററുകൾ പരിശോധിച്ചതിൽ അപേക്ഷകൻ ഇതേ വസ്തു തരം മാറ്റുന്നതിന് 25/02/2021 നു മുമ്പ് അപേക്ഷ സമർപ്പിച്ചിട്ടില്ല എന്ന് ബോധ്യപ്പെട്ടിട്ടുള്ളതും സൌജന്യ നിരക്കിൽ തരം മാറ്റം അനുവദിക്കാവുന്നതാണെന്നും വില്ലേജ് ഓഫീസർ റിപ്പോർട്ട് ചെയ്തിട്ടുണ്ട്.

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മേൽ സാഹചര്യത്തിൽ പ്രസ്തുത സ്ഥലം ഡാറ്റാ ബാങ്കിൽ ഉൾപ്പെടാത്തതിനാലും കേരളാ നെൽവയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018 ന്റെ പരിധിയിൽപ്പെടുന്നതിനാലും ഈ നിയമത്തിലെ സെക്ഷൻ 27(A) വകുപ്പിലെ ഉപവകുപ്പ് 2 അനുശാസിക്കും പ്രകാരം മൊകേരി അംശം ദേശത്ത് റീ.സ _____ ൽപ്പെട്ടതും ശ്രീ. _____ എന്നവർ _____ എന്നീ നമ്പർ ആധാര പ്രകാരം കൈവശം വെച്ചുവരുന്നതുമായ _____ ആർ ഭൂമി കേരളാ നെൽ വയൽ തണ്ണീർത്തട സംരക്ഷണ (രണ്ടാം ഭേദഗതി) നിയമം 2021 പ്രകാരം താഴെ പറയുന്ന ഉപാധികളോടെ സൌജന്യ നിരക്കിൽ ഭൂമിയുടെ തരം മാറ്റിക്കൊണ്ട് ഇതിനാൽ ഉത്തരവാകുന്നു.

- ഉത്തരവിന്റെ കൂടെ ഉള്ളടക്കം ചെയ്യുന്ന സ്കെച്ചിൽ പരാമർശിച്ചിട്ടുള്ള വിസ്തീർണ്ണത്തിൽ കൂടുതൽ ഭൂമി യാതൊരു കാരണവശാലും പരിവർത്തനപ്പെടുത്താനോ തരം മാറ്റാനോ പാടുള്ളതല്ല
- **മേൽ ഉത്തരവ് പ്രകാരം 3000 ചതുരശ്ര അടി വരെയുള്ള കെട്ടിട നിർമ്മാണത്തിനുള്ള പരിവർത്തനം നടത്തുന്നതിനാണ് അനുമതി നല്കിയിട്ടുള്ളത് ആയതിനു മുകളിലുള്ള ഓരോ ചതുരശ്ര അടിക്കും 100 രൂപ നിരക്കിൽ 0029-00-800-88** receipts collected under rule 12(9) of kerala conservation of paddy land and wet land (amend) act 2018 **എന്ന ശീർഷകത്തിൽ പണമൊടുക്കുവാൻ കക്ഷി ബാധ്യസ്ഥനാണ്.**
- നിർമ്മാണപ്രവർത്തങ്ങൾ സമീപത്തുള്ള കൃഷിക്കോ കൃഷി സ്ഥലങ്ങൾക്കോ യാതൊരു ദോഷവും വരുത്തുവാൻ പാടുള്ളതല്ല .
- പരിവർത്തനം സമീപ കൈവശങ്ങളിലേക്കുള്ള വെള്ളത്തിന്റെ ഒഴുക്ക് യാതൊരു കരണവശാലും തടസ്സപ്പെടുത്തുവാന് പാടില്ല , കൂടാതെ മണ്ണ് നിക്ഷേപിക്കുമ്പോൾ വെള്ളക്കെട്ട് രൂപപ്പെടുന്ന സാഹചര്യവും ഉണ്ടാവാൻ പാടുള്ളതല്ല .
- **തരംമാറ്റ ഉത്തരവ് ഹാജരാക്കുന്ന മുറയ്ക്ക് നിർമ്മിക്കുവാൻ ഉദ്ദേശിക്കുന്ന കെട്ടിടത്തിന്റെ തറ വിസ്തീർണ്ണം 3000 സ്കയർ ഫീറ്റിൽ കൂടുന്നപക്ഷം, 3000 സ്കയർ ഫീറ്റിൽ അധികമായി വരുന്ന വിസ്തീർണത്തിന്റെ തുക കണക്കാക്കി ആയത് ഈടാക്കിയതിന് ശേഷം മാത്രമേ പഞ്ചായത്ത്/മുനിസിപ്പാലിറ്റി സെക്രട്ടറിമാർ കെട്ടിട നിർമ്മാണ അനുമതി നല്കുവാൻ പാടുള്ളൂ എന്നും ഉത്തരവാകുന്നു.**
- മേൽ പറഞ്ഞ നിബന്ധനകൾ ലംഘിക്കുകയോ താങ്കൾ സമർപ്പിച്ച സത്യവാങ് മൂലത്തിലെ വിവരങ്ങൾ തെറ്റാണെന്നു ബോധ്യപ്പെടുകയോ ചെയ്യുന്ന പക്ഷം ടി ഉത്തരവ് റദ്ദ് ചെയ്യുന്നതിനുള്ള അധികാരം ഈ ഓഫീസിന് ഉണ്ടായിരിക്കുന്നതാണ്.

സ്വീകർത്താവ്,
ശ്രീ. _____

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പകർപ്പ്:
1.തഹസിൽദാർ , _____ (തരം മാറ്റം അനുവദിച്ച ഭൂമി വില്ലേജ് റിക്കാർഡുകളിൽ രേഖപ്പെടുത്തി നാളതീകരിച്ചു സൂക്ഷിക്കേണ്ടതാണ്.
2.സെക്രട്ടറി, _____ (കെട്ടിട വിസ്തീർണ്ണം അധികരിക്കുന്ന പക്ഷം പണമൊടുക്കുന്നതിന് കക്ഷിക്ക് നിർദേശം നൽകേണ്ടതാണ്)
3. വില്ലേജ് ഓഫീസർ , _____ (കക്ഷിക്ക് നടത്തി മടക്കേണ്ടതാണ്)

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നടപടിക്രമം

(ഹാജർ: ---------- . ഐ.എ.എസ്.)

വിഷയം: കേരളാ നെൽവയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018- ---------- എന്നവരുടെ അപേക്ഷയിൽ തരം മാറ്റം അനുവദിച്ചുത്തരവാകുന്നത് -സംബന്ധിച്ച്

സൂചന:1. ------- എന്നവരുടെ അപേക്ഷ

2. കേരളാ നെൽവയൽ തണ്ണീർ ത്തട സംരക്ഷണ (ഭേദഗതി) നിയമം 2018

3. ------- വില്ലേജ് ഓഫീസരുടെ ----- ലെ ------- നമ്പർ പെർഫോർമ റിപ്പോർട്ട്

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RDOTLY/1228/2019-K #ApprovedDate#

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പ്രസ്തുത റിപ്പോർട്ട് പരിശോധിച്ചതിൽ നിന്നും പ്രസ്തുത സ്ഥലം ഡാറ്റാ ബാങ്കിൽ ഉൾപ്പെട്ടതല്ല എന്നും സമീപ പ്രദേശങ്ങളിൽ വെള്ളക്കെട്ടുകളോ നെൽവയലുകളോ ഇല്ല എന്നും നിർമ്മാണ പ്രവൃത്തി പരിസ്ഥിതിയെയും നെൽകൃഷിയേയും പ്രതികൂലമായി ബാധിക്കുകയില്ല എന്നും ബോധ്യപ്പെട്ടിട്ടുണ്ട് .

അപേക്ഷ പ്രകാരം ടിയാന് ---- ആർ ഭൂമി ഉണ്ടെന്നും ആയതിൽ --- ആർ ഭൂമി മുഴുവനും തരം മാറ്റണമെന്നും ആവശ്യപ്പെട്ടതിന്റെ അടിസ്ഥാനത്തിൽ റവന്യൂ ഡിവിഷണൽ ഓഫീസരുടെ RDOTLY/---/----K Dt. --/--/---, നമ്പർ നിർദ്ദേശ പ്രകാരം ----/- രൂപയും (--------- രൂപ മാത്രം) --- സബ് ട്രഷറിയിൽ --/--/-- തീയതിയിൽ KL0--------M നമ്പർ ചലാനായി ഒടുക്കിയിട്ടുണ്ട്.

മേൽ സാഹചര്യത്തിൽ പ്രസ്തുത സ്ഥലം ഡാറ്റാ ബാങ്കിൽ ഉൾപ്പെടാത്തതിനാലും കേരളാ നെൽവയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018 ന്റെ പരിധിയിൽപ്പെടുന്നതിനാലും ഈ നിയമത്തിലെ സെക്ഷൻ 27(A) വകുപ്പിലെ ഉപവകുപ്പ് 3 അനുശാസിക്കും പ്രകാരം ------- അംശം ------ ദേശത്ത് റീ.സ ------ എന്നിവയിൽപ്പെട്ടതും -------- എന്നവർ കൈവശം വെച്ചുവരുന്നതുമായ ------- ആർ ഭൂമി കേരളാ നെൽ വയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018 പ്രകാരം താഴെ പറയുന്ന ഉപാധികളോടെ നിലവിലുള്ള ഭൂമിയുടെ തരം മാറ്റിക്കൊണ്ട് ഇതിനാൽ ഉത്തരവാകുന്നു.

- ഉത്തരവിന്റെ കൂടെ ഉള്ളടക്കം ചെയ്യുന്ന സ്കെച്ചിൽ പരാമർശിച്ചിട്ടുള്ള വിസ്തീർണ്ണത്തിൽ കൂടുതൽ ഭൂമി യാതൊരു കരണവശാലും പരിവർത്തനപ്പെടുത്താനോ തരം മാറ്റാനോ പാടുള്ളതല്ല
- **മേൽ ഉത്തരവ് പ്രകാരം ----- ചതുരശ്ര അടി വരെയുള്ള കെട്ടിട നിർമ്മാണത്തിനുള്ള പരിവർത്തനം നടത്തുന്നതിനാണ്**

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അനുമതി നല്കിയിട്ടുള്ളത് ആയതിനു മുകളിലുള്ള ഓരോ ചതുരശ്ര അടിക്കും 100 രൂപ നിരക്കിൽ 0029-00-800-88 receipts collected under rule 12(9) of kerala conservation of paddy land and wet land (amend) act 2018 എന്ന ശീർഷകത്തിൽ പണമൊടുക്കുവാൻ കക്ഷി ബാധ്യസ്ഥനാണ്.

- നിർമ്മാണപ്രവർത്തങ്ങൾ സമീപത്തുള്ള കൃഷിക്കോ കൃഷി സ്ഥലങ്ങൾക്കോ യാതൊരു ദോഷവും വരുത്തുവാൻ പാടുള്ളതല്ല .
- പരിവർത്തനം സമീപ കൈവശങ്ങളിലേക്കുള്ള വെള്ളത്തിന്റെ ഒഴുക്ക് യാതൊരു കരണവശാലും തടസ്സപ്പെടുത്തുവാന് പാടില്ല , കൂടാതെ മണ്ണ് നിക്ഷേപിക്കുമ്പോൾ വെള്ളക്കെട്ട് രൂപപ്പെടുന്ന സാഹചര്യവും ഉണ്ടാവാൻ പാടുള്ളതല്ല .

- **തരംമാറ്റ ഉത്തരവ് ഹാജരാക്കുന്ന മുറയ്ക്ക് നിർമ്മിക്കുവാൻ ഉദ്ദേശിക്കുന്ന കെട്ടിടത്തിന്റെ തറ വിസ്തീർണ്ണം ----- ചതുരശ്ര അടി കൂടുന്നപക്ഷം, ----- ചതുരശ്ര അടി അധികമായി വരുന്ന വിസ്തീർണത്തിന്റെ തുക കണക്കാക്കി ആയത് ഈടാക്കിയതിന് ശേഷം മാത്രമേ പഞ്ചായത്ത്/മുനിസിപ്പാലിറ്റി സെക്രട്ടറിമാർ കെട്ടിട നിർമ്മാണ അനുമതി നല്കുവാൻ പാടുള്ളൂ എന്നും ഉത്തരവാകുന്നു.**

- **തരം മാറ്റം അനുവദിച്ച വസ്തുവിൽ ജല സംരക്ഷണത്തിനായി മാറ്റിവച്ച ---- ആർ ഭൂമിയിൽ ജല സംരക്ഷണത്തിനായുള്ള കുളം നിർമ്മിച്ചതിന് ശേഷം ആയതിന് കൃഷി ഓഫീസറിൽ നിന്നും സാക്ഷ്യപത്രം വാങ്ങിയതിന് ശേഷം മാത്രമേ തരം മാറ്റം അനുവദിച്ച ബാക്കിയുള്ള ഭൂമിയിൽ മറ്റ് നിർമ്മാണ പ്രവർത്തനങ്ങൾ നടത്താൻ പാടുള്ളൂ.**

- **ജലസംരക്ഷണ നടപടികൾക്കായി മാറ്റിവച്ച ഭൂമി ഭാവിയിൽ മറ്റ് ആവശ്യങ്ങൾക്ക് ഉപയോഗിക്കുന്നതോ നിഷ്ക്രിയമായി വയ്ക്കുന്നതോ ശ്രദ്ധയിൽ പെടുന്ന പക്ഷം പരിവർത്തന ഉത്തരവ് റദ്ദ് ചെയ്യുന്നതായിരിക്കും.**

- മേൽ പറഞ്ഞ നിബന്ധനകൾ ലംഘിക്കുന്ന പക്ഷം യാതൊരു മുന്നറിയിപ്പും കൂടാതെ നിലവിലുള്ള ഉത്തരവ് റദ്ദ് ചെയ്യുന്നതുമായിരിക്കും .

സ്വീകർത്താവ്,

പകർപ്പ്:

1.തഹസിൽദാർ , ----- (തരം മാറ്റം അനുവദിച്ച ഭൂമി വില്ലേജ് റിക്കാർഡുകളിൽ രേഖപ്പെടുത്തി നാളതീകരിച്ചു സൂക്ഷിക്കേണ്ടതാണ്. കൂടാതെ പരിവർത്തനം അനുവദിച്ച വസ്തുവിൽ ജലസംരക്ഷണത്തിനായി നീക്കിവച്ച

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വസ്തു പ്രത്യേകം സബ് ഡിവിഷൻ ചെയ്ത് ആയത് തണ്ണീർത്തടമായി റിക്കാർഡിൽ രേഖപ്പെടുത്തേണ്ടതാണ്.

2.സെക്രട്ടറി, ----- ഗ്രാമ പഞ്ചായത്ത് (കെട്ടിട വിസ്തീർണ്ണം അധികരിക്കുന്ന പക്ഷം പണമൊടുക്കുന്നതിന് കക്ഷിക്ക് നിർദേശം നൽകേണ്ടതാണ് . കൂടാതെ ജല സംരക്ഷണ നടപടികൾ പാലിച്ചിട്ടുണ്ട് എന്ന് ഉറപ്പ് വരുത്തിയതിന് ശേഷം മാത്രമേ കെട്ടിട നിർമ്മാണ അനുമതി നല്കുവാൻ പാടുള്ളൂ.)

3. കൃഷി ഓഫീസർ, ----- (പ്രൊജക്റ്റ് റിപ്പോർട്ട് കക്ഷി പാലിച്ചിട്ടുണ്ടോ എന്നത് സംബന്ധിച്ച റിപ്പോർട്ട് ഈ കാര്യാലയത്തിൽ ഹാജരാക്കേണ്ടതാണ്)

3. വില്ലേജ് ഓഫീസർ , ------ (കക്ഷിക്ക് നടത്തി മടക്കേണ്ടതാണ്, കൂടാതെ ജല സംരക്ഷണത്തിനായി നീക്കിവച്ചതും റിക്കാർഡുകളിൽ തണ്ണീർത്തടമായി കാണിച്ചിരിക്കുന്നതുമായ ഭൂമി ഭാവിയിൽ മറ്റ് ആവശ്യങ്ങൾക്കായി ഉപയോഗപ്പെടുത്തുകയോ പരിവർത്തനപ്പെടുത്തുകയോ ചെയ്യുന്നില്ല എന്ന് ഉറപ്പ് വരുത്തേണ്ടതാണ്. ആയതിന് രണ്ട് മാസത്തിലൊരിക്കൽ ടി സ്ഥലം പരിശോധന നടത്തേണ്ടതാണ്)

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നടപടിക്രമം

(ഹാജർ: ഐ.എ.എസ്.)

വിഷയം: കേരളാ നെൽവയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018 – ---- എന്നവരുടെ അപേക്ഷയിൽ തരം മാറ്റം അനുവദിച്ചുത്തരവാകുന്നത്- സംബന്ധിച്ച്

സൂചന:1. ----- എന്നവരുടെ അപേക്ഷ

2. കേരളാ നെൽവയൽ തണ്ണീർ ത്തട സംരക്ഷണ (ഭേദഗതി) നിയമം 2018 ലെ വിജ്ഞാപനം ചെയ്യപ്പെട്ട ചട്ടങ്ങൾ

3. --- വില്ലേജ് ഓഫീസരുടെ ---- തീയ്യതിയിലെ ---- നമ്പർ റിപ്പോർട്ട്

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RDOTLY/----/-----K #ApprovedDate#

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------- അംശം ---- ദേശത്ത് റീ. സ. -----ൽ പ്പെട്ടതും ---- എന്നവർ കൈവശം വെച്ചുവരുന്നതുമായ ---- ആർ ഭൂമി തരം മാറ്റുന്നതിനുവേണ്ടി 1000/- രൂപ (ആയിരം രൂപ മാത്രം) ---- സബ് ട്രഷറിയിൽ ഒടുക്കി സൂചന 1 പ്രകാരം ഫോം 9 ൽ ടിയാൻ സമർപ്പിച്ച ഹരജിയിന്മേൽ പ്രസ്തുത വിഷയം സംബന്ധിച്ച് വിശദമായ റിപ്പോർട്ട് സമർപ്പിക്കുവാൻ ----- വില്ലേജ് ഓഫീസർക്ക് നിർദ്ദേശം നല്കുകയും ആയത് അനുസരിച്ച് സൂചന 3 പ്രകാരം വില്ലേജ് ഓഫീസർ വിശദമായ റിപ്പോർട്ട് സമർപ്പിക്കുകയും ചെയ്തിട്ടുണ്ട്.

പ്രസ്തുത റിപ്പോർട്ട് , മുൻ ആധാരങ്ങൾ എന്നിവ പരിശോധിച്ചതിൽ നിന്നും ടി ഭൂമി ഡാറ്റാ ബാങ്കിൽ ഉൾപ്പെട്ടതല്ല എന്നും അപേക്ഷ വസ്തുവിന് സമീപത്തായി നെൽ കൃഷി ഒന്നും തന്നെയില്ല എന്നും കൂടാതെ അപേക്ഷക ഹാജരാക്കിയ അപേക്ഷ വസ്തുവിന്റെ മുൻ ആധാരങ്ങളായ ----, -----, ----, ----, ----, ----എന്നീ നമ്പർ ആധാരങ്ങൾ പരിശോധിച്ചതിൽ ----/1953 നമ്പർ ആധാരത്തിൽ വസ്തു വിവരണത്തിൽ നിലം കിളച്ച കുനിപ്പറമ്പ് എന്ന് രേഖപ്പെടുത്തിയിട്ടുണ്ടെന്നും വസ്തു 1967 നു മുമ്പ് നികത്തപ്പെട്ടതാണെന്നും ഫോറം നമ്പർ 9 പ്രകാരം നടപടി സ്വീകരിക്കാവുന്നതാണെന്നും വില്ലേജ് ഓഫീസർ റിപ്പോർട്ട് ചെയ്തിട്ടുണ്ട്. ആയതിനാൽ വിജ്ഞാപനം ചെയ്യപ്പെടാത്ത വില്ലേജ് റിക്കാർഡ് പ്രകാരം നിലം എന്നു കാണിച്ചിരിക്കുന്ന പ്രസ്തുത ഭൂമി 4-7-1967 നു മുൻപ് തന്നെ പരിവർത്തനം നടത്തിയിട്ടുള്ളതും സമീപ പ്രദേശങ്ങളിൽ നെൽവയലുകളോ തണ്ണീർത്തടങ്ങളോ ഇല്ല എന്നും വില്ലേജ് ഓഫീസർ സാക്ഷ്യപ്പെടുത്തിയിട്ടുമുണ്ട്.

മേൽ സാഹചര്യത്തിൽ പ്രസ്തുത സ്ഥലം ഡാറ്റാ ബാങ്കിൽ ഉൾപ്പെടാത്തതിനാലും സൂചന 2 പ്രകാരമുള്ള കേരളാ നെൽവയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018 ലെ ചട്ടം 12 ലെ ഉപചട്ടം (13) ലെ (i) ക്ലോസുകൾ പ്രകാരം 1967 ജൂലായ് 4 നു മുൻപ് നികത്തിയതാണെന്ന് സംശയാതീതമായി തെളിയിക്കപ്പെട്ടതിനാലും വില്ലേജ് ഓഫീസരുടെ റിപ്പോർട്ടിന്റെ അടിസ്ഥാനത്തിലും ഈ നിയമത്തിലെ സെക്ഷൻ 27(A) വകുപ്പിലെ ഉപവകുപ്പ് 2 അനുശാസിക്കും പ്രകാരം ------- അംശം ---- ദേശത്ത് റീ. സ. -----ൽ പ്പെട്ടതും ---- എന്നവർ കൈവശം വെച്ചുവരുന്നതുമായ ---- ആർ ഭൂമി കേരളാ നെൽ വയൽ തണ്ണീർത്തട സംരക്ഷണ ഭേദഗതി നിയമം 2018 പ്രകാരം താഴെ പറയുന്ന ഉപാധികളോടെ നിലവിലുള്ള ഭൂമിയുടെ തരം മാറ്റിക്കൊണ്ട് ഇതിനാൽ ഉത്തരവാകുന്നു.

1. നിർമ്മാണപ്രവർത്തങ്ങൾ സമീപത്തുള്ള കൃഷിക്കോ കൃഷി സ്ഥലങ്ങൾക്കോ യാതൊരു ദോഷവും വരുത്തുവാൻ പാടുള്ളതല്ല

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2. പരിവർത്തനം സമീപ കൈവശങ്ങളിലേക്കുള്ള വെള്ളത്തിന്റെ ഒഴുക്ക് യാതൊരു കരണവശാലും തടസ്സപ്പെടുത്തുവാന് പാടില്ല , കൂടാതെ മണ്ണ് നിക്ഷേപിക്കുമ്പോൾ വെള്ളക്കെട്ട് രൂപപ്പെടുന്ന സാഹചര്യവും ഉണ്ടാവാൻ പാടുള്ളതല്ല .

3. മേൽ പറഞ്ഞ നിബന്ധനകൾ ലംഘിക്കുന്ന പക്ഷം യാതൊരു മുന്നറിയിപ്പും കൂടാതെ നിലവിലുള്ള ഉത്തരവ് റദ്ദ് ചെയ്യുന്നതുമായിരിക്കും .

സ്വീകർത്താവ്,

പകർപ്പ്:

1 .തഹസിൽദാർ , ----- (വെറ്റ് ലാൻഡ് എന്ന തരം തോട്ടം/പുരയിടം എന്നാക്കി മാറ്റാനുള്ള നിയമാനുസൃത നടപടിയും കൂടാതെ തരം മാറ്റം അനുവദിച്ചിട്ടുള്ള ഭൂമി വില്ലേജ് റിക്കാർഡുകളിൽ രേഖപ്പെടുത്തി നിർദിഷ്ട പെർഫോർമയിൽ നാളതീകരിച്ചു സൂക്ഷിക്കേണ്ടതുമാണ്.)

2. സെക്രട്ടറി, ------- പഞ്ചായത്ത്

3. വില്ലേജ് ഓഫീസർ , ----- (കക്ഷിക്ക് നടത്തി മടക്കേണ്ടതാണ്)

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FORM 1B

APPLICATION FOR EFFECTING ONLINE TRANSFER OF REGISTRY

I Details of land for Transfer/Sale

1. District
2. Taluk
3. Village
4. Tandaper No. of land going to be transacted
5. Name of owner/owners of the above land
6. Address
7. Area
8. Block No.
9. Survey No.
10. Re-survey No.

II. Details of persons buying the land and the details of transfer
Name of persons or organizations buying/selling the land:

1. Address
2. Election ID No.
3. Ration Card No.
4. Pan Card No.
5. Passport No.
6. UID No .
7. Driving Licence No.
8. Land Phone No.
9. Mobile No.
10. Area of land transferred
11. Nature of transfer: Sale deed/Conveyance Deed/Court Decree/Gift Deed/Partition Deed/ Settlement Deed/Release to co-owner deed/Sale Certificate/Deed of Will
12. Block No.
13. Survey No.
14. Re-survey No.
15. Boundaries (Survey No.)
    (a) North
    (b) South
    (c) East

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(d) West

16. Price

17. Licence No. of Document Writer

18. Registration No.

19. Date of Registration

(Sd.)

Sub-Registrar

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കേരള സർക്കാർ
തണ്ടപ്പേർ അക്കൗണ്ട്
(Thandapper Account)

ജില്ല :
താലൂക്ക് :
വില്ലേജ് :
ബ്ലോക്ക് :

ക്രമ നമ്പർ :
തണ്ടപ്പേർ അക്കൗണ്ട് നമ്പർ:

പട്ടാദാരുടെ പേര് :

ഭൂമിയുടെ വിവരങ്ങൾ

സർവ്വേ നമ്പർ	സബ് ഡിവിഷൻ നമ്പർ	ഭൂമിയുടെ തരം	വിസ്തീർണ്ണം			അടിസ്ഥാന നികുതി		അതിരുകൾ(എലിക)			
			ഹെക്ടർ	ആർ	ച.മീ	രൂപ	പൈ	കിഴക്ക്	പടിഞ്ഞാറ്	വടക്ക്	തെക്ക്

റിമാർക്സ് :

തിയതി:

വില്ലേജ് ഓഫീസർ

---

*അടിസ്ഥാന നികുതി വില്ലേജ് ഓഫീസിൽ ഒടുക്കി രസീത് കൈവശം സൂക്ഷിക്കുക
* This is a computer generated document and no signature is required.

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V. POWER DEPARTMENT

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Government of Kerala
Department of Electrical Inspectorate

Proforma for Electrical Installations

Particulars of Installation

Name of the consumer	
Address to which communications are to be sent	
Location of installation	
Name of Street	
Corporation / Town / Village	
District	
Pin	
Address of the KSEB Major section	
Power requirements	
Nature of load	
Name and License number of the Contractor	
Name and Permit number of the Supervisor	

Technical

Details of the EHT / HT Installation (To be furnished only when there is addition alteration on the HT side)	
Substation	
Transformer Capacity and Voltage	
Indoor / Out door	
HV Terminals	
Type of Tap changer on load/off load and Type of Tap changer cooling	
LV	
HV bushing / Cable entry	
LV bushing / Cable entry	

Note: If more transformers are to be provided, furnish the above information for all.

H.T. Switch gear	
Type	
Voltage	
Current	
Rupturing capacity	
Protection details Releases relay	

Note: If more H.T. Switch gear are to be provided, furnish the above information for all.

Details of MV installations

Main L.T. Switch gear	
Type	
Voltage	
Current	
Rupturing capacity	
Protection details Releases / relay	

Note: If more L.T switch gear are to be provided, furnish the above information for all.

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Government of Kerala
Department of Electrical Inspectorate

Motor and other equipments	
Distribution mains	
Capacitors	

Details of Generator

Engine Capacity	
Generator Capacity	
Voltage	
RPM	
(Furnish all possible information in the drawing)	

Switch gear

Type	
Voltage	
Current	
Rupturing capacity	
Protection details Releases / relay	

Equipments

Are all equipments constructed and erected in accordance with ISI specifications and code of practice	
Do all equipments satisfy the condition of the supplier?	
Are the equipments to be erected entirely with in the properly of the consumer	

Drawings to be sent

Site plan showing point of commencement of supply for New installation	
Physical layout HT equipment Panel Boards Equipments	
(Plan and elevation of the above equipments with their clearances should be furnished in the drawing)	
Trench Details	
Schematic layout of equipment	
Sectional elevation of switch gears with erection details	
Earthing arrangement	

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Government of Kerala
Department of Electrical Inspectorate

Scrutiny Fee Details

Name of Treasury	
Chalan No	
Date	
Amount	

General

Other accompaniments

Soil Resistivity as certified by Electrical Inspector (attach a copy) (Only for transformer' installations)	
Bus duct design	
Earthing calculation	
Protection scheme	
Any other details required for scrutiny	

Whether advance copy of scheme is submitted to Chief Electrical Inspector (For drawing submitted at Electrical Inspector's office)	
Whether the contractor is authorized to observe the required formalities and Make modification in the schemes as recommended by Electrical Inspectorate.	

Signature of the Owner/Consumer
Contractor

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Government of Kerala
Department of Electrical Inspectorate
Office of the Chief Electrical Inspector
Housing Board Buildings, Shanthi Nagar
Thiruvananthapuram 695 001
Phone: 0471 2330558 , 0471 2331104
Email : cei.kerala@kerala.gov.in
Web site: www. dei.kerala.gov.in



An IS 15700 : 2018 Certified Department

No: .....

Thiruvananthapuram
Date : ...../..../.....

From
The Chief Electrical Inspector.

To
M/s. .....
.....

Sir,

Subject : Scheme for the installation of ..... – Issue of scheme approval – regarding.

Reference:
1. Scheme submitted by M/s. ..... vide letter No. ..... dated ..... received on .....
2. Non-conformity report of even No. dated .....
3. Compliance Report submitted by M/s. ..... vide letter No. ..... dated ..... received .....

..... at the premises of M/s. ..... District is hereby approved subject to the following conditions.

1. Power allocation sanction should be obtained from the Kerala State Electricity Board/Licensee
2. Installation of all switch boards and distribution boards should be in conformity with Regulation 39 (iii) of the Central Electricity Authority (Measures Relating to Safety and Electric Supply) Regulations 2023.
3. Fuses should be graded properly and selected based on the rating of cables. Low watt loss fuses shall be selected.
4. Earthing of the installation should conform to IS: 3043-2018.
5. Isolation facility should be provided for all equipments within a distance of 3 meters from equipments conforming to Regulation 37(5) of the Central Electricity Authority (Measures Relating to Safety and Electric Supply) Regulations, 2023.
6. M.V. Installation should conform to IS:732-2019.
7. Installation of all cables should be as per standards.
8. Only materials with I.S. certification as required under Quality Control Order should be used.
9. Only energy efficient equipments shall be used in the installation.
10. The validity of the scheme approval is for two years only from the date of approval.

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11. All relays, CTs, breakers and cable shall be got tested in Meter Testing and Standards Laboratory, attached to this department and test certificate shall be submitted along with completion report.
12. Completion report should be submitted to the Chief Electrical Inspector/Deputy Chief Electrical Inspector/Electrical Inspector, ... for arranging Inspection.

If the installation is found defective in actual practice such additions or alterations as may be found necessary by the Electrical Inspectorate at the time of inspection or subsequently shall be carried out by the owner.

Yours faithfully,

Chief Electrical Inspector

Acc: Approved Drawings.

Scrutiny Fee details:

Chalan No	.....
Dated	.....
Amount	Rs. .....
Treasury	.....

Copy to:-

1. The Deputy Chief Electrical Inspector/Electrical Inspector, ...
2. M/s. .....
3. Stock File.
4. Office Copy.

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Department of Electrical Inspectorate
Office of the Chief Electrical Inspector
Housing Board Buildings, Shanthi Nagar,Thiruvananthapuaram 695 001
Phone : 0471 2331104.0471 2330558, Email : cei@ceikerala.gov.in

Form of Completion Certificate

I/We certify that the installation detailed below has been installed by me / us and tested and that to the best of my / our knowledge and belief, the installation complies with the provision of CEA regulations and also IS 3043, IS - 732 and other relevant codes of practice for electrical installations

.

1. Name of installation
2. Voltage and system of supply
3. Particulars of work and test results

   (a) Transformers (Give details of each transformer)

   - Rating
   - Voltage
   - Make
   - Serial number
   - Year of manufacture
   - Results of Insulation Tests
   - Results of earth resistance and continuity tests
   - Results of other relevant tests depending on the voltage level and rating of the transformer

   (b) Generators (Give details of each Generators)

   - Rating
   - Voltage
   - Make
   - Serial number
   - Year of manufacture
   - Results of Insulation Tests
   - Results of earth resistance and continuity tests
   - Results of other relevant tests depending on the voltage level and rating of the Generator

   (c) H.V motors

   - Number of motors
   - Name plate details of each motor
   - Result of insulation tests
   - Results of earth resistance and continuity tests
   - Results of other relevant tests depending on the voltage level and rating of the Motors.

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Government of Kerala
Department of Electrical Inspectorate
Office of the Chief Electrical Inspector
Housing Board Buildings, Shanthi Nagar,Thiruvananthapuaram 695 001
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(d) M.V Motors

- Number of motors
- Name plate details of each motor
- Results of insulation tests
- Results of earth resistance and continuity tests

(e) EHV and HV cables (Give details of each cable)

- Length of cable and number of terminations/joints
- Results of Insulation Tests
- Result of H.V withstand test result
- Results of earth resistance and continuity tests
- Results of other relevant tests

(f) M.V cables

- Results of Insulation resistance tests
- Results of Earth resistance and continuity tests

(g) Relays

- Results of Relay and control wiring tests
- Results of tests of protection and measurements CTs
- Results of tests of PTs

(h) Protective earthing

- Earth resistivity at the site
- Earth resistance of individual earth electrodes
- Result of earth continuity test
- Combined earth resistance of the installation

(i) Special Equipments

- Name plate details of each equipment
- Results of insulation tests
- Results of earth resistance and continuity tests
- Results of other relevant tests depending on the voltage and rating of the equipment

Signature of the Supervisor	Signature of the owner	Signature of the Contractor
Name and address with permit number Of the Supervisor.	Name and address of the owner	Name and address with Contract License number of the Contractor.

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An IS 15700 : 2018 Certified Department

Proceedings of the
Chief Electrical Inspector to Government of Kerala, Thiruvananthapuram
Present:

Subject: ..... -Sanction for energisation - regarding.

Reference:
1. Scheme Approval No..... dated .....
2. Completion report submitted by the .... vide letter No. ..... dated ..... received on .....
3. Inspection conducted on .....
4. Non - conformity Intimated dated .....
5. Compliance letter from the ..... dated ..... received on .....

Order No: ..... dated .....

Sanction for energisation is hereby accorded under Section 54 of Indian Electricity Act, 2003 and Regulation ..... of Central Electricity Authority (Measures Relating to Safety and Electric Supply) Regulations, 2023 for ..... District with details of which given below and subject to following conditions:

1. All pre-commission test results shall be recorded.
2. All maintenance work shall be recorded in Maintenance Register. Maintenance work shall be done as specified in relevant B.I.S and as suggested by manufacturer.
3. Any addition or alteration to the existing installation shall be carried out only after getting prior permission from this department.
4. Date of energization shall be intimated.

Sl. No.	Equipment Details	Quantity
1.		
2.		

Chief Electrical Inspector

To

Copy to:-
1. The Deputy Chief Electrical Inspector/ Electrical Inspector, ...
2. Office Copy.
3. Spare.

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Annexure 4

ഓഫീസ് ഉപയോഗത്തിന് മാത്രം				
കൺസ്യൂമർ നമ്പർ	128	കണക്കാക്കിയ ലോഡ്	..... kW	
വൈദ്യുതി എന്ത് ആവശ്യത്തിന്	താരിഫ്	കണക്ഷൻ നൽകിയ തീയതി		

അപേക്ഷകന്റെ പാസ്പോർട്ട് സൈസ് ഫോട്ടോഗ്രാഫ് ഇവിടെ പതിക്കുക

കേരള സ്റ്റേറ്റ് ഇലക്ട്രിസിറ്റി ബോർഡ് ലിമിറ്റഡ്

(രജിസ്റ്റേർഡ് ഓഫീസ് : വൈദ്യുതി ഭവനം, പട്ടം, തിരുവനന്തപുരം - 695 004
വെബ്സൈറ്റ്: www.kseb.in CIN: U40100KL2011SGC027424)

ലോ ടെൻഷൻ കണക്ഷനുള്ള അപേക്ഷാ ഫാറം
(കണക്കാക്കിയ ലോഡ് അധിഷ്ഠിത ബില്ലിങ്)

1	അപേക്ഷകന്റെ പേര്		
	സ്ഥാപനത്തിന്റെ ആവശ്യത്തിനായാണ് കണക്ഷൻ എങ്കിൽ	സ്ഥാപനത്തിന്റെ പേര്	
		അപേക്ഷകന്റെ ഉദ്യോഗപ്പേര്	

2		വൈദ്യുതി കണക്ഷൻ ആവശ്യമുള്ള കെട്ടിടത്തിന്റെ/ പ്രമിസസിന്റെ വിലാസം	നിലവിലെ മേൽവിലാസം (കത്തിടപാടുകൾക്ക് ആവശ്യമായത്)
	കെട്ടിടത്തിന്റെ പേര്		
	കെട്ടിട നമ്പർ		
	ലെയിൻ / തെരുവ്		
	പട്ടണം / സ്ഥലം		
	ജില്ല / പിൻകോഡ്		
	വില്ലേജ്/ സർവ്വേ നമ്പർ		
	ഇ മെയിൽ വിലാസം		ഫോൺ നമ്പർ (ലാൻഡ് ഫോൺ) 0 (മൊബൈൽ)

3	വൈദ്യുതി എന്ത് ആവശ്യത്തിന് എന്നത് (√)		ഗാർഹികേതര ആവശ്യമെങ്കിൽ പ്രവർത്തനങ്ങളുടെ / നിർമ്മിക്കുന്ന വസ്തുക്കളുടെ വിവരം
		ഗാർഹികം	
		വാണിജ്യം	
		വ്യാവസായികം	
		കാർഷികം	
		മറ്റുള്ളവ	
4	ഉടമസ്ഥനോ വാടകക്കാരനോ എന്നത്	ഉടമസ്ഥൻ	വാടകക്കാരൻ

5	കണക്കാക്കിയ ലോഡ് (kW)	
6	പാൻ നമ്പർ / PAN (ഐച്ഛികം)	
7	ആധാർ നമ്പർ (ഉണ്ടെങ്കിൽ തിരിച്ചറിയൽ രേഖ ആവശ്യമില്ല)	

8						
	അപേക്ഷകന്റേതല്ലാത്ത ഭൂമിയിലൂടെ ലൈൻ കടന്നുപോകേണ്ടതുണ്ടോ?	ഉണ്ട്		ഉണ്ട് എങ്കിൽ എല്ലാവരിൽനിന്നും സമ്മതം ലഭിച്ചിട്ടുണ്ടോ?	ഉണ്ട്		ആന്തരിക വൈദ്യുതി വിതരണം പ്രമോട്ടർ / ഡെവലപ്പർ ആണോ നിർവ്വഹിക്കുന്നത്? (ഒരു പരിസരത്തിൽ ഒന്നിൽ കൂടുതൽ കണക്ഷൻ ഉണ്ടെങ്കിൽ ബാധകം)	അതെ	
		ഇല്ല			ഇല്ല			അല്ല	

9	അപേക്ഷകന്റെ മുൻഗണന (ഐച്ഛികം)	നിശ്ചിത തീയതിയിൽ സ്ഥലപരിശോധന ആഗ്രഹിക്കുകയാണെങ്കിൽ, തീയതി നിർദ്ദേശിക്കുക* *(പ്രത്യേക ഫീസ് ഒടുക്കേണ്ടി വരും)		
		ആവശ്യമായ കണക്ഷൻ ഒരു ഫേസ് ആണോ മൂന്ന് ഫേസ് ആണോ എന്നത്	ഒന്ന്	മൂന്ന്
		സി ഇ എ അംഗീകൃത മാനദണ്ഡപ്രകാരം ഉള്ള മീറ്റർ സ്വന്തമായി വാങ്ങാൻ താത്പര്യമുണ്ടോ	ഉണ്ട്	ഇല്ല
		കൂടുതൽ നിക്ഷേപവും കണക്ഷൻ ലഭിക്കുന്നതിനുള്ള ചെലവും അപേക്ഷയോടൊപ്പം അടയ്ക്കാൻ താല്പര്യമുണ്ടോ എന്നത് (പോസ്റ്റ് ആവശ്യമില്ലാത്ത വെതർപ്രൂഫ് കണക്ഷന് മാത്രം ബാധകം)	ഉണ്ട്	ഇല്ല

..... മകൻ / മകൾ ആയ ..... നൽകുന്ന സത്യവാങ്മൂലം.

എനിക്ക് 18 വയസ്സ് പൂർത്തിയായി എന്നും അപേക്ഷാ ഫാറത്തിൽ നൽകിയിട്ടുള്ള വിവരങ്ങൾ പൂർണ്ണമായും ശരിയാണ് എന്നും, സാധുവായ ലൈസൻസുള്ള വയറിങ് കോൺട്രാക്ടറായ .....(പേര്) {ലൈസൻസ് നം .....} കണക്ഷൻ ആവശ്യമായ കെട്ടിടത്തിലെ / ചുറ്റുപാടിലെ (പ്രമിസെസ്) ആന്തരിക വയറിങ്ങ് പരിശോധിച്ചിട്ടുണ്ട് എന്നും, പ്രതിഷ്ഠാപനങ്ങളുടെ ..... നമ്പറുള്ള പരിശോധന - പൂർത്തീകരണ സർട്ടിഫിക്കറ്റ് / എനർജൈസേഷൻ സർട്ടിഫിക്കറ്റ് നമ്പർ എന്റെ കൈവശമുണ്ട് എന്നും, ഈ പ്രമിസസിൽ വൈദ്യുതി നൽകുന്നത് തടഞ്ഞുകൊണ്ടുള്ള കോടതി / സർക്കാർ ഉത്തരവുകൾ ഒന്നും നിലവിലില്ല എന്നും, നിയമാനുസൃതവും അനുയോജ്യമായ താരിഫ് പ്രകാരവും ആവശ്യപ്പെടുന്ന വൈദ്യുതി ചാർജ്ജും മറ്റ് ഇതകളും ഒടുക്കിക്കൊള്ളാമെന്നും മീറ്ററിന്റെയും, കട്ട്-ഔട്ടിന്റെയും ശേഷമുള്ള പ്രതിഷ്ഠാപനങ്ങളുടെയും സുരക്ഷയുടെ ഉത്തരവാദിത്തം ഏൽക്കാമെന്നും ഞാൻ ഉറപ്പ നൽകുന്നു. ഏതെങ്കിലും രൂപത്തിലുള്ള വൈദ്യുതി ദുരുപയോഗം നടത്തുകയോ ആയതിന് കൂട്ടുനിൽക്കുകയോ ഇല്ലെന്നും വൈദ്യുതി കാര്യക്ഷമമായി ഉപയോഗിക്കാനും പാഴ്ചെലവ് ഒഴിവാക്കാനുമുള്ള എല്ലാ നടപടികളും സ്വീകരിക്കുമെന്നും, കേരള ഇലക്ട്രിസിറ്റി സപ്ലൈ കോഡ് 2014ലെ (ശേഷം വന്ന മാറ്റങ്ങൾ ഉൾപ്പെടെ) വ്യവസ്ഥകൾ വായിച്ച് മനസ്സിലാക്കിയിട്ടുണ്ട് എന്നും, അതിലെ വ്യവസ്ഥകൾ അംഗീകരിക്കുമെന്നും ഉറപ്പ് നൽകുന്നു.

തീയതി: **അപേക്ഷകന്റെ / അധികാരപ്പെടുത്തിയ വ്യക്തിയുടെ ഒപ്പ്**

സ്ഥലം: **പേര്:**

ഹാജരാക്കുന്ന രേഖകൾ (√)								
	തിരിച്ചറിയൽ രേഖ		അധികാരപത്രം		ലൈൻ കടന്നു പോകുന്ന ഭൂമി സംബന്ധിച്ച വിവരങ്ങളും സമ്മത പത്രവും		പ്രമിസസിന്റെ അളവുകൾ രേഖപ്പെടുത്തിയ രേഖാചിത്രം	
	ഉടമസ്ഥാവകാശം തെളിയിക്കുന്ന രേഖ		ഉടമസ്ഥനിൽ നിന്നുള്ള സമ്മതപത്രം		മീറ്ററിങ് ഉപകരണങ്ങളുടെ ടെസ്റ്റ് സർട്ടിഫിക്കറ്റ്		...യക്തമാക്കുക)	

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നിരാക്ഷേപ സമ്മതപത്രങ്ങളും ലൈൻ കടന്നുപോകേണ്ട അന്യവസ്തുക്കളെ സംബന്ധിച്ച വിവരങ്ങളും

അപേക്ഷകൻ വാടകക്കാരനോ കൈവശക്കാരനോ ആണെങ്കിൽ *

* **ഉടമസ്ഥാവകാശം തെളിയിക്കുന്നതിനുള്ള രേഖകൾ പ്രത്യേകം ഹാജരാക്കേണ്ടതുണ്ട്**

..... വില്ലേജിൽ ..... സർവ്വേ നമ്പറിൽ .....
(തദ്ദേശസ്വയംഭരണ സ്ഥാപനത്തിന്റെ പേര്) ..... നമ്പർ കെട്ടിടത്തിന്റെ / പരിസരത്തിന്റെ (പ്രമിസസ്) പൂർണ്ണമായ അവകാശം ..... എന്ന എന്നിൽ / ഞങ്ങളിൽ നിക്ഷിപ്തമാണ് എന്നും, പ്രസ്തുത പ്രമിസസിൽ ..... എന്നവർ ഉപഭോക്താവായി, വയറിങ്ങ് നടത്തി, KSEB Ltd ൽ നിന്നും സർവ്വീസ് കണക്ഷൻ ലഭ്യമാക്കുന്നതിന് എനിക്ക് / ഞങ്ങൾക്ക് സമ്മതമാണ് എന്നും, പ്രസ്തുത ഉപഭോക്താവ് പ്രമിസസിൽ നിന്ന് മാറിപ്പോകുന്ന അവസരത്തിൽ ആ വിവരം ഞാൻ KSEB Ltd നെ അറിയിച്ചകൊള്ളാമെന്നും അറിയിക്കുന്നു

ഉടമസ്ഥൻ / ഉടമസ്ഥരുടെ പേരും ഒപ്പും തീയതി:	ഒന്നാം സാക്ഷിയുടെ പേരും ഒപ്പും തീയതി:	രണ്ടാം സാക്ഷിയുടെ പേരും ഒപ്പും തീയതി:

മറ്റ് വസ്തുക്കളിലൂടെ ലൈൻ കടന്നുപോകേണ്ടതുണ്ടെങ്കിൽ (തൂവെള്ളപേപ്പറിൽ പ്രിന്റൗട്ട് എടുത്ത് ഉപയോഗിക്കുക)

(i)	ലൈൻ കടന്നുപോകേണ്ട വസ്തുക്കളുടെ എണ്ണം		(ii) ലഭ്യമായ അനുമതികളുടെ എണ്ണം	

ലഭ്യമായ അനുമതികൾ

എന്റെ / ഞങ്ങളുടെ താഴെപ്പറയുന്ന വസ്തുവിലൂടെ ലൈൻ വലിച്ച് ശ്രീ / ശ്രീമതി .....ക്ക് വൈദ്യുതകണക്ഷൻ നൽകുന്നതിന് എനിക്ക് സമ്മതമാണ്.

വസ്തു ഉടമയുടെ പേരും വിലാസവും	വില്ലേജ്	സർവ്വേ നമ്പർ	വസ്തു ഉടമയുടെ ഒപ്പ്

ഒന്നാം സാക്ഷിയുടെ ഒപ്പ് പേര്	രണ്ടാം സാക്ഷിയുടെ ഒപ്പ് പേര്

ലഭ്യമല്ലാത്ത അനുമതികൾ

നം	വസ്തു ഉടമയുടെ പേരും വിലാസവും	വില്ലേജ്	സർവ്വേ നമ്പർ

200 രൂപയുടെ സ്പെഷ്യൽ അഡ്ഹസീവ് സ്റ്റാമ്പ് ഒട്ടിക്കുന്നതിന് ഈ സ്ഥലം ഉപയോഗിക്കുക.

അപേക്ഷകന്റെ ഒപ്പ്

പേര് **തീയതി**

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Acknowledgement

Ref No: .....

Application of .....(name of applicant), complete in all respects, for a new Service Connection has been received at this office on ..... (Date).

The above reference number is to be used for all future correspondence.

Signature of representative Seal of KSEB Ltd

Name and designation

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For Office Use Only				
Con Code	131	Contract Demand	..... kVA	Affix recent Passport size Photograph of applicant / authorised signatory
Purpose	Tariff	Date of Connection		

Kerala State Electricity Board Limited

(Registered Office: Vydyuthi Bhavanam, Pattom, Thiruvananthapuram – 695 004
Website: www.kseb.in CIN: U40100KL2011SGC027424)

Application for Service Connections
for Demand Based Tariff (EHT / HT / LT)

1	Name of applicant *(in Capital Letters)*		
	If connection is required for an Organisation	Name of Organisation	
		Designation of Applicant	
2	If in industrial area / SEZ etc	Name of the authority / developer of area / SEZ	
3	Category	Individual / Proprietary / Partnership / Private Ltd / Public Ltd / Society / Govt Department / Govt undertaking	

4		Address of premises where electricity connection is required	Present address (for communication)
	Name of Building		
	Building Number		
	Lane / street		
	Place / Land mark		
	District / Pin Code		
	Village/Survey No.		
	E mail		

5	Status of applicant	Owner		Tenant		6	Whether Power Intensive or not	Yes		No	
7	Whether properties of others need to be crossed over	Yes		No			If YES, whether Consents obtained in all cases	Yes		No	

8	Purpose of Supply Please tick (√)		9	
	Domestic		If non domestic, provide details of activity / manufactured product	Type of Connection (√)
	Commercial			Permanent / Temporary / Seasonal
	Industrial			If temporary / seasonal,
	Agricultural			Period of requirement: From / To
	Others			

10	Connected Load (kW)		11	PAN No	
	Contract Demand (kVA)		12	AADHAR No (if available)	

13	Area of the premise	Constructed area (m²)		Plot size (m²)

14	Whether the unit has been in operation earlier? (If YES, details may be provided separately)	Yes	No

15	Preferences of applicant (Optional)			
	If applicant desires a particular Date of Inspection, specify the Date* (This may attract additional expenses)			
	Whether a Dedicated Feeder is required	Yes		No
	If Dedicated feeder is availed, whether Protected Load Status is sought	Yes		No
	Whether consumer wishes to purchase meter (as per CEA approved specification)	Yes		No

I, ……, son/daughter of …… hereby declare that I have attained 18 years of age, that the information provided in this application is true to my knowledge, that the internal wiring of the premise has been tested by ..... (name of licensed wiring contractor) who is having a valid License No ..... and the test cum completion certificate / energisation approval No ..... for the above mentioned connected load is available with me. I further confirm that there are no orders of Court / Govt restricting electricity connection in the premises

Date: **Signature of the applicant / authorized signatory**

Place: **Name:**

Documents attached Please tick (√)					
	Proof of Identity		Letter of Authorisation		Details of Property Crossing & Consents
	Proof of ownership		Consent from Owner		Test Certificate of metering e
	Agreement		Dimensioned sketch		Others Specify

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Particulars of Consents / NOCs required / produced

If applicant is tenant / occupier *

* Proof of ownership to be produced separately

I /We, ……..……..…….....….....…. .....being registered title holder(s) and the absolute owner / joint owner(s) of property comprised in Sy No ..... of ..... Village, bearing building no. .....of ..... (local body) do hereby give my / our consent to Sri / Smt .....…….....…..……......., who is a joint owner / tenant / occupier of the above premise to wire and avail service connection from KSEB Ltd in his name as consumer at the above premises. I/We shall inform KSEB as and when the premise is vacated.

Name & dtd signature of owner/ joint owner(s)	Name & dtd signature of first witness	Name & dtd signature of second witness

In case of Property Crossing (use separate sheet if required)

(i) No of properties to be crossed		(ii) No of consents obtained	

Consents Received

I / We hereby give consent for drawing electric line through my / our property mentioned below for giving electric connection to Sri / Smt ……..……

Name & Address of property owners	Village	Sy No	Signature of Property Owner

Signature
Name (Witness 1)

Signature
Name (Witness 2)

Consents Not Received

No	Name & address of property owner	Village	Sy No

Dated Signature &

Name of Applicant

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Acknowledgement

Ref No: .....

Application of .....(name of applicant), complete in all respects, for a new Service Connection has been received at this office on ..... (Date).

The above reference number is to be used for all future correspondence.

Signature of representative /Seal of KSEB Ltd

Name and designation

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FEASIBILITY CERTIFICATE

(To be issued by the authority issuing Administrative Sanction)

3 To whomsoever it may concern *It is feasible to provide power to the premises as requested by the applicant, details of which are given below, subject to execution of work mentioned on realisation of cost.*		
Name & Address of Applicant		
Location where power is requested		
Purpose		
System of supply		
Power Requirement	HT (contract demand in KVA)	
	LT (connected load in KW)	
Details of work involved		
Cost of work		
Applicant shall remit the cost of work within 15 days of notice for remitting cost. Board will undertake the works required for providing the supply, after realisation of the cost. The applicant shall avail supply within 2/3 months (in the case of LT/HT service respectively) after completion of the work.		
Place Date Signature of Issuing Authority		

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For Office Use Only				
Con No		Connected load/ Con Demand ..... kW/kVA	App No Date	Affix recent Passport size Photograph of applicant / authorised signatory
Purpose	Tariff		Date of change of ownership	

Kerala State Electricity Board Limited

Application for Change of Name

(in case of Sale/ Lease / Change in ownership / Occupancy – not for legal heirs)

* This form is to be used by Prospective Consumer

I am now in possession of building / premises having Service Connection bearing Consumer No./ Code ..... registered in favour of ..... (Name of Registered Consumer) under Electrical Section ..... I request that the said service connection be transferred to me.

			Particulars of Applicant (Prospective Consumer)	Particulars of Owner (if the applicant is not the owner of the building)
1	Name			
	Bldng No. / Street			
	Place / Land mark			
	District / Pin Code			
	Phone No.	Land		
		Mobile		
	E mail			

2	If connection is required for an Organisation	Name of Organisation				
		Designation of Applicant				
3	Contracted load		kW	Contract demand		kVA
5	Reason for Transfer of Connection (√)		Change in ownership of Building		Change in occupancy	
	Nature of Transfer (√)		Sale	Merger	Acquisition of Rights	
			Lease	De-Merger	Others Specify	
4	Status of applicant (√)		Owner		Tenant	

If applicant is tenant / occupier * (Proof of ownership to be produced separately)

I ……..……...……..…….. .....being registered title holder and the owner / joint owner of property comprised in Sy No ..... of ..... Village, bearing building no. .....of ..... (local body) do hereby give my / our consent to Sri / Smt ……..……...……..……., who is a tenant / occupier of the above premises to wire and avail service connection from KSEB Ltd in his name as consumer at the above premises. I/We shall inform KSEB as and when the premises is vacated.

Name & dtd signature of owner	Name & dtd signature of first witness	Name & dtd signature of second witness

I, ……, son/daughter of …… hereby declare that I have attained 18 years of age, that the information provided in this application is true to my knowledge, that there are no orders of Court / Govt restricting electricity connection in the premises, that I will remit electricity dues during every billing cycle and also as and when demanded as per the applicable electricity tariff, and other charges, that I will own the responsibility of security and safety of the meter, cut-out and the installation thereafter. I will not indulge in any misuse of power and will take all necessary steps in the premises for the efficient use of power and to stop its wastage. I have read and understood the Kerala Electricity Supply Code, 2014 and agree to abide by the conditions mentioned therein.

Date:
Place:

Signature of the applicant / authorized signatory
Name:

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Acknowledgement

Ref No: .....

Application of .....(name of applicant), complete in all respects, for change in name has been received at this office on ..... (Date).

The above reference number is to be used for all future correspondence.

Signature of representative Seal of KSEB Ltd

Name and designation

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For Office Use Only	Con No		Connected load/ Con Demand ..... kW/kVA	App No Date	Affix recent Passport size Photograph of applicant / authorised signatory
	Purpose	Tariff		Date of change of ownership	

Kerala State Electricity Board Limited

Application for Change of Name

(For transfer of ownership to Legal Heir)

* This form is to be used by Prospective Consumer

I am the legal heir of ..... (name of Registered Consumer), having Service Connection under Electrical Section ..... with Con No / Code .....

I request that the said service connection be transferred to me.

			Particulars of Applicant (Proposed Consumer)	Particulars of Owner (if the applicant is not the owner of the building)
1	Name			
	Bldng No. / Street			
	Place / Land mark			
	District / Pin Code			
	Phone No.	Land		
		Mobile		
	E mail			
2	If connection is required for an Organisation	Name of Organisation		
		Designation of Applicant		
3	Reason for Transfer of Connection			
4	Connected load		kW	Contract Demand kVA
5	Status of applicant (√)		Owner	Tenant

If applicant is tenant / occupier * (Proof of ownership to be produced separately)

I ……..……..……..…….....…. .....being registered title holder and the owner / joint owner of property comprised in Sy No ..... of ..... Village, bearing building no. .....of ..... (local body) do hereby give my / our consent to Sri / Smt ……..……..……..……....., who is a tenant / occupier of the above premises to wire and avail service connection from KSEB Ltd in his name as consumer at the above premises. I/We shall inform KSEB as and when the premises is vacated.

Name & dtd signature of owner	Name & dtd signature of first witness	Name & dtd signature of second witness

I, ……, son/daughter of ……residing in …… (Building No. & local body) ……..… Village ……..… Taluk ……..…. District hereby declare that I have attained 18 years of age, that the information provided in this application is true to my knowledge, that there are no orders of Court / Govt restricting electricity connection in the premises, that I will remit electricity dues during every billing cycle and also as and when demanded as per the applicable electricity tariff, and other charges, that I will own the responsibility of security and safety of the meter, cut-out and the installation thereafter. I will not indulge in any misuse of power and will take all necessary steps in the premises for the efficient use of power and to stop its wastage. I have read and understood the Kerala Electricity Supply Code, 2014 and agree to abide by the conditions mentioned therein.

Date:
Place:

Signature of the applicant / authorized signatory
Name:

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Acknowledgement

Ref No: .....

Application of .....(name of applicant), complete in all respects, for change in name has been received at this office on ..... (Date).

The above reference number is to be used for all future correspondence.

Signature of representative Seal of KSEB Ltd

Name and designation

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Kerala State Electricity Board Limited

Service Requests (Conversion / Shifting/ Tariff Change)*

* This form is to be used by Registered Consumer

Name & Address of Consumer (Applicant)			Other particulars (as sanctioned)	
Name			Con No / Code	
Building No./Street				
Place / Land mark			Category / Purpose	
District / Pin Code				
Phone No.	Land		Tariff	
	Mobile		Connected Load / Contract Demand	kW
E mail				kVA

Services Required (please √ whichever is applicable)	Conversion of service	Conversion from LT single phase to three phase	
		Conversion from LT three phase to LT single phase	
		Others (please specify)	
	Shifting (sketch to be attached)	Shifting of Metering Equipment	
		Shifting of Service Line	
	Change of Purpose / Consumer category	Change of Purpose / Consumer category	
		Purpose for which electricity is proposed to be used	

I require the above services and is willing to meet the expenditure. It is requested that procedures for the same may kindly be initiated.

Date **Signature of Applicant**

Place **Name**

Enclosures

1. Proof of Identity of applicant	
2. Completion Certificate (applicable for conversion & shifting)	
3. Sketch showing present & proposed location (applicable for shifting)	
4. Any other document	

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Acknowledgement

Ref No: .....

Application of .....(name of applicant), complete in all respects, for Conversion / Shifting/ Tariff Change has been received at this office on ..... (Date).

The above reference number is to be used for all future correspondence.

Signature of representative Seal of KSEB Ltd

Name and designation

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Kerala State Electricity Board Limited

Service Requests (Enhancing / Reducing Contract Demand / Load)*

* This form is to be used by Registered Consumer

Name & Address of Consumer (Applicant)			Other particulars (as sanctioned)	
Name			Con No / Code	
Building No./Street				
Place / Land mark			Category / Purpose	
District / Pin Code				
Phone No.	Land		Tariff	
	Mobile		**Existing** Connected Load / Contract Demand	kW
E mail				kVA

Required Contracted Demand / Connected Load	kW	Reason(s) for Enhancement / Reduction	
	kVA		

Conversion of service (please √ whichever is applicable, if required)	Conversion from single phase to three phase	
	Conversion from three phase to single phase	
	Others (please specify)	

I require enhancing / reducing the present Connected Load / Contract demand, as mentioned above and is willing to meet the expenditure. It is requested that procedures for the same may kindly be initiated.

Date **Signature of Applicant**

Place **Name**

Enclosures

1. Proof of Identity of applicant	
2. Completion Certificate	
3. Sketch	
4. Any other document	

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Acknowledgement

Ref No: .....

Application of .....(name of applicant), complete in all respects, for enhancing / reducing the Connected Load / Contract Demand has been received at this office on ..... (Date).

The above reference number is to be used for all future correspondence.

Signature of representative Seal of KSEB Ltd

Name and designation

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Test cum Completion Certificate of Electrical Installation (sketch to be attached separately)

The particulars regarding the installation of electrical equipment in …….. (name of the premises)are given below and are correct; the installations have been actually wired up and are ready for test. The insulation resistance values between conductors is / are .... Mega Ohms. The insulation resistance between conductors and earth is ..... Mega Ohms. The earth resistance of the wiring installation measured is ..... Ohms. Earth continuity is tested and found ok. Certified that the installation conforms to relevant standards.

	Load Particulars	No. of points	Rating (Watts)	Total (Watts)	Details of capacitor		For office use		
					Serial No. of Capacitor	Rating	No. of points	Rating (Watts)	Total (Watts)
	1	2	3	4=2x3	5	6	7	8	9=7x8
Connected load									
	Total								
Standby load									
	Total								

	Contractor	Supervisor	Wireman
Dated Signature			
Name			
Licence No			

Dated Signature of Applicant

Name of Applicant

Remarks:

Dtd Signature of Inspecting Officer

Name

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VI. EXCISE DEPARTMENT

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Kerala State Excise Department

CERTIFICATE OF LABLE APPROVAL FOR THE BRANDS OF IMFL

(Issued under Kerala Foreign Liquor (Approval of Label) Rules, 2018)

Label Approval Certificate Number:……..

Subject: Label approval for Foreign Made Foreign Liquor bottles-Application submitted by (Name and Address) ……
……
Approved- Orders issued.

Read: 1. GO(P) No. 80/2018/TD dated 05.06.2018.
2. Application Number…… dated ……of (Name and address) ……...
……

This is to certify that the following labels of ***Foreign Made Foreign Liquor/Beer/Wine*** *brand have been approved as per Kerala Foreign Liquor (Approval of Label) Rules, 2018.*

Brand Name: ……..

Type of Liquor :…….

Strength of Liquor:…….
(% V/V)

Supply intended for: ……..

Sl.No.	Quantity (in ml)	Type of Label	Container Type

Brand Owner: ……
……

Bottler/Manufacturer:……
……

Importer:…….

Supplier: ……..

Date: …… Sd/-
Addl. Excise Commissioner (Admn)

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Kerala State Excise Department

CERTIFICATE OF LABLE APPROVAL FOR THE BRANDS OF IMFL/BEER/WINE FOR EXPORT

(Issued under Kerala Foreign Liquor (Approval of Label) Rules, 2018)

Label Approval Certificate Number:……..

Subject: Label approval for Indian Made Foreign Liquor bottles-Application submitted by (Name and address) …… ……. Approved- Orders issued.

Read: 1. GO(P) No. 80/2018/TD dated 05.06.2018.

2. Application Number…… dated ……of (Name and address) …… …….

This is to certify that the following labels of ***Indian Made Foreign Liquor/Beer/Wine*** *brand have been approved as per Kerala Foreign Liquor (Approval of Label) Rules, 2018.*

Brand Name: ……..

Type of Liquor :…….

Strength of Liquor:…….

Intended to be Exported to ……..

Sl.No.	Quantity	Type of Label	Container Type

Brand Owner: …… ……

Bottler/Exporter:…… ……

Date: ……

Sd/-
Addl. Excise Commissioner (Admn)

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Kerala State Excise Department

CERTIFICATE OF LABLE APPROVAL FOR THE BRANDS OF IMFL/BEER/WINE

(Issued under Kerala Foreign Liquor (Approval of Label) Rules, 2018)

Label Approval Certificate Number:……..

Subject: Label approval for Indian Made Foreign Liquor bottles-Application submitted by (Name and address)…… ……. Approved- Orders issued.

Read: 1. GO(P) No. 80/2018/TD dated 05.06.2018.

2. Application Number…… dated ……of (Name and address) ……. ……

This is to certify that the following labels of ***Indian Made Foreign Liquor/Beer/Wine*** *brand have been approved as per Kerala Foreign Liquor (Approval of Label) Rules, 2018.*

Brand Name: ……..

Type of Liquor :…….

Strength of Liquor:…….

Supply intended for ……..

Sl.No.	Quantity	Type of Label	Container Type

Brand Owner: …… ……

Bottler/Exporter:…… ……

Date: ……

Sd/-
Addl. Excise Commissioner (Admn)

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Kerala State Excise Department

CERTIFICATE OF LABLE APPROVAL FOR THE BRANDS OF IMFL/BEER/WINE

(Issued under Kerala Foreign Liquor (Approval of Label) Rules, 2018)

Label Approval Certificate Number:……..

Subject: Label approval for Indian Made Foreign Liquor bottles-Application submitted by (Name and address)…… ……. Approved- Orders issued.

Read: 1. GO(P) No. 80/2018/TD dated 05.06.2018.

2. Application Number…… dated ……of (Name and address) ……. ……

This is to certify that the following labels of ***Indian Made Foreign Liquor/Beer/Wine*** *brand have been approved as per Kerala Foreign Liquor (Approval of Label) Rules, 2018.*

Brand Name: ……..

Type of Liquor :…….

Strength of Liquor:…….

Supply intended for ……..

Sl.No.	Quantity	Type of Label	Container Type

Brand Owner: …… ……

Bottler/Exporter:…… ……

Date: ……

Sd/-
Addl. Excise Commissioner (Admn)

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REGISTRATION OF BRAND OF INDIAN MADE FOREIGN LIQUOR

Applicant Details

Applicant Name .....

Applicant Full Address with Pincode

.....

.....

Bottler Details

State where Bottling Unit is situated .....

Address .....

.....

Country..... State.....District.....Pincode.....

Brand Details

Name of Brand .....

Financial year for which

you are applying for the brand?.....

Type of Liquor.....

Strength Of Liquor .....

Supply Intended For -KSBC .....CSD.....

CAPF..... For Export.....

Whether using only Glass Bottles for the Brand?.....

Brand Owner Details

Name of brand owner .....

Business PAN Number.....

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Address .....

.....

Country..... State.....District.....Pincode.....

Licensee Details

Has the person / company / firm been found guilty

under any law relating to Excise Revenue .....

Whether any products of the applicant has been

black listed by the Govt. of the Kerala State

Beverages Corporation .....

Has the applicant got a valid licence for

Manufacturing and supplying Foreign Liquor .....

Previous Brand Registration Details

Application No. of previous Brand Registration.....

Registration Number.....

Registration Date.....

Declaration

I do hereby declare that the particulars given above are correct and true to the best of my knowledge and belief.

I Agree .....

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REGISTRATION OF BRAND OF FOREIGN MADE FORIGN LIQUOR

Applicant Details

Name of Applicant .....

Address .....

.....

Import Details

Country where Bottling Unit is situated .....

Name of bottler .....

Address of the bottler .....

.....

Name of Importer .....

Address of Importer .....

.....

Is importer and Supplier the same ?.....

Name of Supplier .....

Address of Supplier .....

.....

Location of Custom Bonded Ware House.....

(Delhi / Mumbai / Chennai /Others)

Licensee Details

Has the person / company / firm been found guilty under any law relating to Excise

Revenue .....

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Whether any products of the applicant has been black listed by the Govt. of the Kerala State Beverages Corporation.....

Has the applicant got a valid licence for Supplying Foreign Made Foreign Liquor?

.....

Number of Label Approved .....

Number of Labels to be attached .....

Brand Owner Details

Name of Brand Owner .....

Address of Brand Owner.....

.....

Brand Details

Name of Brand .....

Business PAN Number .....

Financial year for which you are applying for the brand?.....

Type of Liquor .....

Strength of Liquor (in %v/v) .....

Supply intended for KSBC .....CSD .....CAPF.....

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Whether using only Glass Bottles for the Brand.....

Previous Brand Registration Details

Application No. of previous Brand Registration.....

Registration Number.....

Registration Date.....

eTreasury Challan Details

Name to be printed in eTreasury Challan .....

Declaration

I do hereby declare that the particulars given above are correct and true to the best of my knowledge and belief.

I Agree .....

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Certificate of Brand Registration of FMFL

Registration of Brand for the year .....

(Issued under Rule 3(6) of the Foreign Liquor Registration of Brand Rules 1995)

Brand Registration Application Number: .....

This is to certify that the following brand of Foreign Made Foreign Liquor has been registered with the Excise Commissioner for the financial year ....., as per rule 3(6) of the Foreign Liquor (Registration of Brand) Rules, 1995.

Brand registration Number	
Name of Brand	
Brand Owner	
Brand Bottler	
Brand Importer	
Brand Supplier	
Name of Bonded Warehouse	
Type of Liquor	
Strength of Liquor	
Supply intended for	
Using only .....bottle for the brand	

Place:
Date:

Sd/-
Addl. Excise Commissioner (Admn)

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Certificate of Brand Registration

Registration of Brand for the year 2024-25

(Issued under Rule 3(6) of the Foreign Liquor Registration of Brand Rules 1995)

Brand Registration Application Number: .....

This is to certify that the following brands of Indian Made Foreign Liquor has been registered with the Excise Commissioner for the financial year ....., as per rule 3(6) of the Foreign Liquor (Registration of Brand) Rules, 1995.

Brand registration Number	Name of Brand	Brand Owner	Brand Bottler	Types of Liquor

Supply intended for : .....

<u>Using only ..... Bottles for the Brand</u>

Date:

Sd/-
Addl. Excise Commissioner (Admn)

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FORM FL1

LICENCE FOR THE PRIVILEGE OF POSSESSION OF (X X X X) FOREIGN LIQUOR FOR SALE TO PUBLIC IN SEALED BOTTLES WITHOUT THE PRIVILEGE OF CONSUMPTION ON THE PREMISES.

The Excise Commissioner, Kerala State, (Deputy Commissioner of Excise)----------under the provisions of the Abkari Act, 1 of 1077, hereby licence you ------to vend foreign liquors at the shop, the boundaries of which are given in the schedule hereunder given in the town of ----- during the period of 1st April----------to the last day of March ----------subject to the conditions and stipulations to be observed by you, the said licensee.

CONDITIONS

1. The privilege under the licence extends to vend foreign liquor in sealed bottles to the public.

2. The sale of foreign liquor in any quantity less than 180 ml at a time to one person is prohibited.

3. The liquor sold under this licence shall not be allowed to be consumed to the premises.

4. The licensee is prohibited from selling Foreign Liquor to other licensees.

5. The licensee shall obtain his supplies of foreign Liquor only from such Foreign Liquor 9 licensee in the State as may be permitted by the Excise Commissioner.

6. The minimum strength at which Indian made foreign spirits can be sold are 35 degree under proof for Gin and 25 degree under proof for all other kinds of spirits. However the actual proof spirit content of such liquor may be (5.25^0) proof under or over the above proof strength in line with the Indian Standard Specification (ISI) in this regard. Provided that because of efflux of time in storage, the degree under proof is likely to get deteriorated due to the chemical nature of ethyl alcohol.

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7. The licensee is prohibited from rectifying spirits or purifying, colouring, flavouring or mixing any materials therewith.

8. Every receptacle containing spirits manufactured and flavoured or coloured or compounded in India and received and kept for sale must be conspicuously labelled or branded with the words "Spirits manufactured in India". (All Foreign Made Foreign Liquor imported into the State and kept for sale shall be affixed with labels approved by the Excise Commissioner as stipulated in Foreign Liquor (Approval of Label) Rules 2018). All liquor imported in bulk and bottled in the State received or kept for sale must bear a printed label showing clearly the country of manufacture, the name of the bottler as entered in his licence and the place of bottling, the quantity and the strength of liquor.

9. The possession or sale at the licenced premises, any article or liquor other than that relates to which licence relates is prohibited. The sale or possession (except subject to the rules applicable to unlicenced persons) by the licensee of any liquor outside the limits of his licenced premises is also prohibited.

10. When the period of the licence expires and it is not renewed for the next contract period or when this licence is cancelled and notice of such cancellation is given to the licensee, the licensee shall within 30 days from the date of expiry of the period of the licence or from receipt of such notice, as the case may be, sell the ful stock of foreign liquor in his possession to any vendor who holds a valid licence to sell such liquor. If the licensee fails to do so, within the prescribed period, the Excise Inspector of the range within which the licenses shop is situated will take such foreign liquor custody and keep the same in his office. The licensee shall be allowed a further period of 30 days for selling the same in one transaction to another licenced vendor of foreign liquor. If before the expiry of this further period the licensee fails to sell it, the officer in charge of the Division will sell such

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foreign liquor by public auction and deliver to the licensee the proceeds therefore after deducting from such proceeds the expenses connected with the sale.

11. It shall be competent to the Commissioner of Excise to order the transfer of shops from one site or locality to other site or locality during the currency of the contract or with previous sanction of Government to order any shop to be closed in the interest of public peace or morality or on grounds of expediency and in such an event of transfer, alteration or closure, the contraction shall have no claim for compensation.

12. A Sign Boad of the dimensions 1 metre x ¾ metre shall be fixed to the main front of the shop. The Board should have a white background with the number, name of the licence and the name of licensee written in black letters. The Board should also contain the warning in English and Malayalam, (ALCOHOL CONSUMPTION IS INJURIOUS TO HEALTH-മദ്യപാനം ആരോഗ്യത്തിന് ഹാനീകരം and DRUNKEN DRIVING IS PUNISHABLE-മദ്യപിച്ച് വാഹനം ഓടിക്കുന്നത് ശിക്ഷാർഹമാണ്) Written in red letters, each letter having a dimension of not less than five centimeters. The licence must be hung in a conspicuous place within.

13. Every Officer authorized to inspect shops shall have authority to take possession of any quantity of liquor found unfit for human consumption or suspected to have been tempered with. The Commissioner of Excise, the Deputy Commissioner of Excise and the (Deputy Commissioner of Excise) are empowered to confiscate or destroy any liquor kept in shops and found to be unfit for human consumption or which has been tampered with.

14. The sale of liquor by persons below the age of 18 or by persons suffering from leprosy or other contagious disease and the employment of such person in the shops are prohibited.

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15. The [Deputy Commissioner of Excise] may fix the working hours of shops in each area, according to his discretion subject to the conditions that the total working hours shall not exceed 12 hours in a day and no shops shall remain open earlier than 9 a.m. or later than 11 p.m except on special occasions like fairs and festivals, when the [Deputy Commissioner of Excise] may relax the above conditions.

16. The licenced premises shall remain closed on the following days :-

(i) Birth day of Mahatma Gandhi;

(ii) Birth day of Sree Narayana Guru;

(iii) Commemoration day of Mahatma Gandhi

(iv) Samadhi day of Sree Narayana Guru;

[(v) During the period of forty eight hours ending with the hour fixed for the conclusion of the poll in connection with general or bye election within the polling area and on the whole day of counting of votes within the polling area.

(vi)During the period of forty-eight hours ending with the hour fixed for the conclusion of the poll in connection with the election or bye election to the Corporation, Municipal Division, Wards or Panchayat constituencies within the polling area and on the whole day of counting of votes within the polling area]

(vii) The first day of all English calendar months.

(viii) Good Friday

(ix) International Day against Drug Abuse and illicit Trafficking]

[(x) X X X]

17. Foreign Liquor shall be sold in shops either for cash or by debit or credit cards]

18. Every licensee shall maintain in his shop from day-to-day true accounts of the transactions [which shall either be written in ink or by pasting the computer print outs of the day-to-day transactions of such shop, signed in all pages by the

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licensee or a person authorised by him] in the form prescribed by the Commissioner of Excise. Such accounts shall be in printed books which can be obtained from the Excise Department on payment of cost price. The accounts shall be produced for the inspection of officers authorised to inspect such shops. Permits for the purchase and transport of liquors should be filed in the shops and produced before the inspecting officer along with the accounts of the shop. Permits granted under these rules shall be in printed forms. (Where there is a difference of duty of excise or luxury tax if any as between two licence periods, such difference shall be in respect of all stocks of [XXX] Foreign Liquor including beer held by the licensees at the close of the former period)

19. Such returns and informations as may be required by the Commissioner of Excise and the Excise Officers from time to time shall be furnished by the licensee.

[20. The licensee shall prepare cash vouchers for each sale of liquor specifying the batch number in the label and security label number affixed by the Kerala State Beverages (Manufacturing and Marketing) Corporation and the original of it shall be issued to the purchaser. The licensee shall maintain a day-to-day summary of all bills with the all details issued from the shops]

21. Every licensee shall be bound to report to the Commissioner of Excise or the [Deputy Commissioner of Excise] in charge of the division all instances which come to his knowledge of any person employed by him in the carriage or sale of liquor, committing breaches of the Abkari Act (1 of the 1077) or rules made thereunder and to comply with any order of the Commissioner of Excise or the [Deputy Commissioner of Excise] to discontinue the employment of such person.

22. The licensee shall maintain in his shop an inspection note book with the pages numbered consecutively for inspecting officers to enter their remarks in.

23. The licensee shall not sell or otherwise transfer the privilege granted or the licence issued without the written consent of the [Deputy Commissioner of Excise]

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concerned and subject to the confirmation of the commissioner of Excise. No licensee shall lease out or sub-let the whole or any portion of the privilege or licence granted to him.

24. The licensee shall on requisition by the Commissioner of Excise or an officer duly authorised by him deliver up the licence for amendment or renewal.

25. The licensee shall not have pecuniary dealings of any kind with the officers of the Excise Department.

26. The amount for which privilege has been granted shall be payable by the licensee in the local Treasury as may be ordered from time to time. The rental due for the period from 1st April of the year to 31st March of the following year shall be payable in eight monthly instalments in the case of foreign liquor I Shops. In the case of FLI shops the amount shall be payable on or before the 10th day of each English Calendar month beginning from first July. In case of failure of payment of any instalment, interest at the rate of 18 per cent or such other rate of interest as may be fixed by the Government from time to time (per annum) shall be charged from 11th. The amount remitted by a defaulter towards arrears shall be adjusted towards interest due from the first instance and the balance if any, shall be credited towards the principal amount. In calculating interest for periods of less than a month, 15 days and more shall be taken as one month and periods of less 15 days shall be ignored and if the arrears contain factions of rupee, 50 paise and above shall be treated as one rupee and any amount less than 50 paise be ignored. But no cancellation of licence or resale of the shop shall be ordered until after the 25th day of the month.

27. No remission or abatement of the rental shall be claimable by the licensee on any account whatsoever.

28. Whenever the licensee has to pay money into the treasury on account of the Kist, fee, duty etc., or other dues in respect of the shop, he shall produce before the

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treasury officer with the money a chalan signed by him or his authorised agent for the payment and countersigned by the Circle Inspector of Excise in charge of the Range on that behalf not more than three days before its presentation. The licensee may also choose to pay the money in cash to the Circle Inspector of Excise and obtain proper receipts from him in Form T.R.5

29. Whenever the licensee fails to pay the Kist, fee, duty etc, due from him for any month together with the interest due under condition 26 on or before the 25th day of the month, the Deputy Commissioner of Excise subject to confirmation by the Commissioner of Excise may, cancel the licence and direct the management of the business of the shop by departmental agency or otherwise dispose of the same at the risk and cost of licensee. All losses on account of such cancellation and Departmental Management or disposal otherwise of the privilege shall be borne by the defaulting licensee, but he shall have no right to put forth any claim or the gain, if any, which accrues. Disposal otherwise than by resale includes closure. The whole of the deposit, if any made at the commencement of the licensee shall be liable to forfeiture. The Departmental Management fee collected from a shop while it was under Departmental Management due to default of payment of security, kist etc, shall be liable to forfeiture. The Deputy Commissioner of Excise may however allow sales to continue or make such other arrangements as he deems fit pending disposal otherwise of the privilege. Any sum sue from a licensee on account of kist, or otherwise may be recovered from his deposit, if any made by him at the commencement of the licence or collected under the Revenue Recovery Act for the time being in force. If any adjustment is made from the deposit, the licensee shall be bound to replace the sum adjusted from his deposit within fifteen days of receipt of notice from the Excise Officer in charge of the Division in which his shop is situated. Interest on account of loss by disposal otherwise shall be calculated from the date of confirmation of such disposal of the shop:

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Provided that the Deputy Commissioner of Excise concerned may before confirmation of cancellation by the Commissioner of Excise restore the licence cancelled by him subject to confirmation by the Commissioner of Excise if the defaulter pays the amount defaulted by him before the expiry of one month from the date of such cancellation.

30. Interest on all money due shall be payable at the rate of 18 percent or such other rate of interest as may be fixed by the Government from time to time per annum.

31. Infraction of any of the rules or the conditions of the licence either by the licensee or by any person in his employment shall entail on the licensee cancellation of the licence.

32. The forfeiture of the deposit of the cancellation of the licence under these provisions shall not relieve the licensee or his agents form liability to be prosecuted for any specific offence committed against the Abkari Act or for any infringement of these provisions.

33. If any licensee is convicted of any offence under any law for the time being in force relating to Excise Revenue, the Commissioner of Excise may declare his licence forfeited. If any grantee of privilege had been convicted of any such offence before a licence is actually issued to him, the Commissioner of Excise may refuse to issue the licence. If the licensee is convicted under the Penal Code or after the issue of the licence to him should it transpire that previous to such issue he was convicted under the law or was disqualified to hold as shop, such conviction or the disqualification shall render him liable to forfeiture of the licence and also the forfeiture of his deposit, if the offence of which he is convicted or the disqualification disclosed is such as in the opinion of the Commissionerate of Excise renders him unfit to hold it. When a licence forfeited under this sub-rule the privilege shall be regranted or otherwise disposed of at the risk of the licensee.

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34. With the sanction of the Government, the Commissioner of Excise may without assigning any reason upon giving 15 days notice revoke the licence in which case a proportionate part of rental paid by the licensee shall be refunded to him.

35. All Excise Officers of and above the rank of Excise Inspectors in the case of Foreign Liquor shops shall have authority to inspect licenced shops, to examine the premises, to test the measures in use and the articles under the sale and to call for and check the accounts kept in the shop. The licensee or his agent of salesman shall on requisition by the Inspecting Officer produce before him the whole stock of the article under sale and afford him every facility for taking stock of the same.

36. xxxx

37. The licensee shall be bound by all the rules which have been made under the Abkari Act and which may hereafter be made under the said Act under any law relating to Abkari Revenue which may hereafter be made.

SCHEDULE SHOWING BOUNDARIES OF THE SHOP

Name of Shop	Taluk	Village or Desom	Bounded on the			
		Pakuthy or Muri	North by	East by	South by	West by

Office of the Commissioner of Excise (Excise),

Thiruvananthapuram/Excise Division Office

Dated the .....day of 2020

Excise Commissioner / Deputy Commissioner of Excise

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FORM FL3

HOTEL (RESTAURANT) LICENCE

Under the provisions of the Cochin Abkari Act and of the Rules made thereunder to regulate the issue of license for the sale of foreign liquor, licence is hereby granted to (full name and address)------for the vend of foreign liquors in his Hotel (Restaurant) situated as shown in the annexed schedule during the year ending the last day of March-----subject to the following conditions and stipulations to be observed by the said licensee.

CONDITIONS

1. The privilege extends to the sale of foreign liquor (for consumption within a room specifically approved for the purpose) to residents in the Hotel or Boarding House for the use of those residents and that of their guests or to casual visitors partaking of meals (xxx).

(1A. The licence under this rule shall be subject to the condition that the licensee shall procure his supplies of foreign liquor only (from such FL9 licensees in the State as may be permitted by the Excise Commissioner). (However, hotels having not less than Three star standard may purchase Foreign Made Foreign Liquor from Central Customs on the strength of a permit obtained from the Excise Commissioner in this regard on payment of an annual additional rental as laid down in rule 13 (3A).

2. No liquor shall be sold under this licence for removal outside the hotel to anyone including residents of the hotel. Provided that liquor may be sold and served to resident of the hotel in the rooms wherein they reside or in the restaurants where they partake food, by the employees of the bar. Provided that the hotel can serve liquor along with meals by the side of Swimming Pools, lawns and the roof gardens of the hotel on obtaining special annual permit from Excise Commissioner.

Provided further that such hotels should have an exclusive restaurant for the use of families and others where no liquor shall be served).

[Provided also that the licensee can serve liquor at restaurants to persons other than residents on payment at Rs. 30,000/- (Rupees Thirty five thousand only) per year]

(3. x x x)

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4. The minimum strength at which imported and Indian made foreign spirits can sold are 35^0 U.P for gin, 25^0 U.P for all other kinds of spirits. (However the actual proof spirit content of such liquor may be [3](5.25^0) proof under or over the above strength in line with the Indian standard specification (ISI) in this regard.

Provided that because of efflux of time in storage, the degree under proof is likely to get deteriorated due to the chemical nature of ethyl alcohol).

5. The licensee is prohibited from rectifying the spirits by purifying, colouring or flavouing or mixing any material herewith.

6. Every receptacle containing spirits manufactured and flavoured, coloured or compounded in India, and received or kept for sale must be conspicuously labeled or branded with the words "spirit manufactured in India". (All Foreign Made Foreign Liquor imported into the State and kept for sale shall be affixed with labels approved by the Excise Commissioner as stipulated in Foreign liquor (Approval of Labels) Rules, 2018).

7. The sale or possession (except subject to the rules applicable to unlicenced persons) by the licensee of any liquor outside the limits of his licensed premises is prohibited.

8. All liquors sold or kept for sale shall be of good quality and unadulterated. Nothing shall be added to them to increase their intoxicating power of for any other purpose.

9. The sale or transport of liquor by persons suffering from leprosy or any contagious disease and the employment of such persons in the shop for the sale of the same are prohibited.

9.A. No woman shall be employed in any capacity for serving liquor in the licensed premises)

10 The possession or sale upon any licenced premises of any liquor other than that to which the licence relates, is prohibited.

11. No drunkenness, rioting or gambling shall be permitted within a shop and no person of notoriously bad character shall be permitted to meet or remain therein. Intimation of any offence committed or of the presence of habitual offenders or disorderly persons, shall be given by the licensee to the nearest Magistrate or Police Station.

12. The licensee shall maintain in ink from day to day true accounts of transactions in such registers as may be prescribed from time to time by the Excise Commissioner and shall furnish such information and statistics as may be called for by any officer of the Excise Department not below the rank of a Range Inspector.

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13. Licensee shall not lease out, sell or otherwise transfer his licence [5][without the written consent of the Excise Commissioner] [x x x].

14. Licensee shall on requisition by the Excise Commissioner or any officer duly authorised by him deliver up his licence for amendment or renewal.

15. When the period of this licence expires and it is not renewed for the next following financial year or when this licence is cancelled and a notice of such cancellation is given to the licensee, the licensee shall, within thirty days from the date of expiry of the period of this licence or from receipt of such notice, as the case may be, sell the full stock of foreign liquor in this possession to any vendor who holds a licence to sell such liquor. Should the licensee fail to do so within the prescribed period, the Excise Inspector of the Range within which the licensee's premises are situate will take such foreign liquor in custody and kept the same in this office. The licensee shall be allowed a further period of thirty days for selling the same in one transaction to another licensed vendor of foreign liquor. If, before the expiry of this further period the licensee fails to sell it, the officer in charge of the Division will sell such foreign liquor by public auction and deliver to the licensee the proceeds thereof after deducting from such proceeds the expenses connected with the sale.

16. The Excise Commissioner may upon giving 15 days notice, revoke any licence, the which case, a proportionate part of the fee paid by the licensee shall be refunded to him.

17. All Excise Officers of and above the rank of Inspectors shall have authority to inspect licensed shops, to examine the premises, to test measures in use and the articles under sale and to call for and check the accounts kept in the shop.

18. The licensee shall possess or use on the licenced premises, only such standard measures of capacity as may from time to time be prescribed by Government.

19. It shall be competent to the Excise Commissioner to permit or to order the transfer of any shop from one locality to another within the twon or taluk as the case may be, according as the shop is situated in a town or outside a town, or to order any shop to be closed in the interest of public peace or morality or on grounds of expedience.

20. No.FL3 licensed premises shall be taken open before 11 O' clock in the morning and after 11 o' clock in the night.

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Provided that in the tourist centres, approved by Government in Taxes Department, FL3 licensed premises may be kept open from 10 O' clock in the morning [11 A] [12 O' clock in the midnight]

[12][20A. The licenced premises shall remain closed on the following days:-

(i) Birth day of Mahatma Gandhi.

(ii) Birth day of Sree Narayana Guru.

(iii) Commemoration day of Mahatma Gandhi.

(iv) Samadhi day of Sree Narayana Guru

[(v) During the period of forty-eight hours ending with the hour fixed within the polling area and on the whole day of counting of votes within the polling area.

(vi) During the period of forty-eight hours ending with the hour fixed for the conclusion of the poll in connection with the election or bye election to the Corporation, Municipal Divisions, Wards or Panchayat constituencies within the polling area and on the whole day of counting of votes within the polling area.]

[(vii) The first day of all English calendar months]

[(viii) Good Friday.]

[(ix) International Day against Drug Abuse and Illicit Trafficking]

[(x) xxx]

[21.A Sign Board of the dimension 1x3/4 metre shall fixed to the main front of the shop. The Board should have a white background with number, name of licence and the name of the licensee written in black letters. The Board should contain the warning, in English and Malayalam, 19 A ["ALCOHOL CONSUMPTION IS INJURIOUS TO HEALTH- മദ്യപാനം ആരോഗ്യത്തിന് ഹാനികരം" and "DRUNKEN DRIVING IS PUNISHABLE – മദ്യപിച്ച് വാഹനം ഓടിക്കുന്നത് ശിക്ഷാർഹമാണ്"] Written in red letters; each letter having a dimension of not less than 5 centimetres. The licence must be hung in a conspicuous place within.]

22. No licence will be issued for a shop which is situated or which is intended to be opened in a place where on grounds of public interest of expediency it is objectionable to permit any traffic in liquor.

23. [xxxx]

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24. The licensee shall remit such difference of Excise duty or luzury tax if any, in respect of all stocks of [xxxx] Foreign Liquor held by the licensees at the close of the former period where there is a difference of Excise duty or luxury tax as between two licence period.]

25,[xxxx]

26.[xxxx]

27, Infraction of any of the rules or the conditions of this licence either by the licensee or by any person in his employment shall entail on the licensee or his agent or both, a fine of Rs.(30,000) or cancellation of the licence or both. An Officer of and above the rank of [Deputy Commissioner of Excise] shall be competent to impose all or any of the above penalties except the cancellation of the licence which shall be done by the Excise Commissioner.

Provided that if the holder of such licence or permit sells or stores for sale liquor in any premises; other than the licensed premises, such penalty shall not be less than One Lakh rupees.

28. The imposition of a fine or cancellation of a licence shall not however relieve the licensee or his agents from liability to be prosecuted for any specific offence committed against the Abkari Act or under these Rules.

SCHEDULE SHOWING THE BOUNDARIES OF THE LICENCED PREMISES

Taluk, Pakuthy, Muri, Village or Deson etc., in full	Bounded on the			
	North by	East by	South by	West by

Dated the day.....of .....20.....

Excise Commissioner

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Form FL4 Foreign Liquor Rules, 1953

FORM F.L4
LICENCE FRO THE SALE OF FOREIGN LIQUOR IN CLUBS TO IS MEMBERS FOR CONSUMPTION ON THE PREMISES

Under the provisions of Cochin Abkari Act and of the Rules made thereunder to regulate the issue of licences for the sale of foreign liquor, licence is hereby granted to (full name and address)..... for the vend of foreign liquors in club situated as shown in the annexed scheduled during the year ending the last day of ..... subject to the following conditions and stipulations to be observed by the said licensee.

CONDITIONS

1. No removal of liquor from the licensed premises will be allowed under this licence, except in the case of liquor intended for the personnel in the Garrison stationed at Trivandrum or for the Petty Officers Leadership School, Calicut or for the 505 Coast Battery (T.A), Fort Cochin. The Supply of liquor to the Garrison stationed at Trivandrum or to the Petty Officers Leadership School, Calicut or to 505 Coast Battery (T.A), Fort Cochin shall be only on permits issued from time to time by the [Deputy Commissioner of Excise]

1A. The licensee shall purchase his supplies of Foreign Liquor only from FL9 licensees in the State as may be permitted by the Excise Commissioner]

2. The sale of liquor under this licence shall be confined to members of the club.

2A. There shall be no sale or consumption within the club premises on the following days, namely:-

(i) Birth day of Mahatma Gandhi.

(ii) Birth day of Sree Narayana Guru.

(iii) Commemoration day of Mahatma Gandhi.

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(iv) Samadhi day of Sree Narayana Guru

(v) During the period of forty-eight hours ending with the hour fixed for the conclusion of the poll in connection with general or bye election within the polling area and on the whole day of counting of votes within the polling area.

(vi) During the period of forty-eight hours ending with the hour fixed for the conclusion of the poll in connection with the election or bye election to the Corporation, Municipal Divisions, Wards or Panchayat constituencies within the polling area and on the whole day of counting of votes within the polling area,]

[(vii) The first day of all English calendar months.]

[(viii) Good Friday]

[(ix) International Day against Drug Abuse and Illicit Trafficking.]

[(X) x x x x]

3. The minimum strength at which imported and Indian made foreign spirits can be sold are 35^0 U.P. for gin and 25^0 U.P for all other kinds of spirits. [However the actual proof spirit content of such liquor may be [5.25^0] proof under or over the above proof strength in line with the Indian standard specification (ISI) in this regard. Provided further that because of efflux of time in storage, degree under proof is likely to get deteriorated due to the chemical nature of ethyl alcohol.]

4. The licensee is prohibited from rectifying the spirit by purifying, colouring or flavouring or mixing any material therewith.

5. Every receptacle containing spirits manufactured and flavored, coloured or compounded in India, and received or kept for sale must be conspicuously labelled or branded with the works" spirit manufactured in India" [All Foreign Made Foreign Liquor imported into the State and kept for shall be affixed with labels approved by the Excise Commissioner as stipulated in Foreign Liquor (Approval of Label) Rules, 2018] All liquor imported in bulk and bottled in the state received of kept for sale must bear a printed label showing clearly the country

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of manufacture, the names of the bottler as entered in his licence and the place of bottling

6. The sale or possession (except subject to the rules applicable to un licensed persons) by the licensee of any liquor outside the limits of his licensed premises is prohibited.

7. All liquors sold or kept for sale shall be of good quality and unadulterated. Nothing shall be added to them to increase their intoxicating power or for any other purpose.

8. The sale or transport of liquor by persons suffering from leprosy or any contagious disease and the employment of such persons in the shop for the sale of the same are prohibited.

9. The possession or sale upon any licensed premises of any liquor other than that to which the licence relates, is prohibited

10. No drunkenness, rioting or gambling shall be permitted within the premises and no person of notoriously bad character shall be permitted to meet or remain therein. Intimation of any offence committed or of the presence of habitual offenders or disorderly person, shall be given by the licensee to the nearest Magistrate or Police Station.

11. The licensee shall maintain in ink from day to day true accounts of transactions in such registers as may be prescribed from time to time by the Excise Commissioner and shall furnish such information and statistics as may be called for by any officer of the Excise Department not below the rank of a Range Inspector. [Where there is a difference of duty of Excise or Luxury Tax if any as between two licence periods, such difference shall be remitted in respect of all stocks of Indian made Foreign Liquor including Beer held by the Licensees at the close of the former period.]

[12. The licensee shall not lease out, sell or otherwise transfer his licence Under Any circumstances]

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13. The licensee shall on requisition by the Excise Commissioner or any officer duly authorized by him deliver up his licence for amendment or renewal.

14. When the period of this licence expires and it is not renewed for the next following financial year or when this licence is cancelled and a notice of such cancellation is given to the licensee, the licensee shall, within thirty days from the date of expiry of the period of this licence or from receipt of such notice, as the case may be, sell such liquor. Should the licensee fail to do so within the prescribed period, the Excise Inspector of the Range within which the licensee's premises are situate will take such foreign liquor in custody and keep the same in his office. The licensee shall be allowed a further period of thirty days for selling the same in one transaction to another licensed vendor of foreign liquor. If, before the expiry of this further period the licensee fails to sell it, the officer in charge of the Division will sell such foreign liquor by public auction and deliver to the licensee the proceeds thereof after reducing from such proceeds the expenses connected with the sale.

15. The Excise Commissioner may upon giving 15 days notice, revoke any licence, the which case, a proportionate part of the fee paid by the licensee shall be refunded to him.

16. All Excise Officers of and above the rank of Inspectors shall have authority to inspect licensed clubs, to examine the premises, to test measures in use and the articles under sale and to call for and check the accounts kept in the shop.

17. The licensee shall posses or use on the licensed premises only such standard measures of capacity as may from time to time be prescribed by Government. 18 [x x x x]

19 [x x x x]

20 [x x x x]

21.[x x x x]

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22, Infraction of any of the rules or the conditions of this licence either by the licensee or by any person in his employment shall entail on the licensee or his agent or both, a fine of Rs.(30,000) or cancellation of the licence or both. An Officer of and above the rank of [Deputy Commissioner of Excise] shall be competent to impose all or any of the above penalties except the cancellation of the licence which shall be done only by the Excise Commissioner.

Provided that if the holder of such licence or permit sells or stores for sale liquor in any premises; other than the licensed premises, such penalty shall not be less than One Lakh rupees.

23. The imposition of a fine or cancellation of a licence shall not however relieve the licensee or his agent from liability to be prosecuted for any specific offence committed against the Abkari Act or under these Rules.

SCHEDULE SHOWING THE BOUNDARIES OF THE LICENCED PREMISES

Taluk, Pakuthy, Muri, Village or Desom, Building No. and Survey No. etc., in full	Bounded on the			
	North by	East by	South by	West by

Dated the day.....of .....20.....

Excise Commissioner

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FORM FL 4A
[See Rule 13 (4A)]
LICENCE FOR THE SALE OF FOREIGN LIQUOR IN CLUBS TO ITS MEMBERS AND THEIR GUESTS FOR CONSUMPTION ON THE PREMISES

Under the provisions of the Abkari Act, 1 of 1077, and of the rule made their under to regulate the issue of licences for the sale of foreign liquor, licence is hereby granted to full name and address)----- for the vend of foreign liquor in Clubs situate as shown in the annexed schedule during the year ending the last day of March----------subject to the following conditions and stipulations to be observed by the said Licensees.

CONDITIONS

1. The privilege under the Licence extends to the sale of foreign liquor (or consumption within a room specifically approved for the purpose) to members of the Club and to their guests accompanying.

2. The Licensee shall procure foreign liquor for sale only from the FL9 Licensee in the State.

3. The Licnsee is prohibited from rectifying the spirits by purifying, colouring, flavouring or mixing any material therewith.

4. The sale or possession (except subject to the rules applicable to unlicenced person) by the licensee of any liquor outside the limit of his licensed premises is prohibited.

5. All liquors sold or kept for sale shall be of good quality and unadulterated. Nothing, shall be added to them to increase their intoxicating power or for any other purpose.

6. The sale or transport of liquor by persons suffering from leprosy or any contagious disease and the employment of such persons in the shop for the sale of the same are prohibited.

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7. The possession or sale upon any licensed premises of any liquor other than to which the licence relates, is prohibited.

8. No drunkenness, rioting or gambling shall be permitted within the premises and no person of notoriously bad character shall be permitted to meet or to remain therein. Intimation of any offence committed or of the presence of habitual offenders or disorderly persons, shall be given by the Licensee to the nearest Magistrate or Police Station.

9. The Licensee shall maintain in ink from day to day true accounts of transactions in such registers as may be prescribed from time to time by the Excise Commissioner and shall furnish such information and statistics as may be called for by any officer of the Excise Department not below the rank of aRange Inspector (Where there is a difference of duty of Excise of luxury tax if any as between two licensed periods, such difference shall be remitted in respect of all stocks of Indian Made Foreign Liquor including Beer held by licensees at the close of the former period.

10. (The licensee shall not lease out, sell or otherwise transfer his licence under any circumstances)

11. The Licensee shall on requisition by the Excise Commissioner or any Officer duly authorized by him deliver up his licence for amendment or renewal.

12. The Excise Commissioner may upon giving 15 days notice revoke any licence, in which case, a proportionate part of the fee paid by the Licensee shall be refunded to him.

13. All Excise Officers of andabove the rank of Inspectors shall have the authority to inspect licensed Clubs, to examine the premises, its test measures in use and the articles under sale and to call for and check the accounts kept in the shop.

14. The Licensee shall possess or use on the licensed premises, only such standard measures of capacity as may from time to time be prescribed by the Government.

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15. [Infraction of any of the rules or the conditions of the license either by the licensee or by any person in his employment shall entail on the licensee or his agent or both, a fine of Rs. 30,000) or cancellation of the licence or both. An officer of and above to rank of (Deputy Commissioner of Excise) shall be competent to impose all or any of the above penalties except the cancellation of the licence which shall be done only by the Excise Commissioner.

Provided that, if the holder of such licence or permit sells or stores for sale liquour in any premises other than the licensed premises such penalty shall not be less than One Lakh rupees.]

16. The imposition of a fine or the cancellation of the license shall not, however relieve the Licensee or his agents from liability to be prosecuted for any specific offence committed against the Abkari Act or under these rules (xxx)

[16.A The minimum strength at which Indian Made Foreign Spirits can be sold are 35^0 U.P of gin and 25^0 U.P for all other kind of spirit. (However the actual proof spirit content of such liquor may be (5.25^0) proof under or over the above proof strength in line with the Indian standard specification (ISI) in this regard. Provided that because of efflux of time in storage, the degree under poof is likely to get deteriorated due to the chemical nature of ethyl alcohol].

17. Liquor should not be served in connection with marriage or other such celebrations under this licence.

(17A. No/ FL4A licensed premises shall be kept open before 11 O' clock in the morning and after 11 O' clock in the night)

18. There shall be no supply of liquor in the Club on the following days:-

(i) Birthday of Mahatma Gandhi

(ii) Birthday of Sree Narayana Guru

(iii) Commemoration day of Mahatma Gandhi

(iv) Samadhi day of Sree Narayana Guru

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(v) During the period of forty-eight hours ending with the hour fixed for the conclusion of the poll in connection with general or bye election within the polling area and on the whole day of counting of votes within the polling area.

(vi) (During the period of forty eight hours ending with the hour fixed for the conclusion of the poll in connection with the election or bye election to the Corporation, Municipal Division, Wards or Panchyat constituencies within the polling areas and on he whole day of counting of votes within the polling area.)

(vii) The first day of all English calendar months.

(viii) Good Friday

(ix) International Day against Drug Abuse and Illicit Trafficking)

(x) (xxx)

[19 A Sign board of the dimensions 1 metre X ¾ metre shall be fixed to the main front of the shop. The Board should have a white background with number, name of the licence and the name of the licensee written in black letters. The Board should contain the warning, in English & Malayalam ("ALCOHOL CONSUMPTION IS INJURIOUS TO HEALTH-മദ്യപാനം ആരോഗ്യത്തിന് ഹാനീകരം" and "DRUNKEN DRIVING IS PUNIHABLE- മദ്യപിച്ച് വാഹനം ഓടിക്കുന്നത് ശിക്ഷാർഹമാണ്.") Written in red letters, each letter having a dimension of not less than 5 centi metres. The licence must be hung in a conspicuous place within].

20. No woman shall be employed in any capacity in the Club in connection with the sale of liquor.

21. The Licensee shall be found by all the relevant rules which have been made under the Abkari Act, as subsequently amended and continue in force and which may hereafter be passed under the Act or under any law relating to abkari revenue, which may hereafter be passed.

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22. It shall be competent to the Board of Revenue (Excise) to set aside, modify or otherwise revise an order passed by any Excise Officer subordinate to the Board of Revenue (Excise). The Board of Revenue (Excise) shall also exercise the powers delegated to it's subordinates, if found necessary.

23. When the period of licence expires and it is not renewed for the next financial year or when the license is cancelled, revoked or notice of such cancellation or revocation is given to the License, the Licensee shall within 30 days from the date of expiry of the period of licence or from the date of receipt of cancellation or revocation notice, as the case may be, sell or transfer the full stock of Liquor to the FL9 Licensee from whom it had been purchased. Should the Licensee fail to do so within the prescribed time limit, the Excise Inspector of the range within which the licensee's Club is situated, will take such liquor into custody and keep the same in his office. The Licensee's shall be allowed a further period of 30 days for selling or transferring the same to the said FL9 Licensee in one transaction after obtaining proper permits from the Excise Inspectors concerned. If before the expiry of this further period the Licensee again fails to sell or transfer it, the Officer in charge of the division shall otherwise dispose of the liquor as per rules.

SCHEDULE SHOWING BOUNDARIES OF THE CLUB

Taluk, Village, Muri, Door No. Building No. and Survey No. etc	Bounded on the			
	North by	East by	South by	West by

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SCHEDULE ROOM/EARMARKED FOR CONSUMING LIQUOR

Particulars of the Room/Counter	Bounded on the			
	North by	East by	South by	West by

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FORM FL-7

LICENCE FOR THE POSSESSION AND USE OF RECTIFIED SPIRIT FOR INDUSTRIAL PURPOSES

FORM FL-7

[see Rule 13(7)]

Licence for possession and sale of liquor to Air Passengers transiting [domestic as well as International Terminal in the Airports in the State] who are required to wait at the Airport Transit Lounge reserved for such passengers before resuming their journeys.

Licence under the provisions of the Abkari Act, 1 of 1077, and the rule made thereunder to regulate the issue of licences for the sale of Foreign Liquor is hereby granted to (full name and address).....at the .....Airport (name) for the possession and sale of Foreign Liquor to bonafide Air passengers transiting the [domestic as well as International Terminal in the Airports in the State] who are required to wait at the Airport transit lounge before resuming their journey. This licence is valid for the period from 1st April,.....to 31st March,..... and it will be subject to the following conditions to be observed by the licensee:-

CONDITIONS

1. The licensee shall be bound by the provisions of the Abkari Act 1 of 1077, and the rules framed thereunder, as amended from time to time.
2. The privilege conferred under this licence is restricted to the possession and sale of [xxx] Foreign Liquor to banafide air passengers transiting [domestic as well as International Terminal in the Airports in the

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State]who are required to wait at the Airport transit lounge before resuming their journeys.

3. The liquor permitted to be possessed and sold under this licence shall be obtained from FL-9 Licensee in the State, as may be permitted by the Commissioner of Excise.
4. A transport permit shall be obtained by the licensee from the Commissioner of Excise whenever they intend to obtain [xxx] Foreign Liquor from the FL-9 licensee.
5. The licensee shall, when required by any officer concerned, produce evidence to show that the liquor has been obtained lawfully.
6. The licensee is prohibited from rectifying the spirits by purifying, colouring or flavouring or mixing any material therewith.
7. The possession and sale of liquor by the licensee outside the limits of the licensed premises is prohibited.
8. All liquors sold or kept for sale shall be of good quality and unadulterated. Nothing shall be added to them to increase their intoxicating power or for any other purpose.
9. The sale or transport of liquor by persons suffering from leprosy or any contagious disease and the employment of such persons in the lounge for sale are prohibited.
10. The licensee shall maintain day-to-day true accounts of transactions in such register as may be prescribed from time to time by the Commissioner of Excise and shall furnish such information and statistics as may be called for by any officer of the Excise Department not below the rank of an Excise Inspector.
11. The licensee shall not lease out, sell or otherwise transfer his licence without the written consent of the Commissioner of Excise.

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12. The licensee shall on requisition by the Commissioner of Excise or any officer duly authorized by him deliver up his licence for amendment or renewal.

13. When the period of this licence expires and it is not renewed for the next following financial year or when this license is cancelled and a notice of such cancellation is given to the licensee, the licensee shall, within thirty days from the date of expiry of the period of this licence or from receipt of such notice, as the case may be, sell the full stock of Foreign Liquor in his possession to any vendor who holds licence to sell such liquor. If the licence fails to do so within the prescribed period, the Excise Inspector of the Range within which the licensees' premises are situated will take such Foreign Liquor in custody and keep the same in his office. The licensee shall be allowed a further period of thirty days of selling the same in one transaction to another licensed vendor or Foreign Liquor. If, before the expiry of this further period, the licensee fails to sell it, the officer-in-charge of the Division will sell such Foreign Liquor by public auction and deliver to the licensee the proceeds thereof after deducting from such proceeds the expenses connected with the sale/

14. The Commissioner of Excise may, upon giving 15 days' notice, revoke any licence, in which case, a proportionate part o the fee paid by the licensee shall be refunded to him.

15. All Excise Officers of and above the rank of Excise Inspector and Sub-Inspector of Police shall have authority to inspect the licensed premises and shops to examine premises, to test measures in use and the articles under sale and to call for and check the accounts kept in the shop.

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16. The licensee shall possess or use on the licensed premises only such standard measures of capacity as may from time to time be prescribed by the Government.

17. The licensee shall remit such difference of Excise Duty or Luxury Tax if any, in respect of all stocks of [xxx] Foreign Liquor held by the licensees at the close of the former period where there is a difference of Excise Duty or Luxury Tax as between two licence periods.

18. Infraction of any of the rules or the conditions of this licence either by the licensee or by any person in his employment shall entail on the licensee or his agent or both, a fine of [Rs.30,000 (Rupees Thirty thousand only)] or cancellation of the licence or both. The Commissioner of Excise shall be competent to impose all or any of the above penalties.

19. The imposition of a fine or cancellation of the licence shall not, however relieve the licensee or his agents from liability to be prosecuted for any specific offence committed under the Abkari Act or the rules made there under.

20. The licence shall cease to operate and shall be cancelled in the event of infringement of any of the foregoing conditions and such other conditions as may be prescribed from time to time.

21. The licence and stocks of liquor possessed or served under it shall be open to inspection by any officer of the Excise Department not below the rank of an Excise Inspector, as the case may be. The license shall be given information and called for such records or other materials as may be required by this connection with his inspection.]

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FORM F L 8

[See Rule 13]

LICENCE FOR POSSESSION, DISTRIBUTION OF [XXX], INDIAN MADE FOREIGN LIQUOR AND BEER BREWED IN INDIA, IN CANTEENS MESS ATTACHED TO ..... UNITS

Under the provisions of the Abkari Act, 1 of 1077, and the rule made thereunder and the consideration of the payment of a fee [Rs. 1000 (Rupees One Thousand only)] licence is hereby granted to ….. .. for the possession, sale or distribution of Indian Made Foreign Liquor and beer brewed in the Canteen / Mess, situated as shown in the annexed schedule attached to the …….. Unit stationed at during the period beginning from the ……. Day of …….. 20 …….and ending with 31st day of March 20……. Subject to the following conditions and stipulations to be observed by the said licensee.

1. The privilege extends only to the possession, sale and distribution Foreign Liquor, Indian Made Foreign Liquor and beer brewed in India to the ……personnel attached to the ……..Unit (and Ex-Service men).
2. The sale and distribution of liquor shall be done only at the Canteen / Mess. The licensee shall not sell or distribute liquors at any other place or establish a second place without the prior sanction of the [Deputy Commissioner of Excise] having jurisdiction over the place.
3. Liquor shall be sold, distributed or served only to full time Defence personnel attached to unit mentioned in condition at the scale fixed for each for consumption on the premises and to Ex-servicemen. The Ex-servicemen shall produce non-transferable canteen stores permits issued to them and the Discharge certificates at the time of making purchase. Liquor shall be sold to Ex-servicemen only at the scale fixed in the Canteen Stores permit. Liquor obtained under this licence shall not be issued to civilian Officers serving in the National Cadet Crops or other units. Liquor shall not be issued for consumption outside the premises, provided that married full time officers while on duty or while they are residing at a Military station during

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leave and Ex-Servicemen can take liquors to their residences for personnel consumption.

4. The minimum strength at which imported Foreign Liquor and Indian Made Foreign Spirits can be sold is 35^0 U.P. for gin and 25^0 U.P. for all kinds of spirits. [However, the actual proof spirit content of such liquor may be [5.25^0] proof under or over the above proof strength]
5. The licensee is prohibited from rectifying spirits by purifying, colouring, flavouring or mixing any material therewith and from blending Foreign Liquor or Indian made Foreign Liquor. The possession in the licenced premises of any essence or substance used and capable of being used for colouring or flavouring liquor is prohibited.
6. Every bottle or other receptacle containing liquor that has been compounded or blended in India shall be labelled as having been compounded or blended in India. Every bottle or other receptacle containing Foreign Spirits bottled in the State shall bear a label affixed to it by the bottler in accordance with the terms of his bottling licence. If liquor is kept in bottles, the bottles shall be sealed, wired or secured by capsules or cork and the top of neck covered by metallic foil. The licensee is prohibited from altering either the nature of the bottled liquor purchased by him or labels upon the bottles. Every receptacle or bottle containing liquor obtained free of excise duty or at concessional rate of duty must bear a printed label marked thereon by the manufacturer specifically showing that the liquor is intended "for use of the Defence Service Personnel only."
7. The licence is prohibited from bottling liquor.
8. The licensee shall obtain his supply of [xxx]. Indian made Foreign Liquor and beer brewed in India from any branch of the Canteen Stores Department of India or such other sources as may be specifically permitted by the Excise Commissioner.

9. [No liquor shall be imported into State except under a permit issued by the Deputy Commissioner of Excise of the Division to which the consignment is destined or any Excise Officer not below the rank of an Deputy Commissioner of Excise who is duly empowered for the purpose. Such permit shall be granted only on proof of payment of the prescribed Excise Duty and import fee. No concession in the rate of duty if such a concession is in existence shall be allowed except in respect of supplies through BW1(A) License issued under the

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Foreign Liquor (Storage in Bond) Rules, 1961. Liquor purchased from any licensee or from the BW 1(A) licensee shall be transported by the licensee to the licensed premises only under cover of a Transport permit issued by the Excise Officer in charge of the Bonded Warehouse/ Distillery/Brewery from which the consignment is released. Application for the purchase of liquor shall be forwarded to the Officer in charge of the above Institution through the Excise Inspector in charge of the Range to which the consignment is destined. Provided that Rum purchased from BW1(A) Licensee during the period of emergency may be imported or transported without permit from [Excise authorities but shall be covered by a written permit (authorisation) issued by the senior military Officer in charge specifying the destination, route and quantity. A copy of the authorisation shall be sent simultaneously to the Excise inspector in charge of the Range concerned.]

10. The sale or transport of liquor by persons suffering from leprosy or any contagious disease and the employment of such person in the shop for the sale of the same are prohibited.
11. The possession or sale upon any licenced premises of any liquor other than that to which the license relates, is prohibited.
12. [The licensee shall not lease out, sell or otherwise transfer his licence under any circumstances]
13. The licensee shall on requisition by the Excise Commissioner or any officer duly authorised by him deliver up his licence for amendment or renewal.
14. When the period of this licence expires and it is not renewed for the next following financial year or when this licence is cancelled and a notice of such cancellation is given to the licensee, the licensee shall within thirty days from the date of expiry of the period of this licence or from receipt of such notice, as the case may be, sell the full stock of Foreign Liquor in his possession to any vendor who holds a licence to sell such liquor. Should the licensee fail to do so within the prescribed period, the Excise Inspector of the Range within which the licensee's premises are situated will take such Foreign Liquor in custody and keep the same in his office.

The Licensee shall be allowed a further period of thirty days for selling the same in one transaction to another licensed vendor of Foreign Liquor. If before the

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expiry of this further period, the licensee fails to sell it, the officer-in-charge of the Division will sell such Foreign Liquor by public auction and deliver to the licensee the proceeds thereof after deducting from such proceeds the expenses connected with the sale.

15. The Excise Commissioner may, upon giving 15 days notice, revoke any licence in which case, a proportionate part of the fee paid by the licensee shall be refunded to him.

16. [xxx]

17. The licensee shall maintain in ink from day to day true accounts of transactions in such form as may be prescribed from time to time by the Excise Commissioner. All bills of purchase of liquor shall be filed in support of the accounts. The accounts and the bills of purchase shall be preserved for a period of one year from the date of expiry of the period covered by the licence. Any Officer of the Excise Department not below the rank of the Range Inspector shall be competent to inspect the licenced premises, to call for and check the accounts maintained by the licensee, to test measures in use and the articles under sale and to check the stock. [Whether there is a difference of duty of Excise or luxury tax if any as between two licensed periods, such difference shall be remitted in respect of all stocks of Indian made foreign liquor including beer held by the licensee at the close of the former period.]

18. The licensee shall be bound by any additional rules that may be prescribed from time to time.

19. The licensee shall be bound to furnish such information and returns as may be required by the Deputy Commissioner of Excise.

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20. [Infraction of any of the rules or the conditions of the licence either by the licensee or by any person in his employment shall entail in the licensee or his agent or both, a fine of [Rs.30,000] or cancellation of the licence or both. An officer of and above the rank of [Deputy Commissioners of Excise] shall be competent to impose all or any of the above penalties except the cancellation of the licence which shall be done only by the Excise Commissioner.

Provided that if the holder of such licence or permits sells or stores for sale liquor in any premises other than the licensed premises such penalty shall not be less than One Lakh rupees.]

21. The imposition of a fine or the cancellation of a licence shall not however relieve the licensee from liability to be prosecuted for any specific offence committed against the Abkari Act or under these rules.

SCHEDULE SHOWING THE BOUNDARIES OF THE PUB-BEER PARLOUR

Taluk, Village, Desom etc., in full	Bounded on the			
	North by	East by	South by	West by

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Dated.....the.....day of 20 .....

Deputy Commissioner of Excise

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FORM F L 8A

[See Rule 13(8A)]

Licence for Possession Distribution and Sale of Indian Made Foreign Liquor and Beer brewed in India, in Canteens /Mess attached to [the units of Central Armed Police Forces]

Under the provisions of the Abkari Act, 1 of 1077, and the rule made there under and the consideration of the payment of a fee [Rs. 1000 (Rupees One Thousand only)] licence is hereby granted to ….. .. for the possession, sale or distribution of Indian Made Foreign Liquor and beer brewed in the Canteen / Mess, situated as shown in the annexed schedule attached to the …….. Unit stationed at during the period beginning from the ……. Day of …….. 20 …….and ending with 31st day of March 20……. Subject to the following conditions and stipulations to be observed by the said licensee.

CONDITIONS

1. The privilege under this licence extends only to the possession, sale and distribution Foreign Liquor, Indian Made Foreign Liquor and beer brewed in India to the serving and retired personnel's attached to the [Central Armed Police Forces.]
2. The sale and distribution of liquor shall be done only at the Canteen / Mess. The licensee shall not sell or distribute liquors at any other place or establish a second place without the prior sanction of the Deputy Commissioner of Excise having jurisdiction over the place.
3. Liquor shall be sold, distributed or served only to full time serving and retired personnel's attached to the [centre/unit] mentioned in condition at the scale fixed for each for consumption on the premises. The retired personnel's shall produce non-transferable canteen stores permits issued to them and the Discharge certificates at the time of making purchase. Liquor shall be sold to retired personnel's only at the scale fixed in the Canteen Stores permit. Liquor obtained under this licence shall not be issued to Officers serving in other [centre/unit] Liquor shall not be issued for

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consumption outside the premises, provided that married full - time officers while on duty or while they are residing at a station during leave and retired personnel's can take liquors to their residences for personnel consumption.

4. The minimum strength at which imported Foreign Liquor and Indian Made Foreign Spirits can be sold is 35^0 U.P. for all kinds of spirits. However, the actual proof spirit content of such liquor may be 1^0 proof under or over the above proof strength
5. The licensee is prohibited from rectifying spirits by purifying, colouring, flavouring or mixing any material therewith and from blending Foreign Liquor or Indian made Foreign Liquor. The possession in the licenced premises of any essence or substance used and capable of being used for colouring or flavouring liquor is prohibited.
6. Every bottle or other receptacle containing liquor that has been compounded or blended in India shall be labelled as having been compounded or blended in India. Every bottle or receptacle containing Foreign Spirits bottled in the State shall bear a label affixed to it by the bottler in accordance with the terms of his bottling licence. If liquor is kept in bottles, the bottles shall be sealed, wired or secured by capsules or cork and the top of neck covered by metallic foil. The licensee is prohibited from altering either the nature of the bottled liquor purchased by him or labels upon the bottles. Every receptacle or bottle containing liquor obtained free of excise duty or at concessional rate of duty must bear a printed label marked thereon by the manufacturer specifically showing that the liquor is intended [for use of the Central Armed Police Personnel and Ex-Service Central Police Force Personnel only].
7. The licence is prohibited from bottling liquor.
8. [No liquor shall be imported into State except under a permit issued by the Deputy Commissioner of Excise of the Division to which the consignment is destined or any Excise Officer not below the rank of an Deputy Commissioner of Excise who is duly empowered for the purpose. Such permit shall be granted only on proof of payment of the prescribed Excise Duty and import fee. No concession in the rate of duty if such a concession is in existence shall be allowed except in respect of supplies through BW1(A) License issued under the Foreign Liquor (Storage in Bond) Rules, 1961. Liquor purchased from any licensee or from the BW 1(A) licensee shall be transported by the licensee to the licensed premises only under

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cover of a Transport permit issued by the Excise Officer in charge of the Bonded Warehouse/ Distillery/Brewery from which the consignment is released. Application for the purchase of liquor shall be forwarded to the Officer in charge of the above Institution through the Excise Inspector in charge of the Range to which the consignment is destined.

Provided that rum purchased from BW1(A) Licensee during the period of emergency may be imported or transported without permit from [Excise authorities but shall be covered by a written permit (authorisation) issued by the senior Officer in charge specifying the destination, route and quantity. A copy of the authorisation shall be sent simultaneously to the Excise inspector in charge of the Range concerned.]

9. The sale or transport of liquor by persons suffering from leprosy or any contagious disease and the employment of such person for the sale of the same are prohibited.
10. The possession or sale upon any licenced premises of any liquor other than that to which the license relates, is prohibited.
11. The licensee shall not lease out, sell or otherwise transfer his licence under any circumstances.
12. The licensee shall on requisition by the Excise Commissioner or any officer duly authorised by him deliver up his licence for amendment or renewal.

13. When the period of this licence expires and it is not renewed for the next following financial year or when this licence is cancelled and a notice of such cancellation is given to the licensee, the licensee shall, with thirty days from the date of expiry of the period of this licence or from receipt of such notice, as the case may be inform to the Deputy Excise Commissioner as to the balance of stock available, who shall then issue orders freezing the stock and the fact reported to the Excise Commissioner.

14. The Excise Commissioner may, upon giving 15 days notice, revoke any licence on valid grounds.

15. The licensee shall maintain in ink day to day true accounts of transactions in such from as may be prescribed from time to time by the Excise Commissioner.

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All bills of purchase of liquor shall be filed in support of the accounts. The accounts and the bills of purchase shall be preserved for a period of one year from the date of expiry of the period covered by the licence. Any officer of the Excise Department not below the rank of a Range Inspector shall be competent to inspect the licensed premise, to call for and check the accounts maintained by the licensee to test measures in use and the articles under sale and to check the stock. Whether there is a difference of duty of Excise or luxury tax if any as between two licensed periods, such difference shall be remitted in respect of all stocks of Indian Made Foreign Liquor including beer held by the licensee at the close of the former period.

16. The licensee shall be bound by any additional rules that may be prescribed from time to time.

17. The licensee shall be bound to furnish such information and returns as may be required by the Deputy Excise Commissioner.

18. Infraction of any of the rules or the conditions of the licence either by the licensee or by any person in his employment shall entail in the licensee of hi agent or both, a fine of Rs. 30,000 (Rupees Thirty thousand only) or cancellation of the licence or both. An officer of and above the rank of Deputy Excise Commissioners shall be competent to impose all or any of the above penalties, except the cancellation of the licence which shall be done only by the Excise Commissioner.

Provided that if the holder of such licence or permit sells or stores for sale liquor in any premises other than the licensed premises such penalty shall not be less than One Lakh rupees.

19. The imposition of a fine or cancellation of the licence shall not, however, relieve the licensee from liability to be prosecuted for any specific offence committed under the Abkari Act or the rules made hereunder.

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SCHEDULE SHOWING THE BOUNDARIES OF THE LICENCED PREMISES

Taluk, Village, Desom etc., in full	Bounded on the			
	North by	East by	South by	West by

Dated..... the ----------day of 20.....

(Deputy Excise Commissioner)

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FORM FL. 11
(See Rule 13(11))
LICENCE FOR THE PRIVILEGE OF POSSESSION AND VENDING OF
[BEER/WINE FOR CONSUMPTION IN THE PREMISES]

[Commissioner of Excise, Kerala State, under the provisions of the Abkari Act, 1077 hereby licence you---------- to vend beer/wine at the premises of the hotels and restaurants, owned and /or run by the Kerala Tourism Development Corporation Limited, India Tourism Development Corporation Limited, hotels or restaurants having the ratings of Three Star, Four Star, Five Star Deluxe, Heritage and Resort hotels as well as classified restaurants, during the period from 1st April---- to the last day of March----------subject to the conditions and stipulations to be observed by you, the said licensee.]

[The Deputy Commissioner of Excise----------under the provisions of Abkari Act 1 of 1077, and of the rules made hereby licence you----------to vend beer/wine at the premises of the hotel where the FL.3 licence granted was in force as on 31st March, 2014 subject to the following conditions and stipulations to be observed by the licensee.

(Strike off whichever is not applicable)].

CONDITIONS

1. The privilege under this licence extends to the vend of (beer/wine) on payment of an annual rental of Rs.4,00,000 (Rupees Four Lakhs only)

2. The sale of beer in quantity less than one bottle at a time to a person is prohibited. The (beer/wine) sold under this licence shall be permitted to be consumed only within the premises specified in the licence.

3. The licencsee is prohibited from selling (beer/wine) other than the one supplied by the Kerala State Beverages (Manufacturing and Marketing) Corporation Ltd.

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The licensee is also prohibited from rectifying, purifying, colouring, flavouring or mixing any materials therewith.

4. All (beer/wine) ke[pt for sale must bear a printed label showing clearly the country of manufacture, the name of the bottler as entered in his licence and place of bottling and stickers pasted by the Kerala State Beverages (Manufacturing and Marketing) Corporation Ltd. [All Foreign Made wine imported into the State and kept for sale shall be affixed with label approved by the Excise Commissioner as provided in Foreign Liquor (Approval of Label) Rule, 2018].

5. Possession and sale of foreign liquor other than (beer/wine) or any other kind of liquor are prohibited.

6. Separate accounts shall be maintained by the licensee for the purchase, sale and balance quantity of (beer/wine), every day. [Beer/wine] shall not be transferred from one (beer/wine) Parlour to another without the written consent of the (Deputy Commissioner of Excise) concerned. [Where there is a difference of duty of Excise or luxury tax as between two licence periods, such difference shall be remitted in respect of all stocks of (XXX) Foreign Liquor including (beer/wine) held by the licensees at the close of the former period.]

7. [A Sign Board of the dimensions 1 metre x ¾ metre shall be fixed to the main front of the shop. The board should have a white background with the number, name of the licence, and the name of the licensee written in black letters. The Board should contain the warning in English and Malayalam [ALCOHOL CONSUMPTION IS INJURIOUS TO HEALTH – മദ്യപാനം ആരോഗ്യത്തിന് ഹാനീകരം and " DRUNKEN PDRIVING IS PUNISHABLE"- മദ്യപിച്ച് വാഹനം ഓടിക്കുന്നത് ശിക്ഷാർഹമാണ്] Written both in English and Malayalam in red letters, each letter having a dimension of not less than 5 centimeters. The licence must be hung in a conspicuous place within.]

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7A. No Liquor shall be sold under this license through more than one beer and wine counter within the licenced permit room of the hotel: Provided that the licensee may be permitted to maintain more than one beer and wine

counter within the licensed permit room of the hotel with the prior permission of the Excise Commissioner on payment of an additional annual rental of Rs. 10,000/- (Rupees ten thousand only) for each such beer and wine counter.

7B. The holder of this licence shall not maintain or operate counters in, or in the premises of the hotel or in any area other than within the licensed permit room of the hotel Provided that the licensee may be permitted to manage services using service desks in such premises or areas with the prior permission of Excise Commissioner on payment of an annual rental of Rs.10,000/- (Rupees ten thousand only) for each service desk. Beer or wine to the service desk shall be brought from the beer and wine counter within the licensed permit room and a true account of the quantity and other details of the liquor so brought to the service desk shall be properly entered in a separate register meant for the purpose. No liquor shall be stored and served in any room or place other than the rooms or places specifically permitted by the Excise Commissioner for the purpose as shown in the approved building plan of the hotel 'marked in the approved building plan of the hotel'.] 7B

8. An Excise Officer not below the rank of an Excise Inspector shall have the authority to inspect the premises and accounts and verify the permits and vouchers for the purchase and transport of (beer/wine) and shall have authority to take possession of any quantity of (beer/wine) found unfit for human consumption or suspected to have been tampered with. Officers of the Excise Department, not below the rank of an (Deputy Commissioner of Excise), are empowered to

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confiscate and destroy any liquor found in the Parlour to be unfit, for human consumption or which has been tampered with.

8.A [No.11 licensed premises shall be kept open before 11 O clock in the morning afger 11 O clock in the night.

Provided that in the tourist centres, approved by the Government in Taxes Department, FL 11 licensed premises may be kept open from 10 O clock in the morning to 12 O clock in the mid night].

9. The premises specified in the licence shall remain closed on the following days:-

(i) Birthday of Mahatma Gandhi

(ii) Birthday of Sree Narayana Guru

(iii) Commemoration of Mahatma Gandhi

(iv) Samadhi day of Sree Narayana Guru

[(v) During the period of forty eight hours ending with the hour fixed for the conclusion of the poll in connection with general or bye election within the polling area and on the whole day of counting of votes within the polling area.

(vi)During the period of forty-eight hours ending with the hour fixed for the conclusion of the poll in connection with the election or bye election to the Corporation, Municipal Division, Wards or Panchayat constituencies within the polling area and on the whole day of counting of votes within the polling area]

(vii) The first day of all English calendar months.

(viii) Good Friday

(ix) International Day against Drug Abuse and illicit Trafficking]

[(x) X X X]

10. The licensee shall furnish such returns and information as may be required by the (Commissioner of Excise) and the Excise Officers from time to time. The licensee shall maintain in his Parlour an inspection note book with the pages numbered consecutively for the inspecting officers to record their remarks. The

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licensee shall not sell, transfer, lease out or sub-rent the whole or any portion of the privilege granted to him under the licence.

11. Every licensee shall be bound to report to the (Commissioner of Excise) or the (Deputy Commissioner of Excise) of the Deputy Commissioner concerned all instances which come to the knowledge of any person employed by him in the carriage or sale of (beer/wine), committing breaches of Abkari Laws or ruled made thereunder and to comply with any order of the (Commissioner of Excise) or of the (Deputy Commissioner of Excise) or the Deputy Commissioner of Excise to discontinue the employment of such person.

12. The licensee shall on requisition by the (Commissioner of Excise) or any officer duly authorise by it deliver up the licence for amendment or renewal.

13. The licensee shall not have pecuniary dealings of any kind with the officers of the Excise Department.

14. No remission, abatement or refund of the rental shall be claimed by the licensee on any account whatsoever. Interest on all sums due shall be payable at the rate of 18% per annum.

15. [Infraction of any of the rules or the conditions of the licence either by the licensee or by any person in his employment shall entail on the licensee or his agent or both, a fine of Rs. 30,000 or cancellation of the licence or both. An officer of and above the rank of (Deputy Commissioner of Excise) shall be competent to impose all or any of the above penalties except the cancellation of the licene which can be done only the Excise Commissioner.

Provided that if the holder of such licence of permit sells or stores for sale liquor in any premises, other than the licensed premises, such penalty shall not be less than One Lakh rupees.]

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16. (The maximum strength at which beer shall be sold is 6% v/v and the alcoholic strength of Indian Made Wine which can be sold shall be from 8% v/v to 15.5% v/v)

17. No Woman shall be employed in any capacity in a (beer/wine) Parlour unless she be the licensee herself.

18. The licensee shall be bound by all the relevant rules which have been made under the Abkari Act as subsequently amended and continue in force and which may hereafter be passed under the Act or under any law relating to abkari revenue, which may hereafter be passed.

19. It shall be competent to the (Commissioner of Excise) to set aside, modify or otherwise revise an order passed by any Excise Officer subordinate to the (Commissioner of Excise). The (Commissioner of Excise) shall also exercise the powers delegated to its subordinate, if found necessary.

20.When the period of licence expires and it is not renewed for the next financial year or when the licence is cancelled, revoked or notice of such cancellation or revocation is given to the licensee, the licensee shall within 30 days from the date of expiry of the period of licence or from the date or receipt of cancellation or revocation notice, as the case may be, sell or transfer the full stock of (beer/wine) to any other (beer/wine) Parlour licensees (XXXX). Should the licensee fail to do so within the prescribed tile limit, the Excise Inspector of the range within which the licensees (beer/wind) Parlour is situated, will take such (beer/wine) in custody and keep the same in the office. The licensee shall be allowed a further period of 30 days for selling or transferring the same to another (beer/wine) Parlour in one transaction after obtaining proper permits from the Excise Inspectors concerned. If before the expiry of this further period the licensee again fails to sell or transfer it, the officer in charge of the division shall otherwise dispose of the (beer/wine) as per rules.

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SCHEDULE SHOWING THE BOUNDARIES OF THE LICENCED PREMISES

Taluk, Muri, Village, Door No. etc.	Bounded on the			
	North by	East by	South by	West by

Dated the..... day of .....20.....

(Excise Commissioner)

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FORM FL 12

[See Rule 13 (12)]

Licence for the privilege of possession and vending of been in bottles without the permission for consumption on the premises through Retail Sale Outlet.

The Excise Commissioner, Kerala State, under the provisions of the Abkari Act, 1 of 1077, hereby licnce you-----to vend beer at the premises owned/possessed by the Kerala State Co-operative Consumers Federation during the period from 1st April----- to the last day of March------subject to the following conditions and stipulations to be observed by you, the said Licensee.

CONDITIONS

1. The Privilege under this licence extends to the vend of beer in bottles on payment of an annual rental of Rs. 3,00,000/- (Three lakhs only) in a room or counter separated and specially earmarked for the purpose and specified in this licence.

2. The sale of beer in quantity less than one bottle at a time to a person is prohibited. The beer sold under this licence shall not be permitted to be consumed within the premises specified in the licence.

3. The Licensee is prohibited from selling beer other than the one supplied by the Kerala State Beverages (Manufacturing and Marketing) Corporation Limited. The Licensee is also prohibited from rectifying, purifying, colouring, flavouring or mixing any materials therewith.

4. All beer kept for sale must bear a printed label showing clearly the country of manufacture, the name of the bottler as entered in his licence and place of bottling and stickers pasted by the Kerala State Beverages (Manufacturing and Marketing) Corporation Limited.

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5. Possession and sale of foreign liquor other than beer or any other kind of liquor are prohibited.

6. Separate accounts shall be maintained by the licensee for the purchase sale and balance quantity of beer every day. Beer shall not be transferred from one Beer retail sale Outlet to another without the written consent of the (Deputy Commissioner of Excise) concerned. (Whether there is a difference of duty of Excise or luxury tax as between two licence periods, such difference shall be remitted in respect of all stocks of Indian Made foreign Liquor including beer held by the licensees at the close of the former period]

7. A Sign Board of the dimension 1 metre X ¾ metre shall be fixed to the main front of the sale outlet. The Board should contain the warning in English and Malayalam [ALCOHOL CONSUMPTION IS INJURIOUS TO HEALTH – മദ്യപാനം ആരോഗ്യത്തിന് ഹാനീകരം and " DRUNKEN PDRIVING IS PUNISHABLE"- മദ്യപിച്ച് വാഹനം ഓടിക്കുന്നത് ശിക്ഷാർഹമാണ്] Written both in English and Malayalam in red letters, each letter having a dimension of not less than 5 centimeters. The licence must be hung in a conspicuous place within.]

8. An Excise Officer not below the rank of an Excise Inspector shall have the authority to inspect the premises and accounts and verify the permits and vouchers for the purchase and transport of (beer/wine) and shall have authority to take possession of any quantity of beer found unfit for human consumption or suspected to have been tempered with. Officer of Excise Department, not below the rank of an [Deputy Commissioner of Excise], are empowered to confiscate and destroy any liquor found in the Parlour to be unfit, for human consumption or which has been tasmpered with.

9. The premises specified in the licence shall remain closed on the flowing days:-

(i) Birthday of Mahatma Gandhi

(ii) Birthday of Sree Narayana Guru

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(iii) Commemoration of Mahatma Gandhi

(iv) Samadhi day of Sree Narayana Guru.

[(v) During the period of forty eight hours ending the hour fixed for the conclusion of poll in connection with the general or bye election within the polling area and on the whole day of or counting of votes within the polling area.

[(vi) During the period of forty eight hours ending the hour fixed for the conclusion of poll in connection with the election or bye election to the Corporation, Municipal Divisions, Wards of Panchayat constituencies within the polling area and on the whole day of counting of votes within the polling area.]

[(vii) The first day of all English calendar months.)]

[(viii) Good Friday)]

[(ix) Internationat day against Drug Abuse and Illicit Trafficking.)

[(x).....]

10. The licensee shall furnish such return and information as may be required by the Board of Revenue (Excise) and the Excise Officer from time to time. The licensee shall maintain, in his Sale Outlet, an inspection not book with the pages numbered consecutively for the inspecting officers to record the remarks. The Licensee shall not sell, transfer, lease out or sub-rent the whole or any portion or the privilege granted to him under the licence.

11. Every licencsee shall be bound to report to the Board of Revenue (Excise) or the [Deputy Commissioner of Excise] or the Deputy Commissioner of Excise concerned all instances which come to the knowledge of any person employed by him in the carriage or sale of beer, committing of breaches of Abkari Laws or rules made thereunder and to comply with any order of the Board of Revenue (Excise) or of the [Deputy Commissioner of Excise] or the Deputy Commissioner of Excise to discontinue the employment of such person.

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12. The licensee shall, on requisition by the Board of Revenue (Excise) or any officer duty authorised by it, deliver up the Licence for amendment or renewal.

13. The Licensee shall not have pecuniary dealings of any kind with the officers of the Excise Department.

14. No remission, abatement or refund of the rental shall be claimed by the Licensee ar any account whatsoever. Interest on all sums due shall be payable at the rate of 18% per annum.

[15. Infraction of any of the rules or the licensee or by any person in his employment shall entail on the licensee or his agent or both, a fine of [Rs. 30,000]or cancellation of the licence or both. An officer of an above the rank of [Deputy Commissioner of Excise] shall be competent to impose all or any of the above penalties except the cancellation of the licence which can be done only by the Excise Commissioner:

Provided that if the holder of such licence or permit sells or stores for sale liquor in any premises other than the licensed premises, such penalty shall not be less than One Lakh rupees.]

16. With the sanction of the Government, the Board of Revenue (Excise) may upon giving 15 days notice revoke the licence, in which case proportionate part of rental paid by the Licensee shall be refunded to him or otherwise appropriated to his credit.

17. No woman shall be employed in any capacity in a Beer Retail Sale Outlet unless she be the Licensee herself.

18. The Licensee shall be bound by all the relevant rules which have been made under the Abkari Act, as subsequently amended and continue in force and which may hereafter be passed under the Act or under any law relating to Abkari revenue, which may hereafter be passed.

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19. It shall be competent to the Board of Revenue (Excise) to set aside, modify or otherwise revise an order passed by any Excise Officer subordinate to the Board of Revenue (Excise). The Board of Revenue (Excise) shall also excise the powers delegated to its subordinates, if found necessary.

20. When the period of licence expires and it is not renewed for the next financial year or when the licence is cancelled, revoked or notice of such cancellation or revocation is given to the Licensee, the Licensee shall within 30 days from the dat of expiry of the period of licence or from the date of receipt of cancellation or revocation notice, as the case may be, sell or transfer the full stock of beer of the F9 Licensee from whom it had been purchased. Should the Licensee fail to do so within the prescribed time limit, the Excise Inspector of the range within which the Licensee's Beer Retail Sale Outlet is situated, will take such beer in custody and keep the same in his office. The Licensee shall be allowed a further period of 30 days for selling or transferring the same to the said FL9 Licensee in one transaction after obtaining proper permits from the Excise Inspectors concerned. If before the expiry of this further period the Licensee again fails to sell or transfer it, the Officer in charge of the division shall otherwise dispose of the beer as per rules.

SCHEDULE SHOWING BOUNDARIES OF THE BEER SALE OUTLET

Taluk, Village Muri Door No. etc.,	Bounded on the			
	North by	East by	South by	West by

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SCHEDULE OF ROOM/COUNTER EARMARKED FOR SALE OF BEER

Particulars of the room/counter	Bounded on the			
	North by	East by	South by	West by

Dated.....the.....day of.....

Excise Commissioner

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APPLICATION FOR EXPORT PERMIT OF IMFL

Details of Applicant

Name of Applicant ……

Address …….

……..

…….....

Distillery / Firm Details

Type of Applicant ……. Name of Unit ……

License No…… Name of Distillery / Firm……

Address……

…….

District…… Zone……

Concerned Excise Office…….

Details of Importing Firm

Name of Consignee…….

Address ……..

……

License No…… Country ……

Postal/ Zip Code ……..

Business PAN Number ……

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Whether any Last Consignment Sent to the Importing Firm……

Whether any Pending Consignments still to receive…….

Financial Year ……..

Quantity of IMFL……..

Brand Name	Brand Regn. No.	Strength (% V/V)	Quantity (ml/bottle)	No. of cases	Bottles per case	Total Quantity (Bulk Litres)	Total Quantity (proof Litres)

Grand Total

Route and name of exit check post ……

Purchase Order/ Proforma Invoice No. ……..

Purchase Order/ Proforma Invoice Date……

Affidavit

1. I hereby declare that all the information provided above are true to the best of my knowledge and belief.
2. Certified that EVC/ Bill of Lading, with respect to all the consignment, other than that specifically mentioned above, has been submitted and bond obligations were fulfilled.
3. The consignment covered by this application will be exported within the stipulated time as per bond obligation.

I Agree……..

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Book No.

Serial No. Permit No.

KERALA STATE
DEPARTMENT OF EXCISE
PERMIT FOR EXPORT OF INTOXICATING LIQUOR
(Issued under sections 7 and 24 of the Abkari Act I of 1077)
Statutory Warning

1. "A" copy of the permit shall always be carried along with the consignment till of reaches its destination.
2. Use of any other copy of the permit shall be punishable under section 55(a) of the Abkari Act I of 1077.
3. The "B" copy of the permit shall be issued to the Distillery Officer/Warehouse Keeper of the importing State.
4. The "C" copy of the permit shall be issued to the Excise Commissioner of the importing State.
5. The "D" copy of the permit shall be issued to the Excise Officer in charge of the exit check post.
6. The "E" copy of the permit shall be retained by the permit issuing authority.

Reference Here enter:.....

1. Name and address of the consignee with Licence No.
2. Description of Liquor with quantity:
3. From:
4. Route and name of exit check post:
5. Destination:
6. Sate whether under Bond or duty paid.
   If duty paid, furnish remittance particulars including export fee, if any:
7. Currency of the permit:
8. Where the permit is to be filed:

Station :

Date Signature and designation of the Issuing Authority

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II. To be filled by the Supplying Firm

1. Date on which the consignment is loaded:

2. Vehicle No. and type of vehicle:

3. Quantity loaded:

4. Signature and seal:

III. To be filled by the checking officer

1. By whom verified :

2. Date and place of checking:

3. Details of irregularities, if any:

4. Laden and unladen weight of the vehicle, if required:

5. Date and seal of the Checking Officer:

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No..... **Date:.....**

Commissionerate of Excise

Thiruvananthapuram Kerala

No Objection Certificate

Sub:- No Objection Certificate to export .....cases of .....from

.....

..... issued.

Ref:-.....

There is no objection for exporting .....cases of the following description from ....to..... ....on the strength of purchase order/proforma invoice No..... ....

Sl. No	Brand Name	Brand Regn. No.	Strength (%v/v)	Quantity (ml/bottle)	No. of cases	Bottles per case	Total Quantity (Bulk Ltrs)	Total Quantity (Proof Ltrs)

The No Objection Certificate and Export Permit are issued to the .... on condition that labels with warning "IMPORTED FROM INDIA/ PRODUCE OF INDIA" should be affixed on the bottles to be exported and also subject to the production of Excise Verification Certificate of each permit to ensure that the consignment has reached the destination in time and duty is collected and observance of the other usual conditions.

This No Objection Certificate is valid upto ..... Export Permit No..... have been issued.

(By Order)

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Date:.....

Place:..... Deputy Commissioner of Excise

(Abkari)

To,

.....

.....

.....

Copy to:

1.

2.

3.

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APPLICATION FOR ISSUACE OF NOC, IMPORT PERMTS AND EVC OF SPIRITS

Details of Applicant

Name of Applicant .....

Address .....

.....

District .....

Taluk .....

Postal / ZIP Code .....

Business PAN Number .....

Distillery / Firm Details

Type of Applicant .....Name of Distillery /Firm.....

License No. .....Renewed License Number.....

Address .....

.....

District.....

Zone.....Concerned Distillery Office.....

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Allowed Possession
Limits in a year(in B. Litres).....Postal / ZIP Code.....

Allowed Possession Limit at a Time (in B. Litres)

.....

Actual Stock of ENA/RS/Other Spirits (in B.Litres)

.....

Details of previous applications for NOC pending to be issued

Whether any previous application for issuance of NOC, is pending to be issued .....

Details of previous NOC Issued but pending for Import (Import not done yet)

Whether any previous NOC issued, is pending for import

.....

Present Request Details

Type of Spirit .....

Present Request (ENA / RS / Other Spirits)in B. Litres .....

Grand Total (In B. Litres) .....

Grand Total(Pending Applications in B. Litres).....

Whether Duty Paid or Under Bond?.....

No of Permits Required .....

Details of Consignments from the date of last application

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Whether any consignment received after the submission of last application .....

Quantity of E.N.A. utilized from the Date of Last Application (In B. Litres) Or from the beginning of the current financial year, which ever is later .....

Total Quantity of ENA Possessed by the firm in the current Financial Year.....

Details of Supply Source for Present Request

Name of Source.....

Address .....

.....

Country .....

State .....

District .....

Postal / Zip Code .....

Entry Check Post of Kerala .....

Vehicle Number.....

Affidavit

I hereby declare that the 'Present Request of Spirit' and quantity mentioned in the requested permits are found to be same and all the information provided above are true to the best of my knowledge and belief.

I Agree

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Book No. **Permit No**

Serial No.

KERALA STATE

DEPARTMENT OF EXCISE

PERMIT FOR THE IMPORT OF INTOXICATING **LIQUOR**

(Issued under Sections & and 24 of the Abkari Act 1 of 1077)

Statutory Warning

1. "A Copy of the permit shall always be carried along with the consignment till it reaches its destination. The consignment shall enter the State of Kerala only through the check pot mentioned in the permit.
2. Use of any other copy of the permit fee the purpose shall be punishable under Section 55(a) of the Abkari Act 1 of 1077
3. The 'B' Copy of the permit shall be issued to the Distillery Officer Warehouse keeper of the exporting State
4. The ‘C’ Copy shall be issued to the Excise Commissioner of the exporting State
5. The 'D' Copy shall be issued to the Excise Officer in-charge of the entry check post
6. The ‘E’ Copy shall be retained by the permit issuing authority.

Reference- Hence enter the Export Permit Number

1. Name and address of the consignee with
   Licence No. :
2. Description of Liquor with quantity :
3. From :
4. Route and name of entry check post :
5. Destination :
6. State whether under Bond or duty paid
   If duty paid , furnish remittance particulars
   Including import fee, if any :
7. Currency of the permit
8. Where the permit is to be filed :

Station:
Date :

Signature and designation of the

Issuing Authority.

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II. To be filled by the supplying Firm

1. Date on which the consignment is loaded :

2. Vehicle No. and type of vehicle :

3. Quantity loaded :

4. Signature and seal :

III. To be filled by the Checking Officer

1. By whom verified :

2. Date and place of checking :

3. Details of irregularities, if any :

4. Laden and unladen weight of the vehicle, if Required :

5. Date and seal of the Checking Officer :

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NOC No.

Commissionerate of Excise
Thiruvananthapuram, Kerala

Date:

NO OBJECTION CERTIFICATE

Sub:- No Objection Certificate to Import Permit …. ……..
……end from Kerala State - Issued.

Ref:- Application …… ….dated……

There is no objection in importing ……from….
……
……by……
…….
subject to the payment of requisite Import Duties/Other Duties/Taxes etc., as applicable. This No Objection Certificate is valid for a period of 45 (Forty Five) days from the date of issue.

Import permits No. …….. have been issued.

This is also subject to applicant obtaining requisite Export permit from the competent authority. Copy of which should be enclosed while sending details of transport as required under this office circular No…… dated …….

(By Order)

DEPUTY EXCISE COMMISSIONER (ABKARI)

To

…….
……..

Copy to:

1)
2)
3)
4)

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VII. KERALA FIRE AND RESCUE SERVICES DEPARTMENT

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "I-3"

Fire Safety Approval for High Hazard Industrial Buildings

(Height up to 15 meters)

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Covered Area of the building	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Covered Area of the building			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Separate sheet should be attached if number of floors exceeds 7
- Include details of basement floors also

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Whether the building is having more than one Occupancy . (Y/N)	
2	If answer to the Qn.1 is 'YES', 1. Types of Occupancies in the building	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)	
4	If the answer to the above question is 'YES' 1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

**** for buildings with area up to 50M^2, Rate / square meter will be Rs. 15.75 subject to minimum as specified above.**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width* of access (in mtr) : (For G1 Occupancy)	Minimum width of access required based on Total Floor area in square meters: Up to 300 sqm **: 3.00 m** Above 300 to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 sqm **: 6m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl.	Particulars	Required	Proposed for	Remarks of	Remarks of the

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No			the Building	Verifying Officer	Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase	(N)			

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	(Flights and Mid landing)? (Y/N)				
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

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a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not More than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

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2.8 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.9 Provisions Exclusively for Industrial Buildings –

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is any Storage, use and handling of Gasoline, fuel oil and other flammable liquids. (Y/N)	(Y/N)			
2	If yes, clearance as per Petroleum Act & Rules is obtained(Y/N)	(Y)			
3	Whether the building is having Boiler room or a heating plant(Y/N)	(Y/N)			
4	If yes, whether it is separated from the rest of the building. (Y/N)	(Y)			
5	Whether all the areas inside the building are open to the atmosphere or with enough ventilation facilities. (Y/N)	(Y/N)			
6	If the answer to the above question is “N”, whether proper venting vent facilities are provided for all the areas of the building.	(Y)			

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3. Portable fire fighting Equipment/ Fixed Installations

3.1 (A) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area up to 50M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed in the entire building? (Y/N)	(Y)			
5	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
6	What is the capacity of Terrace tank? (in ltr)	10000			
7	What is the capacity of the Electric Pump* installed at terrace tank level?	900 Lpm			
8	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***** The size (dia) of rising mains should be 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

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** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

a. (B) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area more than 50 m2 and up to 150M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed in the entire building ? (Y/N)	(Y)			
5	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
7	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
8	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
9	What is the capacity of Terrace tank? (in ltr)	25000			
10	What is the capacity of the Electric Pump* installed at terrace tank level?	900 Lpm			
11	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***** The size (dia) of rising mains should be 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

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** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

3.1 (C) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area more than 150M^2 and up to 300 M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
6	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
7	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
8	Whether Automatic Detection and	(Y)			

The particulars furnished al correct
Name of Applicant
Village and Panchayath: **Signature of olicant**
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	Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)				
9	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
10	What is the capacity of Under Ground Static Storage Tank? (in ltr)	50000			
11	What is the capacity of Terrace tank? (in ltr)	10000			
12	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
13	Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
14	Whether one Diesel (Stand-by) Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
15	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

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Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.1 (D) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area more than 300M^2 and up to 500 M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			

The particulars furnished al correct

Name of Applicant

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7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.1 (E) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area more than 500M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			

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5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	150000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed?	(Y)			

The particulars furnished al correct

Name of Applicant

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	(Y/N)				
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS	(Y)			

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	3034:1993? (Y/N)				

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y,				

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	Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking?	(Y)			

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	(Y/N)				

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room* (Applicable for Wet riser system only)

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/ Engineer / Concerned Licensed	Details of Registration of Concerned	Verifying Officer Input

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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			Contractor with details & Seal	Architect/ Engineer /Contractor	
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit))**.**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

The particulars furnished al correct
Name of Applicant
Village and Panchayath: **Signature of olicant**
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A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/
Authorised Signatory

Signature with Date
(For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

Address of Applicant with Mobile.
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2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
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Department of Fire & Rescue Services, Government of Kerala

FORM No. "H-5"

Fire Safety Approval for Institutional Buildings

(Custodial, Penal and Mental Institutions)

Height: Less than 10mtr in height

Application Form / Checklist

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/GramaPanchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Rows should be added if number of floors exceeds 7.
- Include details of basement floors also.

Name of Applicant

Village and Panchayath:

The particulars furnished al correct

Signature of olicant

Stamp of Digitally Signed Certificate.
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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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Name of Applicant
Village and Panchayath:
Signature of **olicant**
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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 16.54**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

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Name of Applicant

Village and Panchayath:

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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

The particulars furnished al correct

Name of Applicant

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1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentionsthe following details:				
	a) Details of approach road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

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1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase	(N)			

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	(Flights and Mid landing)? (Y/N)				
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	No of steps per Flights	Not exceeding 16 Nos.			
6	Gap of Baluster	Less than 15cms wide			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

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2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.
The exits that serve as egress from Hospital / Infirmary Sections shall not be less than 2mtr in clear width.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.5 Basements

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(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1**.** Kitchen working in Gas fuel should not be allowed in basements

2**.** Ramps shall not be considered as an exit in case of basements below the first basement in car parking

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2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

2.9 Ramps

(KMBR 40/ KPBR 45)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Ramp is provided in the building(Y/N)	(Y/N)			
2	If answer to the above question is 'Y',				
	(a) Width of the Ramp	Not less than 120 cm			
	(b) Height of the Hand rail	Not Less than 80 cm			
	(c) Maximum Gradient	1 in 10			

This table should be filled and attached for all ramps separately by the applicant, if there is more than one ramp is proposed.

Note: The slope of the Ramps shall be constant within the building.

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3. Portable fire fighting Equipment/ Fixed Installations

3.1(a) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)* (For Buildings with up to 300 persons)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
5	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
6	What is the capacity of Terrace tank? (in ltr)	10000 (+ 5000 if Basement area exceeds 200 m^2)			
7	What is the capacity of the Electric Pump* installed at terrace tank level?	450 (+ 450 Lpm if Basement area exceeds 200 m^2)			
8	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

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Note:.

*****The Fire pump shall provide a pressure of 3.5 Kg/cm^2 at every point.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1. (b) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(For Buildings with more than 300 persons)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer is installed? (Y/N)	(Y)			
5	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
7	What is the capacity of Terrace tank? (in ltr)	15000 (+5000 if Basement area exceeds 200 m^2)			

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8	What is the capacity of the Electric Pump* installed at terrace tank level?	900 Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

*****The Fire pump shall provide a pressure of 3.5 Kg/cm^2 at every point.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

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4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also				

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	proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

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Name of Applicant
Village and Panchayath:
Signature of plicant
Address of Applicant with PIN Code.
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Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

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The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.

The particulars furnished al correct

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10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "B-1"

Fire Safety Approval for Business Buildings

Height: Up to10mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Area calculation details from Page-4, Table 1.
2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Rows should be added if number of floors exceeds 7.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 16.54**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

**** If the building is with G+1 storey only and covered area is not exceeding 500 M2, rate/Sq. meter shall be RS. 15.75**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentionsthe following details:				
	a) Details of approach road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			

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7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not More than 15cms wide			

***b.* Fire Escape staircase**

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 12 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.5 Basements

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(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

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2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

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3. Portable fire fighting Equipment/ Fixed Installations

3.1 Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer is installed? (Y/N)	(Y)			
5	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
7	What is the capacity of Terrace tank? (in ltr)	10000 (+5000 if Basement area exceeds 200 m^2)			
8	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note: ***** The size (dia) of rising mains should be Min. 100mm..

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

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**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			

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4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked ‘FIRE’ with luminous	(Y)			

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	signs powered by UPS? (Y/N)				

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note:

All fire fighting equipment should be suitably located and clearly marked by luminous signs.

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

The particulars furnished al correct
Name of Applicant
Village and Panchayath: Authenticity may be verified through https://compose.kerala.gov.in/
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Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The particulars furnished al correct
Name of Applicant
Village and Panchayath: **Signature of olicant**
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The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Date & Digital Signature Validate.
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9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "A-1"

Fire Safety Approval for Assembly Buildings

Height: Below10mtr

Application Form / Checklist*

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Drawings signed by applicant only.
Authenticity may be verified through https://compose.kerala.gov.in/

2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1: Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
	Total						

Note:

- Rows should be added if number of floors exceeds 7.
- Include details of basement floors also.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 16.54**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Date & Digitally signed Certificate.
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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

Digitally signed certificate.
Authenticity may be verified through https://compose.kerala.gov.in/

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	No of steps per Flights	Not exceeding 16 Nos.			
6	Gap of Baluster	Less than 15cms wide			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
Digitally signed by Compose Kerala
Authenticity may be verified through https://compose.kerala.gov.in/

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Date & Digitally Signed with time.
Authenticity may be verified through https://compose.kerala.gov.in/

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y', Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

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b)Mercantile / Assembly Buildings and any Basement - 2000m^2
c) Institutional Building (C 1) - 1800m^2
d) Institutional Building (C 2 &C3) - 1125m^2

2.8 Special measures for Indoor areas of Assembly Buildings with fixed seats (other than Cinema Hall).

(NBC 2005 Part IV – 6.4)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2*			
2	Width of Aisles	Min. 1.2 mtr			
3	Width of Cross Aisles	Min. 1 mtr			
4	Number of seats in between two Aisles in a row	Max. 14			
5	Is there any row of seat which opens to an Aisle at one end only (Y/N)	(Y/N)			
6	If the answer to the above question is “Y” Number of seats in such rows	Max 7			
7	Whether the Assembly space is having Boxes, Gallery or Balcony(Y/N)	(Y/N)			
8	If the answer to the above question (2) is “Y” (a) Height of substantial railings	100 cm			
9	The space between the back of one seat and front of the seat	Not less than 35 cm			

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	immediately behind it.				

* If the place of assembly is with fixed seats and capacity more than 600 person minimum 3exits shall be provided and for more than 1000 persons minimum 4 exits shall be provided

Note: 1. Decorations of places of assembly, if any, shall be of non flammable / Effective flame retardant material.

2. Provision for adequate ventilation shall be provided on the stage roof and on the roof of the Assembly area.

2.9 Special measures for Assembly Buildings with Cinema Hall

(To be filled only if the building is having at least one Cinema Theatre) (Kerala Cinemas (Regulation) Rules 1988).

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2			
2	Whether the auditorium is having upper floor, gallery or Balcony(Y/N)	(Y/N)			
3	If the answer to the above question (2) is “Y” (a) Number of exits from the upper floor, gallery or Balcony. (b) Number of Staircases from the upper floor, gallery or Balcony.	 Min. 2 Min. 2			
4	Whether all exits from the auditorium are clearly indicated by the word 'EXIT' in block letters. (Y/N)				
5	Whether all the exit signs are				

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	clearly visible in the light as well as in the dark(Y/N)				
6	Clear width of the exit doors of auditorium.	Min. 1.5 Meter			
7	Clear height of the exit doors of auditorium.	Min. 2.1 Meter			
8	Whether all exit doors are opening outwards and flushing with outside of the walls (Y/N)				
9	Width of the passage or corridor leading from an exit of the auditorium to a final space of exit	Min 1.5 meters			
10	Number of steps per flight for each staircase.	Max. 15 Min. 3			
11	Distance from the farthest point in a cinema building to a staircase, where the staircase affords access.	Max. 20 mtr			
12	Width of Aisles	Min.120 cm			
13	Width of cross Aisles	Min.100 cm			
14	Maximum distance from any seat to nearby Aisle	Not more than 3.8 meters			
15	Whether one cross aisle each is provided for every 10 rows (Y/N)				
16	Whether all Aisles / gangways are maintained in non slippery manner (Y/N)				
17	Whether all Aisles / gangways are properly illuminated (Y/N)				

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18	Whether Fire protection is provided for the enclosure. (Y/N)				

Note:

1. One exit door each shall be provided for every 250 persons accommodated or part thereof.
2. One exit door each shall be provided from every tier
3. An exit on or by way of stage or platform shall not be reckoned as one of the exits required for the auditorium.
4. The clear width of a door shall be measured between the frames of a door.
5. The exit doors shall not obstruct any gangway, passage, corridor, stairway or landing, when in open position.
6. Width of a passage serving a single staircase shall not be less than the width of that staircase.

3. Portable fire fighting Equipment/ Fixed Installations

3.1. A. Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Up to 300 persons capacity)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Fire Safety Installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable Fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose Reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer * is installed? (Y/N)	(Y)			
5	Whether Automatic Sprinkler System**-BIS-15105 is installed? (Y/N)	(Y) In the basement, if the basement area exceeds 200M^2			
6	Whether Manually Operated Electronic Fire Alarm System – BIS-	(Y)			

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	2189 installed? (Y/N)				
7	What is the capacity of Terrace tank? (in ltr)	20000(+5000 if the basement area exceeds 200M^2)			
8	Capacity of the Terrace level pump installed	450 LPM (+450 LPM, if the basement area exceeds 200M^2)			
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. *****The size (dia) of rising mains should be 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

3.1. B. Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)* (More than 300 persons capacity)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Fire Safety Installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable Fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose Reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer * is installed? (Y/N)	(Y)			
5	Whether Automatic Sprinkler System**-BIS-15105 is installed? (Y/N)	(Y) In the basement, if the basement area exceeds 200M^2			

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6	Whether Manually Operated Electronic Fire Alarm System – BIS-2189 installed? (Y/N)	(Y)			
7	What is the capacity of Terrace tank? (in ltr)	25000(+5000 if the basement area exceeds 200M^2)			
8	Capacity of the Terrace level pump installed	900 LPM (+450 LPM, if the basement area exceeds 200M^2)			
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y) See Note (1)			

Note:. *****The size (dia) of rising mains should be 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor / outdoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray or Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

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3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

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Note:

All fire fighting equipment should be suitably located and clearly marked by luminous signs.

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

The particulars furnished al correct

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**

5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The particulars furnished al correct

Name of Applicant

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The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. <u>For No Objection Certificate (Completion)</u>

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/
Authorised Signatory

Signature with Date
(For Fire and Rescue Services)

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Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for " **For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

Name of Applicant

Village and Panchayath:

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Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "S2"

Fire Safety Approval for Storage Building

(Below 15 meter in height and covered area more than 250m^2)

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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Name of Applicant:

Village and Panchayath:

Signature of olicant

2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Covered Area of the building	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Covered Area of the building			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Separate sheet should be attached if number of floors exceeds 7
- Include details of basement floors also

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Minimum width of *access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Above 300 sqm **: 7m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
	Are there any adjacent Building/ Land of Nuclear Installation/	(N)			

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1	Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)				
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

Sl.	Particulars	Required	Proposed in the	Remarks of	Remarks of the

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No			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N) (NBC Part IV 4.4.2.4.3.2 and KMBR 35)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N)(NBC Part IV 4.4.2.4.3.2 (a)).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N) (NBC Part IV 4.4.2.4.3.2 (h 3))	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N) (NBC Part IV 4.4.2.4.3.2 (h5))	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)(NBC Part IV 4.4.2.4.3.2(b))	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			

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	(NBC Part IV 4.4.2.4.3.2 (h6))				
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N) (NBC Part IV 4.4.2.5, & 4.6.2.(d), Table 6)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N) *Refer Foot Note 2*(NBC Part IV 4.4.2.5)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N) (NBC Part IV Notes to table 6)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N) ((NBC Part IV 4.4.2.4.3.4, KMBR 35/KPBR35)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized. (NBC Part IV 4.4.2.5)

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions. (NBC Part IV 4.4.2.4.3.4)

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times. (NBC Part IV 4.2.3)

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

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a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.5 Basements

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(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

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2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

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2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipment/ Fixed Installations

3.1(A) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable for the building with ground floor only)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system**-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			

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10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	50000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether one Electric Pumps of capacity 450 LPM is installed at terrace level? (Y/N)	(Y)			
14	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
15	Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
16	Whether one Diesel (Stand-by) Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
17	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 150mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

** If automatic Sprinklers are prohibited where water reactive materials are kept, Automatic fire alarm system coupled with suitable fire extinguishing systems shall be installed

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

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Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.1 (B) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable for the building with G+1 floors only)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and	(Y)			

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	Alarm System ****– BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)				
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	75000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether one Electric Pumps of capacity 450 LPM is installed at terrace level? (Y/N)	(Y)			
17	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 150mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

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** If automatic Sprinklers are prohibited where water reactive materials are kept, Automatic fire alarm system coupled with suitable fire extinguishing systems shall be installed

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.1(C) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable for the building with more than G+1 floors)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			

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8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether one Electric Pumps of capacity 450 LPM is installed at terrace level? (Y/N)	(Y)			
17	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 150mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

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** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
** If automatic Sprinklers are prohibited where water reactive materials are kept, Automatic fire alarm system coupled with suitable fire extinguishing systems shall be installed

**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

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1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned/ Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

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Village and Panchayath:

Signature of olicant

2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**

5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

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OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).

The particulars furnished al correct

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Village and Panchayath:

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6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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The particulars furnished al correct
Name of Applicant:
Village and Panchayath: **Signature of olicant**

Department of Fire & Rescue Services, Government of Kerala

FORM No. "S1"

Fire Safety Approval for Storage Building

(Below 15 meter in height and covered area less than 250m^2)

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

2. Site Details

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

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Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Covered Area of the building	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Covered Area of the building			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

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Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Separate sheet should be attached if number of floors exceeds 7
- Include details of basement floors also

3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)

The particulars furnished al correct

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1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)

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1	Rate / square meter	Rs. 16.54**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

*50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.

** Fees will be subject to changes as and when ordered by the Government

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required			

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		based on Total Floor area in square meters: Above 300 sqm **: 7m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
	If above answer is Yes,				

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2	Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 **Open Space for High-rise Building** (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			

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12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

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Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			

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3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not More than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally				

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	ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

Name of Applicant The particulars furnished al correct
Village and Panchayath: Signature of olicant
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1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for	(Y)			

	safe movement of persons towards and through the exits? (Y/N)				
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Date & Digitally signed certificate.
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			Applicant)		
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
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			Applicant)		
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

3. Portable fire fighting Equipment/ Fixed Installations

3.1 Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area less than 250M^2)

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed in the entire building? (Y/N)	(Y)			
5	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
6	What is the capacity of Terrace tank? (in ltr)	25000			
7	What is the capacity of the Electric Pump* installed at terrace tank level?	900 Lpm			
8	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***The size (dia) of rising mains should be 150mm.**
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
** If automatic Sprinklers are prohibited where water reactive materials are kept, Automatic fire alarm system coupled with suitable fire extinguishing systems shall be installed

3.2 Automatic High Velocity Water Spray Emulsifying System

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Date & Digitally signed certificate.
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3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked ‘FIRE’ with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
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Signature of olicant

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note:

All fire fighting equipment should be suitably located and clearly marked by luminous signs.

Date & Digitally signed time stamp.
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4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit))**.**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

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Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/
Authorised Signatory

Signature with Date
(For Fire and Rescue Services)

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

As per KMBR/KPBR 2019

The particulars furnished al correct

Name of Applicant

Signature of Digitally signed document.
Authenticity may be verified through https://compose.kerala.gov.in/

Village and Panchayath: **Signature of olicant**

Department of Fire & Rescue Services, Government of Kerala

FORM No. "R-6"

Fire Safety Approval for Residential Buildings

(Lodging or Rooming Houses)

Height: Up to 15m

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	**Applicant Name**	
2	**Permanent Address with PIN Code**	
3	**Communication Address with PIN Code (If different from Permanent address)**	
4	**Contact No(Mobile)**	
5	**Email Id**	
6	**Contact No(Landline)**	

***This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

1	**Height (in meters) as per KMBR /KPBR**	
2	**Total Plinth Area (in sq m)**(Including basement Floors)**	
3	**No. of Floors (Including basement Floors)**	
4	**Total Floor area (in sq m) ** (Including basement Floors)**	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	**Height (in meters) as per KMBR /KPBR**			
2	**Total Plinth Area (in sq m)**(Including basement Floors)**			
3	**No. of Floors (Including basement Floors)**			
4	**Total Floor area (in sq m) ** (Including basement Floors)**			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any.	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:
More rows should be added if number of Floors are greater than 7 Nos.
Include details of basement floors also.

3.3 Multiple / Mixed Occupancy:

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Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

4. Fee/Chalan Amount Calculation

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Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 11.03**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

*** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

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1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Minimum width of *access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Details of approach road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl.	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying	Remarks of the Evaluating

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No			Minimum	Maximum	Officer	officers
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			

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12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

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Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			

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3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	No of steps per Flights	Not exceeding 16 Nos.			
6	Gap of Baluster	Less than 15cms wide			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards				

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	staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the Maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

3 .Portable fire fighting Equipments/Fixed Installations

3.1(A) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

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(Applicable *for buildings with up to 15 rooms)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	*Whether Automatic Sprinkler system-BIS-15105 is installed in the building? (Y/N)	(Y) (if basement area exceeds 200m^2)			
4	What is the capacity of Terrace tank? (in ltr)	5000 if basement area exceeds 200m^2			
5	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

* Required to be provided only in the basement, if the area of Basement exceeds 200m^2.
*Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
* The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
* Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1 (B) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

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(Applicable *for buildings with more than 15 but up to 30 rooms)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	*Whether Automatic Sprinkler system-BIS-15105 is installed in the building? (Y/N)	(Y) (if basement area exceeds 200m^2)			
5	What is the capacity of Terrace tank? (in ltr)	5000 (+5000 if basement area exceeds 200m^2)			
6	What is the capacity of the electric pump installed at terrace tank level?	450 (+450 if basement area exceeds 200m^2)			
7	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

* Required to be provided only in the basement, if the area of Basement exceeds 200m^2.
*Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
* The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
* Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1 (C) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

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(Applicable *for buildings with more than 30 rooms)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	*Whether Automatic Sprinkler system-BIS-15105 is installed in the building? (Y/N)	(Y) (if basement area exceeds 200m^2)			
5	**Whether Manually Operated electric Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
6	What is the capacity of Terrace tank? (in ltr)	10000 (+5000 if basement area exceeds 200m^2)			
7	What is the capacity of the electric pump installed at terrace tank level?	450 (+450 if basement area exceeds 200m^2)			
8	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

* Required to be provided only in the basement, if the area of Basement exceeds 200m^2.
*Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
* The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
* Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
**Required to be provided for buildings with more than 2 storeys (G+1).

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3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

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3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked ‘FIRE’ with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

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*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of plinth area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

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4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of concerned Architect//Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relevant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				

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5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit))**.**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

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Date: **Dated Signature of Applicant** **Dated Signature of Architect /Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

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Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.

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13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "R-1"

Fire Safety Approval for Residential Buildings

(Dormitories and Apartment Houses)

Height: Below 15mtrs

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	**Applicant Name**	
2	**Permanent Address with PIN Code**	
3	**Communication Address with PIN Code (If different from Permanent address)**	
4	**Contact No(Mobile)**	
5	**Email Id**	
6	**Contact No(Landline)**	

***This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same shall be attached)**	
3*	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl. No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note: Separate sheet should be attached if number of floors exceeds 7 (Include details of basement floors also).

Name of Applicant:

Village and Panchayath:

The particulars furnished above are correct

Signature of Applicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 11.03**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by theApplicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr))(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance (in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr):) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or part thereof)			
c	Horizontal Clearance (in mtr):	Min 1.85 m up to 33KV (+0.3 for every additional 33KV of part thereof)			

Note: Angular clearance from electrical lines should not be less than the vertical clearance of respective category.

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1.2 Access – (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 4000 sqm**:-** **3.60 m** Above 4000 to 8000 **: 5.00 m** Above 8000 to 18000 sqm **: 6.00 m** Above 18000 to 24000 sqm **: 7.00 m** Above 24000 sqm **: 10m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall be minimum 5M**

Note: 1) In the case of access to a multiple occupancy building, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

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2) In the case of a group of buildings within any plot, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

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(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at	(N)			

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	staircase (Flights and Mid landing)?(Y/N)				
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)				

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		not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications**

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15 cms wide			

a. Fire Escape staircase *(KMBR 35,81/ KPBR 35, 81)*

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15 cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

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2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building*(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.
The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the Maximum Dead end corridor length in exit access in all floors	Shall not exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N) *(NBC2005 C-1.14)*	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five second of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

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c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

3. Portable fire fighting Equipment/Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
5	What is the capacity of Terrace tank? (in ltr)	5000 (+5000 if the basement area exceeds 200m^2)			
6	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm (+450 Lpm if the basement area exceeds 200m^2)			
7	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

***** The size (dia) of rising mains should be 100mm..

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

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* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation	(Y)			

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	system is provided?(Y/N)				
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			

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2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:
*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

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4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relevant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				

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4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Authorised Signatory/Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

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Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ /Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

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The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.

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10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "M-1"

Fire Safety Approval for Mercantile Buildings

Height: Up to 15 mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Addresswith PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Rows should be added if number of floors exceeds 7.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs. 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

**** If the building is with G+1 storey only and covered area is not exceeding 500 M2, rate/Sq. meter shall be RS. 16.54**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

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1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Minimum width of *access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentionsthe following details:				
	a) Details of approach road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
	Are there any adjacent Building/ Land of Nuclear Installation/	(N)			

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1	Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)				
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2 Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			

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12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

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Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

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This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously
Emergency escape lighting should be activated within five seconds of the failure of main electric supply
Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.7 Compartmentation of Large Areas

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

3. Portable fire fighting Equipment/ Fixed Installations

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3.1 (A) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with Ground + 1 Storey and with total of all floor area not exceeding 500M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
5	What is the capacity of Terrace tank? (in ltr)	5000 (+5000 if Basement area exceeds 200 m^2)			
6	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
7	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

***** The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1 (B) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

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(Applicable if the building is with Ground + 1 Storey and total of all floor area exceeding 500M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer is installed? (Y/N)	(Y)			
5	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
7	What is the capacity of Terrace tank? (in ltr)	20000 (+5000 if Basement area exceeds 200 m^2)			
8	What is the capacity of the Electric Pump* installed at terrace tank level?	900 Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. * The size (dia) of rising mains should be 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

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3.1 (C) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with floors more than Ground + 1 Storey)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer is installed? (Y/N)	(Y)			
5	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
7	What is the capacity of Terrace tank? (in ltr)	25000 (+5000 if Basement area exceeds 200 m^2)			
8	What is the capacity of the Electric Pump* installed at terrace tank level?	900 Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

***** The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

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* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y,				

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	Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked ‘FIRE’ with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

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Village and Panchayath: **Signature of olicant**

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note:

All fire fighting equipment should be suitably located and clearly marked by luminous signs.

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4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				

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The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

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The particulars furnished al correct
Name of Applicant:
Village and Panchayath: **Signature of plicant**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the

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The particulars furnished al correct
Name of Applicant:
Village and Panchayath: **Signature of plicant**

Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over

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Phone/Email / Person

12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "R-7"

Fire Safety Approval for Residential Buildings

[HOTELS]

Height: Less than 15 m

Application Form / Checklist*

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1 Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note: More rows should be added if number of Floors are greater than 7 Nos.
Include details of basement floors also.

Name of Applicant:
Village and Panchayath:

The particulars furnished above are correct

Signature of Applicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.80**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

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1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of *access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

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2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			

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10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. **Main Staircase**

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase *(KMBR 114/ KPBR 109)*

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15 cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

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2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

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2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note: * 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.
2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

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a)Business buildings and any Basement for parking - 3000 M^2
b)Mercantile / Assembly Buildings and any Basement - 2000m^2
c) Institutional Building (C 1) - 1800m^2
d) Institutional Building (C 2 &C3) - 1125m^2

2.8 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipment/ Fixed Installations

3.1 (A) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable for buildings with floor area not exceeding 300 sqm in any of the floors)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	*Whether Automatic Sprinkler system-BIS-15105 is installed in the building? (Y/N)	(Y/N)			
5	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
6	What is the capacity of Terrace tank? (in ltr)	5000 (+5000 if basement area exceeds 200m^2)			
7	What is the capacity of the electric pump installed at terrace tank level?	450 (+450 if basement area exceeds 200m^2)			
8	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

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Note:. * Required to be provided only in the basement, if the area of Basement exceeds 200m^2.
*Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
* The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
* Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1 (B) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*
(Applicable for buildings with floor area exceeding 300 m^2 but not more than 1000 m^2 in any of the floors)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	**Whether Automatic Sprinkler system-BIS-15105 is installed in the building? (Y/N)	(Y/N)			
6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
7	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the	(Y)			

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	building?(Y/N)				
8	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
9	*What is the capacity of Under Ground Static Storage Tank? (in ltr)	50000 (up to 2500 m^2 floor area) + 10000 each for every additional 500 m^2			
10	What is the capacity of Terrace tank? (in ltr)	10000 (+5000 if basement area exceeds 200m^2)			
11	*Whether one Electric Pumps of capacity 180 LPM is installed? (Y/N)	(Y)			
12	*Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
13	*Whether one Diesel Pump (Stand-by) of capacity 1620 LPM is installed? (Y/N)	(Y)			
14	What is the capacity of the electric pump installed at terrace tank level?	450 (+450 if basement area exceeds 200m^2)			
15	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*** Wet riser need to be provided only if the building is having more than G+1 floors**. The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed in the Refuge Area and in the false ceiling voids if height of such voids exceed 800 mm.

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

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Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.1 (C) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable for buildings with floor area exceeding 1000 m^2 in any of the floors)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			

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7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N) ***	(Y)			
9	Whether Automatic Detection and Alarm System – BIS 2189/1989 & 2175/1988 is installed in the building? (Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	*Whether one Electric Pumps of capacity 180 LPM is installed? (Y/N)	(Y)			
14	*Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
15	*Whether one Diesel Pump (Stand-by) of capacity 1620 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*** Wet riser need to be provided only if the building is having more than one storey.** The size (dia) of rising mains should be 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

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* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed in the Refuge Area and in the false ceiling voids if height of such voids exceed 800 mm.

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

***MOEFA System should also include Talk-Back System and Public Address System .

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

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3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

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1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Architect//Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relevant rules				

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect /Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

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OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.

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5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "H-1"

Fire Safety Approval for Institutional Buildings

(Hospitals/Sanatoria/Nursing homes)

Height: Less than 15mtr in height with Plot area up to 1000m^2

Application Form / Checklist

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

NB: The items/features in this checklist must be shown /marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/GramaPanchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Plot Area (in sq m)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Plot Area (in sq m)			

Note: 1. Area calculation details from Page-4, Table 1.
2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Rows should be added if number of floors exceeds 7.
- Include details of basement floors also.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

4. Fee/Chalan Amount Calculation

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 16.54**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

The particulars furnished al correct

Name of Applicant

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1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	Minimum width of *access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentionsthe following details:				
	a) Details of approach road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			

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2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2 Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			

12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

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Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value	Remarks of	Remarks of the

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			(To be filled by the Applicant)	Verifying Officer	Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	No of steps per Flights	Not exceeding 16 Nos.			
6	Gap of Baluster	Less than 15cms wide			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			

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2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.
The exits that serve as egress from Hospital / Infirmary Sections shall not be less than 2mtr in clear width.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:
Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously
Emergency escape lighting should be activated within five seconds of the failure of main electric supply
Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

(NBC Part IV 4.5)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

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2.8 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.9 Ramps

(KMBR 40/ KPBR 45)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Ramp is provided in the building(Y/N)	(Y/N)			
2	If answer to the above question is 'Y',				
	(a) Width of the Ramp	Not less than 120 cm			
	(b) Height of the Hand rail	Not Less than 80 cm			
	(c) Maximum Gradient	1 in 10			

This table should be filled and attached for all ramps separately by the applicant, if there is more than one ramp is proposed.

Note: The slope of the Ramps shall be constant within the building.

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3. Portable fire fighting Equipment/ Fixed Installations

3.1(a) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(For Buildings up to G+1 Storey with no bed)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
5	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
7	What is the capacity of Terrace tank? (in ltr)	5000 if Basement area exceeds 200 m^2			
8	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm if Basement area exceeds 200 m^2			
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)if Basement area exceeds 200 m^2			

Note:.

***The Fire pump shall provide a pressure of 3.5 Kg/cm^2 at every point.

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** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1. (b) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(For Buildings up to G+1 Storey with beds)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
5	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
6	What is the capacity of Terrace tank? (in ltr)	5000 (+5000 if Basement area exceeds 200 m^2)			
7	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
8	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

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*****The Fire pump shall provide a pressure of 3.5 Kg/cm^2 at every point.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1.(c) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(For Buildings with G+2 or more storeys with no bed)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer is installed? (Y/N)	(Y)			
5	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	Whether Manually Operated electronic	(Y)			

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	Fire alarm system – BIS-2189 installed? (Y/N)				
7	**** Whether Automatic Detection and Alarm System – BIS 2189/1989 & 2175/1988 is installed in the building? (Y/N)	(Y)			
8	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
9	What is the capacity of Terrace tank? (in ltr)	10000 (+5000 if Basement area exceeds 200 m^2)			
10	What is the capacity of the Electric Pump* installed at terrace tank level?	900Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
11	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***The Fire pump shall provide a pressure of 3.5 Kg/cm^2 at every point.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
** Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided also in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

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3.1.(d) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(For Buildings with G+2 or more storeys with beds)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
6	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
7	Whether Manually Operated electronic Fire alarm system with talk back facility – BIS-2189 installed? (Y/N)	(Y)			

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8	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
9	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
10	What is the capacity of Under Ground Static Storage Tank? (in ltr)	75000			
11	What is the capacity of Terrace tank? (in ltr)	10000			
12	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
13	Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
14	Whether one Diesel (Stand-by) Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
15	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided also in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

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3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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			(To be filled by the Applicant)		
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

The particulars furnished al correct

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room* (Applicable for Wet riser System only)

1	Whether the Fire pump room is	(Y)			

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	directly accessible from surrounding ground level. (Y/N)				
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/ Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

The particulars furnished al correct

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Village and Panchayath:

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

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OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "H-2"

Fire Safety Approval for InstitutionalBuildings

(Hospitals/Sanatoria/Nursing homes)

Height: Less than 15mtr in height with Plot area more than 1000m^2

Application Form / Checklist

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/GramaPanchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Plot Area (in sq m)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Plot Area (in sq m)			

Note: 1. Area calculation details from Page-4, Table 1.

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Rows should be added if number of floors exceeds 7.
- Include details of basement floors also.

Name of Applicant The particulars furnished al correct

Village and Panchayath: **Signature of** **olicant**

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Whether the building is having more than one Occupancy . (Y/N)	
2	If answer to the Qn.1 is 'YES', 1. Types of Occupancies in the building	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)	
4	If the answer to the above question is 'YES' 1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentionsthe following details:				
	a) Details of approach road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl.	Particulars	Required	Proposed for	Remarks of	Remarks of the

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No			the Building	Verifying Officer	Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2 Structural Details

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2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			

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9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Date & Digitally Signed Certificate.
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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	No of steps per Flights	Not exceeding 16 Nos.			
6	Gap of Baluster	Less than 15cms wide			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

Name of Applicant

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.
The exits that serve as egress from Hospital / Infirmary Sections shall not be less than 2mtr in clear width.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

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2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

2.8 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.9 Ramps

(KMBR 40/ KPBR 45)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Ramp is provided in the building(Y/N)	(Y/N)			
2	If answer to the above question is 'Y',				
	(a) Width of the Ramp	Not less than 120 cm			
	(b) Height of the Hand rail	Not Less than 80 cm			
	(c) Maximum Gradient	1 in 10			

This table should be filled and attached for all ramps separately by the applicant, if there is more than one ramp is proposed.

Note: The slope of the Ramps shall be constant within the building.

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3 Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system***	(Y)			

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	– BIS-2189 installed? (Y/N)				
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

**Note: ***The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System

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******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided also in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			

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2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in	(N)			

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	any floor lower than 2nd basement floor? (Y/N)				
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/ Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of				

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	India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**

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7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

Date & Digitally Signed Certificate.
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The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.

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8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "Z-1"

Fire Safety Approval for Hazardous Building

(Building with height up to 15 meter)

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	
7	Name of the Institution	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Covered Area of the building	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Covered Area of the building			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Separate sheet should be attached if number of floors exceeds 7
- Include details of basement floors also

Name of Applicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	**7.00 m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

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1.4 **Open Space for High-rise Building** (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

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2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			

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8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. **Main Staircase**

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not less than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:

All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.5 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.6 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

2.7 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipment/ Fixed Installations

3.1(1) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable for single storey building only)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-	(Y)			

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	2189 installed? (Y/N)				
9	Whether Automatic Detection and Alarm System – BIS 2189/1989 & 2175/1988 is installed in the building? (Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	Min. 240 minute fire fighting requirement			
12	What is the capacity of the jockey pump installed.	Pump capacity shall be based on the covered area of the building.			
13	What is the capacity of the main electric pump installed.	Pump capacity shall be based on the covered area of the building.			
14	What is the capacity of the Diesel (stand by) pump installed.	Pump capacity shall be based on the covered area of the building.			
15	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 150mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.1 (B) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable for the building having more than one floor)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Down comer * is installed? (Y/N)				
6	Whether Yard Hydrant is installed? (Y/N)	(Y)			
7	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
8	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
9	Whether Manually Operated electronic Fire alarm system – BIS-	(Y)			

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	2189 installed? (Y/N)				
10	Whether Automatic Detection and Alarm System – BIS 2189/1989 & 2175/1988 is installed in the building? (Y/N)	(Y)			
11	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
12	What is the capacity of Under Ground Static Storage Tank? (in ltr)	Min. 240 minute fire fighting requirement			
13	What is the capacity of Terrace tank? (in ltr)	50000			
14	What is the capacity of the jockey pump installed.	Pump capacity shall be based on the covered area of the building.			
15	What is the capacity of the main electric pump installed.	Pump capacity shall be based on the covered area of the building.			
16	What is the capacity of the Diesel (stand by) pump installed.	Pump capacity shall be based on the covered area of the building.			
17	What is the capacity of the Electric Pump* installed at terrace tank level?	900 LPM			
18	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. *****The size (dia) of rising mains should be 150mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

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* One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present	(N)			

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	in the basement? (Y/N)				
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are				

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	clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement	(N)			

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	floor? (Y/N)				
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power				

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	distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

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B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "E-1"

Fire Safety Approval for Educational Buildings

Height: Below 15mtrs

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	
7	Name of the Institution	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

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Signature of **olicant**

Date & Digitally signed certificate.
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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Rows should be added if number of floors exceeds 7.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 11.03**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	

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6	**Date of countersignature**	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

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Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of *access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentionsthe following details:				
	a) Details of approach road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

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1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

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(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2 Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
	Whether any electrical shaft/ AC ducts/ gas	(N)			

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7	pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)				
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			

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17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15 cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	No of steps per Flights	Not exceeding 16 Nos.			
6	Gap of Baluster	Less than 15 cms wide			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

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2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			
5	Whether 2 doors each are provided for every room having capacity more than 45 Persons (Y/N)	(Y)			

Note: All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45..
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

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The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

The particulars furnished al correct

Name of Applicant

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

3. Portable fire fighting Equipment/ Fixed Installations

3.1 Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Applicable for G+1 or more stories

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
5	What is the capacity of Terrace tank? (in ltr)	10000 (+5000 if Basement area exceeds 200 m^2)			
6	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
7	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

*****The size (dia) of rising mains should be 100mm.

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** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			

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3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			

The particulars furnished al correct

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2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note:

All fire fighting equipment should be suitably located and clearly marked by luminous signs.

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4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned / Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				

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4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

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Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the

The particulars furnished al correct
Name of Applicant
Village and Panchayath: **Signature of olicant**
Digitally signed by Compose Kerala
Date: 2025.08.19 15:39:39 IST
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Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over

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Name of Applicant

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Phone/Email / Person

12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

Address of Applicant/Agent/Contractor.
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Department of Fire & Rescue Services, Government of Kerala

FORM No. "I-2"

Fire Safety Approval for Moderate Hazard Industrial Buildings

(Height up to 18 meters)

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	**Applicant Name**	
2	**Permanent Address with PIN Code**	
3	**Communication Address with PIN Code (If different from Permanent address)**	
4	**Contact No(Mobile)**	
5	**Email Id**	
6	**Contact No(Landline)**	

***This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Covered Area of the building	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Covered Area of the building			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
	Total						

Note:

- Separate sheet should be attached if number of floors exceeds 4
- Include details of basement floors also

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

**** for buildings with area up to 100M2, Rate / square meter will be Rs. 15.75 subject to minimum as specified above.**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width* of access (in mtr) : (For G1 Occupancy)	Minimum width of access required based on Total Floor area in square meters: Up to 300 sqm **: 3.00 m** Above 300 to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 sqm **: 6m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the height of the building is 16 metre or more or building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

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2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			

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Village and Panchayath:

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9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10 cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

*** For Lowrise building gap of baluster is not more than 15cms

2.2 Exit requirements

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Fire Lifts (Applicable for Buildings above 15m height)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.5 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.6 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			

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8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.7 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.8 Fire Command Centre (FCC) (Applicable only to buildings above 15mtrs)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting	(Y)			

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	installations (laminated) are maintained in control room? (Y/N)				

Note: a) FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:
*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building
*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.
*Fire Assembly Point(s) shall be without any hindrance.
*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.
**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

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a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.11 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.12 Provisions Exclusively for Industrial Buildings –

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is any Storage, use and handling of Gasoline, fuel oil and other flammable liquids. (Y/N)	(Y/N)			
2	If yes, clearance as per Petroleum Act & Rules is obtained(Y/N)	(Y)			
3	Whether the building is having Boiler room or a heating plant(Y/N)	(Y/N)			
4	If yes, whether it is separated from the rest of the building. (Y/N)	(Y)			
5	Whether all the areas inside the building are open to the atmosphere or with enough ventilation facilities. (Y/N)	(Y/N)			
6	If the answer to the above question is	(Y)			

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	"N", whether proper venting vent facilities are provided for all the areas of the building.				

3. Portable fire fighting Equipment/ Fixed Installations

3.1 (A) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area up to 100M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed in the entire building ? (Y/N)	(Y)			
5	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			

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6	What is the capacity of Terrace tank? (in ltr)	10000			
7	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm			
8	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***** The size (dia) of rising mains should be 100mm..
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1 (B) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area more than 100 m2 and up to 500M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	** Whether Automatic Sprinkler system-BIS-15105 is installed in the entire building ? (Y/N)	(Y)			
5	Whether the sprinkler spacing calculation statement is included in the	(Y)			

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	Fire plan				
6	What is the capacity of Terrace tank? (in ltr)	20000			
7	What is the capacity of the Electric Pump* installed at terrace tank level?	900 Lpm			
8	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. * The size (dia) of rising mains should be 100mm..
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1 (C) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with height up to 15m and covered area more than 500M^2 and up to 1000 M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer is installed? (Y/N)	(Y)			
5	** Whether Automatic Sprinkler system-BIS-15105 is installed in the entire building? (Y/N)	(Y)			
6	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
7	Whether Manually Operated electronic Fire alarm system –	(Y)			

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	BIS-2189 installed? (Y/N)				
8	Whether Automatic Detection and Alarm System ****– BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
9	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
10	What is the capacity of Terrace tank? (in ltr)	50000			
11	What is the capacity of the Electric Pump* installed at terrace tank level?	900 Lpm			
12	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***** The size (dia) of rising mains should be 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

3.1 (D) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with height More than 15m and covered area more than 500M^2 and up to 1000 M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			

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4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system*** – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*The size (dia) of rising mains should be 150mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System .
**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.1 (E) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area more than 1000 M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			

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3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electric Fire alarm system *** – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	150000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed?	(Y)			

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	(Y/N)				
14	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 150 mm if the Height of the building is more than 15 Mtrs otherwise 100 mm

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System .

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			

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2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*(Applicable for Wet riser System only)

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit))**.**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/
Authorised Signatory

Signature with Date
(For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along

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Name of Applicant
Village and Panchayath:

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with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**

2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "I-1"

Fire Safety Approval for Low Hazard Industrial Buildings

(Height up to 18 meters)

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	
7	Name of the Institution	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Covered Area of the building	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Covered Area of the building			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
	Total						

Note: * Separate sheet should be attached if number of floors exceeds 4
* Include details of basement floors also

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs.33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

**** for buildings with area up to 100M2, Rate / square meter will be Rs. 16.54 subject to minimum as specified above.**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width* of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 300 sqm **: 3.00 m** Above 300 to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 sqm **: 6m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the height of the building is 16 metre or more or building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Name of Applicant

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

l. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

The particulars furnished al correct

Name of Applicant

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2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase	(N)			

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	(Flights and Mid landing)? (Y/N)				
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

The particulars furnished al correct

Name of Applicant

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster***	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

*** For Lowrise building gap of baluster is not more than 15cms

2.2 Exit requirements

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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Village and Panchayath: Signature of olicant
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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Fire Lifts (Applicable for Buildings above 15m height)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.5 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.6 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			

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8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.7 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.8 Fire Command Centre (FCC) (Applicable only to buildings above 15mtrs)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from	(Y)			

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	different floors is provided in the FCC? (Y/N)				
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a) FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

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a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.11 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.12 Provisions Exclusively for Industrial Buildings –

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is any Storage, use and handling of Gasoline, fuel oil and other flammable liquids. (Y/N)	(Y/N)			
2	If yes, clearance as per Petroleum Act & Rules is obtained(Y/N)	(Y)			
3	Whether the building is having Boiler room or a heating plant(Y/N)	(Y/N)			
4	If yes, whether it is separated from the rest of the building. (Y/N)	(Y)			
5	Whether all the areas inside the building are open to the atmosphere or with enough ventilation facilities. (Y/N)	(Y/N)			
6	If the answer to the above question is “N”, whether proper venting vent facilities	(Y)			

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	are provided for all the areas of the building.				

3. Portable fire fighting Equipment/ Fixed Installations

3.1 (A) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area up to 100M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	** Whether Automatic Sprinkler system-BIS-15105 is installed? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
4	What is the capacity of Terrace tank? (in ltr)	5000 if Basement area exceeds 200 m^2			
5	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm if Basement area exceeds 200 m^2			
6	Whether Fire Brigade Inlet is installed	(Y) if Basement area exceeds 200			

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	in the building? (Y/N)	m^2			

Note:.

*****The Fire pump shall provide a pressure of 3.5 Kg/cm^2 at every point.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1 (B) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with covered area more than 100 m2 and up to 500M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer is installed? (Y/N)	(Y) if the building height is 15 meter and above.			
5	** Whether Automatic Sprinkler system-BIS-15105 is installed? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	What is the capacity of Terrace tank?	20000 (+5000 if Basement area			

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	(in ltr)	exceeds 200 m^2)			
7	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
8	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. *****The Fire pump shall provide a pressure of 3.5 Kg/cm^2 at every point.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1 (C) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with height less than 15m and covered area more than 500M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer is installed? (Y/N)	(Y)			
5	** Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			

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6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
7	What is the capacity of Terrace tank? (in ltr)	20000 (+5000 if Basement area exceeds 200 m^2)			
8	What is the capacity of the Electric Pump* installed at terrace tank level?	450 Lpm (+450 Lpm if Basement area exceeds 200 m^2)			
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. *****The Fire pump shall provide a pressure of 3.5 Kg/cm^2 at every point.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

3.1(D) Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable if the building is with height more than 15m and covered area more than 500M^2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			

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4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
7	Whether Manually Operated *** electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
8	Whether Automatic Detection and Alarm System ****– BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
9	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
10	What is the capacity of Under Ground Static Storage Tank? (in ltr)	75000			
11	What is the capacity of Terrace tank? (in ltr)	(5000 To be installed in the basement if the basement area exceeds 200m^2)			
12	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
13	Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
14	Whether one Diesel (Stand-by) Pump	(Y)			

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	of capacity 1620 LPM is installed? (Y/N)				
15	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

*****The size (dia) of rising mains should be 150mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System .

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity	(Y)			

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	Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)				

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			

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2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire	(Y)			

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	extinguishers have BIS Marking? (Y/N)				

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*(Applicable for wet riser system only)

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/ Engineer / Concerned Licensed	Details of Registration of Concerned	Verifying Officer Input

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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			Contractor with details & Seal	Architect/ Engineer/ Contractor	
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

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Date of Digitally Signed Certificate.
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1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

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The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. <u>For No Objection Certificate (Completion)</u>

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/
Authorised Signatory

Signature with Date
(For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website <u>www.fire.kerala.gov.in</u>. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.

The particulars furnished al correct

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Village and Panchayath:

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3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "A-6"

Fire Safety Approval for Assembly (Multiplex/Mall) Buildings

Height: Up to 30mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
	Total						

Note:

- Rows should be added if number of floors exceeds 10.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

The particulars furnished al correct

Name of Applicant

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1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

If the Height of the building is more than 16 mtr or having more than 5 floors other than basement floor, the width of access shall not be less than 5M.

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

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1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 **Open Space for High-rise Building** (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			

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10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

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Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

(Only for buildings above 18 meters height)

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is having height more than 18 mtrs(Y/N)	(Y/N)			
2	If the answer to above question is 'Y', Whether a refuge area* is provided immediately above 18 meter and 24 meter, having size minimum 10% of the respective floor area? (Y/N)	(Y)			
3	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, "REFUGE AREA" shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts (Applicable for Buildings above 15m height)

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.6 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

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2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC) (Applicable only to buildings above 15mtrs)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

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Note: a)FCC shall be on the entrance floor of the Building

b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

The particulars furnished al correct

Name of Applicant

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.13 Special measures for Indoor areas of Assembly Buildings with fixed seats (other than Cinema Hall).

(NBC 2005 Part IV – 6.4)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2*			
2	Width of Aisles	Min. 1.2 mtr			
3	Width of Cross Aisles	Min. 1 mtr			
4	Number of seats in between two Aisles in a row	Max. 14			
5	Is there any row of seat which opens to an Aisle at one end only (Y/N)	(Y/N)			
6	If the answer to the above question is “Y” Number of seats in such rows	Max 7			
7	Whether the Assembly space is having Boxes, Gallery or Balcony(Y/N)	(Y/N)			
8	If the answer to the above question (2) is “Y” (a) Height of substantial railings	100 cm			
9	The space between the back of	Not less than 35 cm			

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	one seat and front of the seat immedietly behind it.				

*** If the place of assembly is with fixed seats and capacity more than 600 person minimum 3exits shall be provided and for more than 1000 persons minimum 4 exits shall be provided**

Note: 1. Decorations of places of assembly, if any, shall be of non flammable / Effective flame retardant material.

2 .Provision for adequate ventilation shall be provided on the stage roof and on the roof of the Assembly area.

2.14 Special measures for Assembly Buildings with Cinema Hall

(To be filled only if the building is having at least one Cinema Theatre) (Kerala Cinemas (Regulation) Rules 1988).

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2			
2	Whether the auditorium is having upper floor, gallery or Balcony(Y/N)	(Y/N)			
3	If the answer to the above question (2) is “Y” (a) Number of exits from the upper floor, gallery or Balcony. (b) Number of Staircases from the upper floor, gallery or Balcony.	 Min. 2 Min. 2			
4	Whether all exits from the auditorium are clearly indicated by the word 'EXIT' in block letters. (Y/N)				

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5	Whether all the exit signs are clearly visible in the light as well as in the dark(Y/N)				
6	Clear width of the exit doors of auditorium.	Min. 1.5 Meter			
7	Clear height of the exit doors of auditorium.	Min. 2.1 Meter			
8	Whether all exit doors are opening outwards and flushing with outside of the walls (Y/N)				
9	Width of the passage or corridor leading from an exit of the auditorium to a final space of exit	Min 1.5 meters			
10	Number of steps per flight for each staircase.	Max. 15 Min. 3			
11	Distance from the farthest point in a cinema building to a staircase, where the staircase affords access.	Max. 20 mtr			
12	Width of Aisles	Min.120 cm			
13	Width of cross Aisles	Min.100 cm			
14	Maximum distance from any seat to nearby Aisle	Not more than 3.8 meters			
15	Whether one cross aisle each is provided for every 10 rows (Y/N)				
16	Whether all Aisles / gangways are maintained in non slippery manner (Y/N)				
17	Whether all Aisles / gangways are properly illuminated (Y/N)				

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18	Whether Fire protection is provided for the enclosure. (Y/N)				

Note: 1. One exit door each shall be provided for every 250 persons accommodated or part thereof.
2. One exit door each shall be provided from every tier
3. An exit on or by way of stage or platform shall not be reckoned as one of the exits required for the auditorium.
4. The clear width of a door shall be measured between the frames of a door.
5. The exit doors shall not obstruct any gangway, passage, corridor, stairway or landing, when in open position.
6. Width of a passage serving a single staircase shall not be less than the width of that staircase.

3. Portable fire fighting Equipment/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Fire Safety Installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable Fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose Reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler System**-BIS-15105 is installed in entire building? (Y/N)	(Y)			

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7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated Electronic Fire Alarm System*** – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	200000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y) See Note (1)			
14	Whether two Electric Pump of capacity 2850 LPM is installed? (Y/N)	(Y) See Note (1)			
15	Whether one Diesel Pump (Stand-by) of capacity 2850 LPM is installed? (Y/N)	(Y) See Note (1)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y) See Note (1)			

Note:.

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*The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed in the Refuge Area and in the false ceiling voids if height of such voids exceed 800 mm.

*** MOEFA System should also include Talk-Back System and Public Address System .

**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note (1): One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor / outdoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray or Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

Date & Digitally signed on this date.
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3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note:

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All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

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OR

B. <u>For No Objection Certificate (Completion)</u>

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.

The particulars furnished al correct

Name of Applicant

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5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

Name of Applicant

Village and Panchayath:

The particulars furnished al correct

Address of applicant with mobile.

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Signature of olicant

Department of Fire & Rescue Services, Government of Kerala

ROOM No. "R-9"

Fire Safety Approval for High Rise Residential Buildings

[HOTELS]

Height: Above 30 m

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

Name of Applicant

Village and Panchayath:

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl. No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
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Name of Applicant

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	Total						

- **Note**: Separate sheet should be attached if number of floors exceeds 25 (Include details of basement floors also).

3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

.B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

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1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely	(Y/N)			

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	enclosed type/ not with external wall? (Y/N)				
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground.

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Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. **Main Staircase**

b. This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

c. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
2	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, “REFUGE AREA” shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg (1000 Kg for buildings with height above 60 meters)			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2 (2.35 M^2 for buildings with height above 60 meters)			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'** is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			
9	Whether the height of the building is 200 meter or above? (Y/N)	(Y/N)			
10	If answer to Qn. No. 9 is Yes, Whether 'evacuation lift' is provided(Y/N)	Y			

**Note: ***One Fire Lift per 1200 $m^2$of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

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2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			

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3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a) FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

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b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

2.13 Helipad (applicable for building above 200 m height)

Sl. No	Particulars	Required	Proposed in the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Whether Helipad is provided in the building? (Y/N)	(Y)			

3. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated	(Y)			

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	electronic Fire alarm system – BIS-2189 installed? (Y/N) ***				
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	200000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel Pump (Stand-by) of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 150mm, if the building is above 45 meters in height. Otherwise it shall be 100 mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed in the Refuge Area and in the false ceiling voids if height of such voids exceed 800 mm.
******* MOEFA System should also include Talk-Back System and Public Address System .

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******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note (1): One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

Buildings with height 60 meter and above are recommended to consider multistage, multy outlet or variable frequency drive pumps or any other equivalent arrangements.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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			(To be filled by the Applicant)		
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding	(Y)			

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	ground level. (Y/N)				
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				

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3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
Date & Digitally Signed on this date.
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6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

The particulars furnished al correct

Name of Applicant

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "B-6"

Fire Safety Approval for High Rise Business Buildings

Height: Above 30mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Date & Digitally signed time stamp.
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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

The particulars furnished al correct

Name of Applicant

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl. No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
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11							
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25							

The particulars furnished al correct

Name of Applicant

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	Total						

- Note: Separate sheet should be attached if number of floors exceeds 25 (Include details of basement floors also).

3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

Plans drawing app generated on site.
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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

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1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

The particulars furnished al correct

Name of Applicant

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (KMBR / KPBR Rule 81)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			

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10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Date & Digitally Signed Certificate.
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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

Date & Digitally Signed on site.
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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

Name of Applicant The particulars furnished al correct

Village and Panchayath: Signature of olicant

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

The particulars furnished al correct
Name of Applicant
Unless digitally signed it is invalid.
Village and Panchayath: Authenticity may be verified through https://compose.kerala.gov.in/
Signature of olicant

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

The particulars furnished al correct

Name of Applicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
2	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, “REFUGE AREA” shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg (1000 Kg for buildings with height above 60 meters)			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2 (2.35 M^2 for buildings with height above 60 meters)			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			
9	Whether the height of the building is 200 meter or above? (Y/N)	(Y/N)			
10	If answer to Qn. No. 9 is Yes, Whether 'evacuation lift' is provided(Y/N)	Y			

**Note: ***One Fire Lift per 1200 $m^2$of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously
Emergency escape lighting should be activated within five seconds of the failure of main electric supply
Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control	(Y)			

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	room? (Y/N)				

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

2.13 Helipad (applicable for building above 200 m height)

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Whether Helipad is provided in the building? (Y/N)	(Y)			

3. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N) ***	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building? (Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			

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11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	200000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether two Electric Pump of capacity 2850 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2850 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***The size (dia) of rising mains should be 150mm for buildings above 45 meters, and 100mm for other buildings.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

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3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are	(N)			

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	present in the basement? (Y/N)				
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement	(N)			

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	floor? (Y/N)				
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of				

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	India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**

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Name of Applicant
Village and Panchayath:
Signature of **olicant**
Address of Applicant with PIN Code.
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7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

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Name of Applicant
Village and Panchayath:
Signature of **olicant**
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B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "S3"

Fire Safety Approval for Storage Building

(Multi Level Car Parking - MLCP)

(Height Not More than 45 Mtrs)

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Covered Area of the building	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Covered Area of the building			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Separate sheet should be attached if number of floors exceeds 7
- Include details of basement floors also

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Above 300 sqm **: 7m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the height of the building is 16 mtr or above, or having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of access to a multiple occupancy building, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of a group of buildings within any plot, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 **Open Space for High-rise Building** (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			

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10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

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Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

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Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

(Only for buildings above 24 meters height) (NBC Part IV E 4)

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is having height more than 24 mtrs(Y/N)	(Y/N)			
2	If the answer to above question is 'Y', Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
3	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, "REFUGE AREA" shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts (Applicable for Buildings above 15m height)

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg (1000 Kg for buildings with height above 60 meters)			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2 (2.35 M^2 for buildings with height above 60 meters)			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			
9	Whether the height of the building is 200 meter or above? (Y/N)	(Y/N)			
10	If answer to Qn. No. 9 is Yes, Whether 'evacuation lift' is provided(Y/N)	Y			

**Note: ***One Fire Lift per 1200 $m^2$of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

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2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.9 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

2.10 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipment/ Fixed Installations

3.1 Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

(Applicable for the building with more than G+1 floors)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated *** electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
9	Whether the Detector spacing calculation statement is included in the	(Y)			

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	Fire plan				
10	What is the capacity of Under Ground Static Storage Tank? (in ltr)	1,50,000			
11	What is the capacity of Terrace tank? (in ltr)	10000			
12	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
13	Whether twoElectric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
14	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one electric pump of capacity 900 LPM is installed at terrace level?	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 150mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

** If automatic Sprinklers are prohibited where water reactive materials are kept, Automatic fire alarm system coupled with suitable fire extinguishing systems shall be installed

*** MOEFA System should also include Talk-Back System and Public Address System .

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

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3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			

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3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are				

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	clearly marked ‘FIRE’ with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			

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2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power				

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The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

	distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit))**.**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

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The particulars furnished al correct
Name of Applicant:
Village and Panchayath: **Signature of olicant**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

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The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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The particulars furnished al correct
Name of Applicant:
Village and Panchayath:
Signature of olicant

Department of Fire & Rescue Services, Government of Kerala

FORM No. "R-5"

Fire Safety Approval for High Rise Residential Buildings

(Dormitories and Apartment Houses)

Height: Above 60m

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same shall be attached)**	
3*	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same shall be attached)**	

The particulars furnished above are correct

Signature of **olicant**

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	**Height (in meters) as per KMBR /KPBR**	
2	**Total Plinth Area (in sq m)**(Including basement Floors)**	
3	**No. of Floors (Including basement Floors)**	
4	**Total Floor area (in sq m) ** (Including basement Floors)**	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	**Height (in meters) as per KMBR /KPBR**			
2	**Total Plinth Area (in sq m)**(Including basement Floors)**			
3	**No. of Floors (Including basement Floors)**			
4	**Total Floor area (in sq m) ** (Including basement Floors)**			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any.	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
	Total						

Note:

- Separate sheet should be attached if number of floors exceeds 21.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 22.05**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 8000 **: 5.00 m** Above 8000 to 18000 sqm **: 6.00 m** Above 18000 to 24000 sqm **: 7.00 m** Above 24000 sqm **: 10m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2 Structural Details

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2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			

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9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

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Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase *(KMBR 35/ KPBR 35)*

This table should be filled and attached for all Main Staircases separately by the Applicant.

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Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase *(KMBR 35,81/ KPBR 35, 81)*

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15 cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the minimum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Whether balcony is provided for each apartment	(Y/N)			
2	If the answer to above question is 'Y', Whether a refuge area* is provided on the floor at or immediately above 60 meter and there after at every 30 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors, whichever is higher? (Y/N)				
3	If the answer to above question 2 is 'N', Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
4	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note: *(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, "REFUGE AREA" shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler System, First Aid Box, Fire Extinguishers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	1000 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	2.35 M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			
9	Whether the height of the building is 200 meter or above? (Y/N)	(Y/N)			
10	If answer to Qn. No. 9 is Yes, Whether 'evacuation lift' is provided(Y/N)	Y			

**Note: ***One Fire Lift per 1200 $m^2$of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.6 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

Name of Applicant:

Village and Panchayath:

The particulars furnished above are correct

Signature of Applicant

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

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2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

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Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

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c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

2.13 Helipad (applicable for building above 200 m height)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Whether Helipad is provided in the building? (Y/N)	(Y)			

3 Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan (Y/N)	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N) ****	(Y)			

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9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan (Y/N)	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	200000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether two Electric Pump of capacity 2850 LPM is installed? (Y/N)	(Y)			
15	Whether one Stand-by Pump of capacity 2850 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Detection system shall be provided in the electrical shaft and lift machine room.

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**** MOEFA System should also include Talk-Back System and Public Address System .

Note:. One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

Buildings with height 60 meter and above are recommended to consider multistage, multy outlet or variable frequency drive pumps or any other equivalent arrangements

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor / outdoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray or Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y,				

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	Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			

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2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect//Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relevant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and				

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	power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Authorised Signatory/Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**

The particulars furnished above are correct
Name of Applicant:
Village and Panchayath: **Signature of** **olicant**
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7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

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B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.

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8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "H-6"

Fire Safety Approval for Institutional Buildings

(Custodial, Penal and Mental Institutions)

Height: 10 mtr and Above but not exceeding 15mtr in height

Application Form / Checklist

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/GramaPanchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Digitally signed certificate.
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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:

- Rows should be added if number of floors exceeds 7.
- Include details of basement floors also.

Name of Applicant

Village and Panchayath:

The particulars furnished al correct

Signature of olicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 16.54**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs. 22050/-** is to be remitted for each application.**

****** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentionsthe following details:				
	a) Details of approach road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl.	Particulars	Required	Proposed for	Remarks of	Remarks of the

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No			the Building	Verifying Officer	Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2 Structural Details

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2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			

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10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase *(KMBR 35,81/ KPBR 35, 81)*

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.
The exits that serve as egress from Hospital / Infirmary Sections shall not be less than 2mtr in clear width.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

2.8 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.9 Ramps

(KMBR 40/ KPBR 45)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Ramp is provided in the building(Y/N)	(Y/N)			
2	If answer to the above question is 'Y',				
	(a) Width of the Ramp	Not less than 120 cm			
	(b) Height of the Hand rail	Not Less than 80 cm			
	(c) Maximum Gradient	1 in 10			

This table should be filled and attached for all ramps separately by the applicant, if there is more than one ramp is proposed.

Note: The slope of the Ramps shall be constant within the building.

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3 Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in the building? (Y/N)	(Y – to be provided in the basement , if the basement area exceeds 200M^2)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system ***	(Y)			

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	– BIS-2189 installed? (Y/N)				
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
12	What is the capacity of Terrace tank? (in ltr)	5000 (+ 5000 if the basement area exceeds 200M^2)			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note: * The size (dia) of rising mains should be 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
*** MOEFA System should also include Talk-Back System and Public Address System

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******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided also in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			

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2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in	(N)			

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	any floor lower than 2nd basement floor? (Y/N)				
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and				

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	power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit))**.**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
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6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "B-2"

Fire Safety Approval for Business Buildings

Height: Above 10mtr But Not Exceeding15mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

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Village and Panchayath:

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of plicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note: More rows should be added if number of Floors are greater than 7 Nos.
Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct
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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** 5% increase in fee will be there every year.**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access(KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Minimum width of *access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
	Are there any adjacent Building/ Land of Nuclear Installation/	(N)			

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1	Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)				
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement) (KMBR / KPBR Rule 81)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

Name of Applicant

Village and Panchayath:

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely	(Y/N)			

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	enclosed type/ not with external wall? (Y/N)				
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

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This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not More than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

The particulars furnished al correct
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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 12 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Emergency and Escape Lighting

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:
Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously
Emergency escape lighting should be activated within five seconds of the failure of main electric supply
Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

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Name of Applicant
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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note: * 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

The particulars furnished al correct

Name of Applicant

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2.8 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3 Portable fire fighting Equipments/Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	**Whether Automatic Sprinkler system-BIS-15105 is installed in the building? (Y/N)	(Y/N)			
6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
7	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
8	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			

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9	What is the capacity of Under Ground Static Storage Tank? (in ltr)	50000			
10	What is the capacity of Terrace tank? (in ltr)	5000 (+5000 if basement area exceeds 200m^2)			
11	Whether one Electric Pumps of capacity 180 LPM is installed? (Y/N)	(Y)			
12	Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
13	Whether one Diesel (Stand-by) Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
14	What is the capacity of the electric pump installed at terrace tank level?	450 (+450 if basement area exceeds 200m^2)			
15	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:
***The size (dia) of rising mains should be 100mm..
** Required to be provided only in the basement, if the area of Basement exceeds 200m^2.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

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3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined	(N)			

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	areas are present in the building?(Y/N)				
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are				

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	clearly marked ‘FIRE’ with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Built up area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and	(Y)			

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	provided with fire doors. (Y/N)				
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also				

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	proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

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Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The particulars furnished al correct
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Village and Panchayath:
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The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.

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8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "A-2"

Fire Safety Approval for Assembly Buildings

Height: 10mtr and above But Not Exceeding15mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

*Note: Proposed building details should be cumulative of existing and proposed extension.

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** Note: Details of calculation from Table 1 at Page-4.

Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area (in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
	Total						

Note:

- Rows should be added if number of floors exceeds 10.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

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1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of *access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 **Open Space for High-rise Building** (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			

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11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide		5	

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

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2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.5 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.6 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.7 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

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2.8 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.9 Special measures for Indoor areas of Assembly Buildings with fixed seats (other than Cinema Hall).

(NBC 2005 Part IV – 6.4)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2*			
2	Width of Aisles	Min. 1.2 mtr			
3	Width of Cross Aisles	Min. 1 mtr			
4	Number of seats in between two Aisles in a row	Max. 14			
5	Is there any row of seat which opens to an Aisle at one end only (Y/N)	(Y/N)			
6	If the answer to the above question is “Y” Number of seats in such rows	Max 7			
7	Whether the Assembly space is having Boxes, Gallery or Balcony(Y/N)	(Y/N)			
8	If the answer to the above question (2) is “Y” (a) Height of substantial railings	100 cm			
9	The space between the back of one seat and front of the seat	Not less than 35 cm			

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	immedietly behind it.				

*** If the place of assembly is with fixed seats and capacity more than 600 person minimum 3exits shall be provided and for more than 1000 persons minimum 4 exits shall be provided**

Note: 1 .Decorations of places of assembly, if any, shall be of non flammable / Effective flame retardant material.

2. Provision for adequate ventilation shall be provided on the stage roof and on the roof of the Assembly area.

2.10 Special measures for Assembly Buildings with Cinema Hall

(To be filled only if the building is having at least one Cinema Theatre) (Kerala Cinemas (Regulation) Rules 1988).

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2			
2	Whether the auditorium is having upper floor, gallery or Balcony(Y/N)	(Y/N)			
3	If the answer to the above question (2) is “Y” (a) Number of exits from the upper floor, gallery or Balcony. (b) Number of Staircases from the upper floor, gallery or Balcony.	 Min. 2 Min. 2			
4	Whether all exits from the auditorium are clearly indicated by the word 'EXIT' in block letters. (Y/N)				
5	Whether all the exit signs are clearly visible in the light as well				

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	as in the dark(Y/N)				
6	Clear width of the exit doors of auditorium.	Min. 1.5 Meter			
7	Clear height of the exit doors of auditorium.	Min. 2.1 Meter			
8	Whether all exit doors are opening outwards and flushing with outside of the walls (Y/N)				
9	Width of the passage or corridor leading from an exit of the auditorium to a final space of exit	Min 1.5 meters			
10	Number of steps per flight for each staircase.	Max. 15 Min. 3			
11	Distance from the farthest point in a cinema building to a staircase, where the staircase affords access.	Max. 20 mtr			
12	Width of Aisles	Min.120 cm			
13	Width of cross Aisles	Min.100 cm			
14	Maximum distance from any seat to nearby Aisle	Not more than 3.8 meters			
15	Whether one cross aisle each is provided for every 10 rows (Y/N)				
16	Whether all Aisles / gangways are maintained in non slippery manner (Y/N)				
17	Whether all Aisles / gangways are properly illuminated (Y/N)				
18	Whether Fire protection is provided for the enclosure. (Y/N)				

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1 One exit door each shall be provided for every 250 persons accommodated or part thereof.
2 One exit door each shall be provided from every tier
3 An exit on or by way of stage or platform shall not be reckoned as one of the exits required for the auditorium.
4 The clear width of a door shall be measured between the frames of a door.
5 The exit doors shall not obstruct any gangway, passage, corridor, stairway or landing, when in open position.
6 Width of a passage serving a single staircase shall not be less than the width of that staircase.

3. Portable fire fighting Equipment/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Fire Safety Installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable Fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose Reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Automatic Sprinkler System**-BIS-15105 is installed? (Y/N)	(Y) In the basement, if the basement area exceeds 200M^2			
6	Whether Manually Operated Electronic Fire Alarm System*** – BIS-2189 installed? (Y/N)	(Y)			

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7	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
8	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
9	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
10	What is the capacity of Terrace tank? (in ltr)	5000(+5000 if the basement area exceeds 200M^2)			
11	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y) See Note (1)			
12	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y) See Note (1)			
13	Whether one Diesel Pump (Stand-by) of capacity 2280 LPM is installed? (Y/N)	(Y) See Note (1)			
14	Capacity of the Terrace level pump installed	450 LPM (+450 LPM, if the basement area exceeds 200M^2)			
15	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y) See Note (1)			

Note:. ***The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed in the Refuge Area and in the false ceiling voids if height of such voids exceed 800 mm.

*** MOEFA System should also include Talk-Back System and Public Address System .

**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins &

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other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note (1): One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor / outdoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray or Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is	(Y)			

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	directly accessible from surrounding ground level. (Y/N)				
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**

5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).

Name of Applicant

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Signature of olicant

4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "B-3"

Fire Safety Approval for Business Buildings

Height: Above 15mtr But less than16mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Whether No Objection Certificate (for Building Permit) is obtained for the construction of the building. (Y/N)	
2	If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)	
3	If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)	

Name of Applicant

Village and Panchayath:

The particulars furnished al correct

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total floor Area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total floor Area (in sq m) ** (Including basement Floors)			

Note: 1. ** Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl. No	Floor No	Plinth Area(in Sqm)			Floor Area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
	Total						

- Note: Separate sheet should be attached if number of floors exceeds 25 (Include details of basement floors also).

The particulars furnished al correct

Name of Applicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct

Name of Applicant

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the countersignature of the concerned Station Officer in the Chalan is mandatory.

Name of Applicant

Village and Panchayath:

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the Height of the building is more than 16 mtr or having more than 5 floors other than basement floor, the width of access shall not be less than 5M.**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl.	Particulars	Required	Proposed for	Remarks of	Remarks of the

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No			the Building	Verifying Officer	Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

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2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase	(N)			

The particulars furnished al correct

Name of Applicant

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	(Flights and Mid landing)? (Y/N)				
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

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a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Fire Lifts

The particulars furnished al correct

Name of Applicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.5 Emergency and Escape Lighting

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.6 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

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2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.7 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.8 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:
*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building
*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.
*Fire Assembly Point(s) shall be without any hindrance.
*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.
**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

The particulars furnished al correct
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2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

2.11 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			

The particulars furnished al correct

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Village and Panchayath:

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8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N) ***	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. *****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System.

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******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			

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2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Built up area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding	(Y)			

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	ground level. (Y/N)				
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of Architect/Engineer-Supervisor/Licensed Surveyor.
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Signature of olicant

6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

The particulars furnished al correct

Name of Applicant

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Signature of olicant

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B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).

Name of Applicant

Village and Panchayath:

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6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "A-3"

Fire Safety Approval for Assembly Buildings

Height: Above 15mtr But less than16mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
	Total						

Note:

- Rows should be added if number of floors exceeds 10.
- Include details of basement floors also.

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Village and Panchayath:

Signature of plicant

3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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Village and Panchayath: **Signature of olicant**

4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

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The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of plicant

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
	Are there any adjacent Building/ Land of Nuclear Installation/	(N)			

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1	Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)				
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 **Open Space for High-rise Building** (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be*	Remarks of Verifying	Remarks of the Evaluating

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			filled by the Applicant)	**Officer**	**officers**
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			

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12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

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Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value	Remarks of	Remarks of the

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			(To be filled by the Applicant)	**Verifying Officer**	**Evaluating officers**
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. **Fire Escape staircase**

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	**Parameter**	**Required value**	**Proposed value** (To be filled by the Applicant)	**Remarks of Verifying Officer**	**Remarks of the Evaluating officers**
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	**Particulars**	**Required**	**Proposed in the Building** *(To be filled by the Applicant)*	**Remarks of Verifying Officer**	**Remarks of the Evaluating officers**

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1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.5 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

2.6 Basements

(NBC Part IV 4.2.19&4.6.2)

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1**.** Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.7 Service Ducts and shafts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.8 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

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2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

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2.11 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.12 Special measures for Indoor areas of Assembly Buildings with fixed seats (other than Cinema Hall).

(NBC 2005 Part IV – 6.4)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2*			
2	Width of Aisles	Min. 1.2 mtr			
3	Width of Cross Aisles	Min. 1 mtr			
4	Number of seats in between two Aisles in a row	Max. 14			
5	Is there any row of seat which opens to an Aisle at one end only (Y/N)	(Y/N)			
6	If the answer to the above question is "Y" Number of seats in such rows	Max 7			
7	Whether the Assembly space is having Boxes, Gallery or Balcony(Y/N)	(Y/N)			
8	If the answer to the above question (2) is "Y" (a) Height of substantial railings	100 cm			
9	The space between the back of one seat and front of the seat immediately behind it.	Not less than 35 cm			

*** If the place of assembly is with fixed seats and capacity more than 600 person minimum 3exits shall be provided and for more than 1000 persons minimum 4 exits shall be provided**

Note: 1. Decorations of places of assembly, if any, shall be of non flammable / Effective flame retardant material.

2.Provision for adequate ventilation shall be provided on the stage roof and on the roof of the Assembly area.

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2.13 Special measures for Assembly Buildings with Cinema Hall

(To be filled only if the building is having at least one Cinema Theatre) (Kerala Cinemas (Regulation) Rules 1988).

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2			
2	Whether the auditorium is having upper floor, gallery or Balcony(Y/N)	(Y/N)			
3	If the answer to the above question (2) is "Y" (a) Number of exits from the upper floor, gallery or Balcony. (b) Number of Staircases from the upper floor, gallery or Balcony.	 Min. 2 Min. 2			
4	Whether all exits from the auditorium are clearly indicated by the word 'EXIT' in block letters. (Y/N)				
5	Whether all the exit signs are clearly visible in the light as well as in the dark(Y/N)				
6	Clear width of the exit doors of auditorium.	Min. 1.5 Meter			

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7	Clear height of the exit doors of auditorium.	Min. 2.1 Meter			
8	Whether all exit doors are opening outwards and flushing with outside of the walls (Y/N)				
9	Width of the passage or corridor leading from an exit of the auditorium to a final space of exit	Min 1.5 meters			
10	Number of steps per flight for each staircase.	Max. 15 Min. 3			
11	Distance from the farthest point in a cinema building to a staircase, where the staircase affords access.	Max. 20 mtr			
12	Width of Aisles	Min.120 cm			
13	Width of cross Aisles	Min.100 cm			
14	Maximum distance from any seat to nearby Aisle	Not more than 3.8 meters			
15	Whether one cross aisle each is provided for every 10 rows (Y/N)				
16	Whether all Aisles / gangways are maintained in non slippery manner (Y/N)				
17	Whether all Aisles / gangways are properly illuminated (Y/N)				
18	Whether Fire protection is provided for the enclosure. (Y/N)				

Note:

1 One exit door each shall be provided for every 250 persons accommodated or part thereof.
2 One exit door each shall be provided from every tier
3 An exit on or by way of stage or platform shall not be reckoned as one of the exits required for the auditorium.

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4 The clear width of a door shall be measured between the frames of a door.
5 The exit doors shall not obstruct any gangway, passage, corridor, stairway or landing, when in open position.
6 Width of a passage serving a single staircase shall not be less than the width of that staircase.

3. Portable fire fighting Equipment/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Fire Safety Installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable Fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose Reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler System**-BIS-15105 is installed in entire building? (Y/N)	(Y)			
	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
7	Whether Manually Operated	(Y)			

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	Electronic Fire Alarm System*** – BIS-2189 installed? (Y/N)				
8	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
9	What is the capacity of Under Ground Static Storage Tank? (in ltr)	150000			
10	What is the capacity of Terrace tank? (in ltr)	10000			
11	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y) See Note (1)			
12	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y) See Note (1)			
13	Whether one Diesel Pump (Stand-by) of capacity 2280 LPM is installed? (Y/N)	(Y) See Note (1)			
14	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y) See Note (1)			

Note:.

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed in the Refuge Area and in the false ceiling voids if height of such voids exceed 800 mm.

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*** MOEFA System should also include Talk-Back System and Public Address System .

**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note (1): One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor / outdoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray or Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	**Verifying Officer**	**Evaluating officers**
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	**Particulars**	**Required**	**Proposed in the Building** *(To be filled by the Applicant)*	**Remarks of Verifying Officer**	**Remarks of the Evaluating officers**
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is	(Y)			

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	directly accessible from surrounding ground level. (Y/N)				
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer / Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**

5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

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The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).

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4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "M-2"

Fire Safety Approval for Mercantile Buildings

Height: Above 15mtr but not exceeding 24mtr in height

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
	Total						

Note:

- Rows should be added if number of floors exceeds 10.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	

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6	**Date of countersignature**	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

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Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width* of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement or Height of the building is 16m and above, the minimum width of access shall be 5m.**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

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2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

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(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			

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8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. **Main Staircase**

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. **Fire Escape staircase**

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2.5 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.6 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.7 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.8 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control	(Y)			

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	room? (Y/N)				

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:
*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building
*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.
*Fire Assembly Point(s) shall be without any hindrance.
*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.
**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

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c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.11 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipment/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated	(Y)			

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	electronic Fire alarm system*** – BIS-2189 installed? (Y/N)				
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel Pump (Stand-by) of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

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** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System

**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are	(N)			

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	present in the basement? (Y/N)				
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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Name of Applicant
Village and Panchayath:
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			(To be filled by the Applicant)		
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note:

All fire fighting equipment should be suitably located and clearly marked by luminous signs.

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3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

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* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power				

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of **olicant**

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	distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**

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7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of Architect/Engineer with seal.
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Signature of olicant

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "H-7"

Fire Safety Approval for Institutional Buildings

(Custodial, Penal and Mental Institutions)

Height: 15mtr and above but not exceeding 24mtr in height

Application Form / Checklist

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
	Total						

Note:

- Rows should be added if number of floors exceeds 15.
- Include details of basement floors also.

Name of Applicant

Village and Panchayath:

The particulars furnished al correct

Signature of olicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct
Name of Applicant
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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor or height more than 16 mtr., the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

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2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			

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9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.5 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.6 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N)	(Y)			

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	(NBC 2005 Part IV- 6.1.3.4.c)				
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.7 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.8 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building

b) FCC shall be provided with Emergency Lighting

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2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

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b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.11 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.12 Ramps

(KMBR 40/ KPBR 45)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Ramp is provided in the building(Y/N)	(Y/N)			
2	If answer to the above question is 'Y',				
	(a) Width of the Ramp	Not less than 120 cm			
	(b) Height of the Hand rail	Not Less than 80 cm			
	(c) Maximum Gradient	1 in 10			

This table should be filled and attached for all ramps separately by the applicant, if there is more than one ramp is proposed.

Note: The slope of the Ramps shall be constant within the building.

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3. Portable fire fighting Equipments/ Fixed Installations

3.1 Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			

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7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system *** – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	150000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether Two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether Two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

***The size (dia) of rising mains should be 100mm.

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** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
*** MOEFA System should also include Talk-Back System and Public Address System

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided also in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

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1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
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2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The particulars furnished al correct
Name of Applicant
Village and Panchayath: **Signature of olicant**
Digitally signed certificate.
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The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/
Authorised Signatory

Signature with Date
(For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct
Name of Applicant
Village and Panchayath: **Signature of olicant**
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Department of Fire & Rescue Services, Government of Kerala

FORM No. "H-3"

Fire Safety Approval for Institutional Buildings

(Hospitals/Sanatoria/Nursing homes)

Height: 15mtr and above but not exceeding 24mtr in height

Application Form / Checklist

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Plot Area (in sq m)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Plot Area (in sq m)			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Name of Applicant

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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
	Total						

Note:

- Rows should be added if number of floors exceeds 15.
- Include details of basement floors also.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Whether the building is having more than one Occupancy . (Y/N)	
2	If answer to the Qn.1 is 'YES', 1. Types of Occupancies in the building	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)	
4	If the answer to the above question is 'YES' 1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct

Name of Applicant

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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Name of Applicant

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor or height more than 16 mtr., the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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Name of Applicant

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1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

The particulars furnished al correct

Name of Applicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase	(N)			

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Name of Applicant

Village and Panchayath:

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	(Flights and Mid landing)? (Y/N)				
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Name of Applicant

Village and Panchayath:

The particulars furnished al correct

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

The particulars furnished al correct
Name of Applicant
Village and Panchayath: Authenticity may be verified through https://compose.kerala.gov.in/
Signature of olicant

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Fire Lifts

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

The particulars furnished al correct

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2.5 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.6 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

The particulars furnished al correct

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.7 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

The particulars furnished al correct

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2.8 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building

b) FCC shall be provided with Emergency Lighting

The particulars furnished al correct

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2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

The particulars furnished al correct

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2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note: * 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.
2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.
a)Business buildings and any Basement for parking - 3000 M^2
b)Mercantile / Assembly Buildings and any Basement - 2000m^2
c) Institutional Building (C 1) - 1800m^2
d) Institutional Building (C 2 &C3) - 1125m^2

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Name of Applicant
Village and Panchayath:
Signature of olicant

2.11 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.12 Ramps

(KMBR 40/ KPBR 45)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Ramp is provided in the building(Y/N)	(Y/N)			
2	If answer to the above question is 'Y',				
	(a) Width of the Ramp	Not less than 120 cm			
	(b) Height of the Hand rail	Not Less than 80 cm			
	(c) Maximum Gradient	1 in 10			

This table should be filled and attached for all ramps separately by the applicant, if there is more than one ramp is proposed.

Note: The slope of the Ramps shall be constant within the building.

The particulars furnished al correct

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3. Portable fire fighting Equipments/ Fixed Installations

3.1 Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system*** – BIS-2189 installed? (Y/N)	(Y)			

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9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	150000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System

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******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided also in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			

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2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in	(N)			

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	any floor lower than 2nd basement floor? (Y/N)				
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/ Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and				

The particulars furnished al correct

Name of Applicant

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	power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

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6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

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Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "E-2"

Fire Safety Approval for Educational Buildings

Height: 15 mtrs and Above but not exceeding 24 mtrs

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	
7	Name of the Institution	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Whether No Objection Certificate (for Building Permit) is obtained for the construction of the building. (Y/N)	
2	If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)	
3	If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl. No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
	Total						

- Note: Separate sheet should be attached if number of floors exceeds 25 (Include details of basement floors also).

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 22.05**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width* of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor or height more than 16 mtr., the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			

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11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

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Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

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This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			
5	Whether 2 doors each are provided for every room having capacity more than 45 Persons (Y/N)	(Y)			

Note:

All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.5 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously
Emergency escape lighting should be activated within five seconds of the failure of main electric supply
Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.6 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

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2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.7 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.8 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

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2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

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c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

3.Portable fire fighting Equipments/Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Automatic Down comer system is installed? (Y/N)	(Y)			
5	Whether Automatic Sprinkler system**-BIS-15105 is installed? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	Whether Manually Operated electronic Fire alarm system*** – BIS-2189 installed? (Y/N)	(Y)			
7	What is the capacity of Terrace tank? (in ltr)	25000			
8	What is the capacity of the Electric Pump*** installed at terrace tank	900 Lpm			

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	level?				
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. * The size (dia) of rising mains should be Min. 100mm
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan
** Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room .
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
*** MOEFA System should also include Talk-Back System and Public Address System .

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are	(N)			

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	present in the basement? (Y/N)				
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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Village and Panchayath:

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1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note:

All fire fighting equipment should be suitably located and clearly marked by luminous signs.

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4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power				

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	distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**

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7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. <u>For No Objection Certificate (Completion)</u>

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of Applicant
Digitally signed certificate.
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The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "B-4"

Fire Safety Approval for High Rise Business Buildings

Height: 16mtr and above up to 24mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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Name of Applicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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Date & Digitally signed time stamp.
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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl. No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
	Total						

- Note: Separate sheet should be attached if number of floors exceeds 25 (Include details of basement floors also).

The particulars furnished al correct

Name of Applicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.05**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

The particulars furnished al correct

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1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl.	Particulars	Required	Proposed for	Remarks of	Remarks of the

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No			the Building	Verifying Officer	Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

Sl.	Particulars	Required	Proposed in the	Remarks of	Remarks of the

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No			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			

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11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	**Verifying Officer**	**Evaluating officers**
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:

All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Fire Lifts

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.5 Emergency and Escape Lighting

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously
Emergency escape lighting should be activated within five seconds of the failure of main electric supply
Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

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2.6 Basements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	If no: of basement floor is more than 1, Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y)			
5	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided in case of multilevel basement with alternate source of power supply? (Y/N)	(Y)			
6	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements
2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking
3. Staircase leading to basement floor should be enclosed

The particulars furnished al correct

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2.7 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.8 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

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Note: a) FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

The particulars furnished al correct

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2.11 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

The particulars furnished al correct

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3. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N) ***	(Y)			
9	Whether Automatic Detection and	(Y)			

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	Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)				
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	100000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. *****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

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Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			

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3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			

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2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Built up area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is	(Y)			

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	separated by fire walls all around and provided with fire doors. (Y/N)				
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				

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4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

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Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the

The particulars furnished al correct
Name of Applicant
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Signature of olicant

Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee

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11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "R-2"

Fire Safety Approval for Residential Buildings

(Dormitories and Apartment Houses)

Height: 15 m and above but not exceeding 35 m

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Whether No Objection Certificate (for Building Permit) is obtained for the construction of the building. (Y/N)	
2	If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same shall be attached)	
3*	If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same shall be attached)	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building
(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any.	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
	Total						

Note: Separate sheet should be attached if number of floors exceeds 21.Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 22.05**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert thereof)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert thereof)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access – (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 4000 sqm**:- 3.60 m** Above 4000 to 8000 **: 5.00 m** Above 8000 to 18000 sqm **: 6.00 m** Above 18000 to 24000 sqm **: 7.00 m** Above 24000 sqm **: 10m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor or height more than 16 mtr., the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

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2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
	Whether any staircase is constructed around a	(N)			

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8	lift shaft?(Y/N)				
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase *(KMBR 35/ KPBR 35)*

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase *(KMBR 35,81/ KPBR 35, 81)*

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15 cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

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2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Refuge Area

(Only for buildings above 18/24 meters height) (NBC Part IV Annex E 4)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is having height more than 24 mtrs(Y/N)	(Y/N)			
2	If the answer to above question is 'Y', Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
3	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, "REFUGE AREA" shall be installed at the entry of the refuge area.

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(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

(d)Higherise apartment buildings with apartments having need not be provided with Refuge Area

2.5 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

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* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note: Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously
Emergency escape lighting should be activated within five second of the failure of main electric supply
Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct	(Y)			

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	accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)				
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor?	(Y)			

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	(Y/N)				
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown inarchitectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:
*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building
*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

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*Fire Assembly Point(s) shall be without any hindrance.
*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

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* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

4. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Down comer is installed? (Y/N)	(Y)			
5	* Whether Automatic Sprinkler system-BIS-15105 is installed ? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	Whether Manually Operated electronic Fire alarm system** – BIS-2189	(Y)			

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	installed? (Y/N)				
7	What is the capacity of Terrace tank? (in ltr)	25000			
8	What is the capacity of the Electric Pump*** installed at terrace tank level?	900 Lpm			
9	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***** The size (dia) of rising mains should be 100mm..
* Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
*Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
* The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
* Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
****** MOEFA System should also include Talk-Back System and Public Address System .
*** To be provided if the building is above 30 metre in height

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

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3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:
*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

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4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect//Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relevant rules				

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Authorised Signatory/Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**

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2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

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The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.

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3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "A-4"

Fire Safety Approval for High Rise Assembly Buildings

Height: 16mtr and above up to 24mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/ Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
	Total						

Note:

- Rows should be added if number of floors exceeds 10.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
Date & Digitally signed on site.
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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

The particulars furnished al correct

Name of Applicant

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Signature of olicant

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter the minimum and maximum of the values (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			

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10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. **Main Staircase**

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

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Village and Panchayath:

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

The particulars furnished al correct
Name of Applicant
Village and Panchayath: **Signature of olicant**
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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Fire Lifts

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.5 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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2.6 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

The particulars furnished al correct

Name of Applicant

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.7 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.8 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control	(Y)			

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	room? (Y/N)				

Note: a) FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.9 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:
*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building
*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.
*Fire Assembly Point(s) shall be without any hindrance.
*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

Digitally signed document.
Authenticity may be verified through https://compose.kerala.gov.in/

2.10 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

The particulars furnished al correct

Name of Applicant

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d) Institutional Building (C 2 &C3) - 1125m^2

2.11 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

Plans drawn by Engineer/Architect.
Authenticity may be verified through https://compose.kerala.gov.in/

2.12 Special measures for Indoor areas of Assembly Buildings with fixed seats (other than Cinema Hall).

(NBC 2005 Part IV – 6.4)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2*			
2	Width of Aisles	Min. 1.2 mtr			
3	Width of Cross Aisles	Min. 1 mtr			
4	Number of seats in between two Aisles in a row	Max. 14			
5	Is there any row of seat which opens to an Aisle at one end only (Y/N)	(Y/N)			
6	If the answer to the above question is “Y” Number of seats in such rows	Max 7			
7	Whether the Assembly space is having Boxes, Gallery or Balcony(Y/N)	(Y/N)			
8	If the answer to the above question (2) is “Y” (a) Height of substantial railings	100 cm			

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9	The space between the back of one seat and front of the seat immedietly behind it.	Not less than 35 cm			

* If the place of assembly is with fixed seats and capacity more than 600 person minimum 3exits shall be provided and for more than 1000 persons minimum 4 exits shall be provided

Note:

1 Decorations of places of assembly, if any, shall be of non flammable / Effective flame retardant material.
2 Provision for adequate ventilation shall be provided on the stage roof and on the roof of the Assembly area.

2.13 Special measures for Assembly Buildings with Cinema Hall

(To be filled only if the building is having at least one Cinema Theatre) (Kerala Cinemas (Regulation) Rules 1988).

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2			
2	Whether the auditorium is having upper floor, gallery or Balcony(Y/N)	(Y/N)			
3	If the answer to the above question (2) is “Y” (a) Number of exits from the upper floor, gallery or Balcony. (b) Number of Staircases from the upper floor, gallery or Balcony.	 Min. 2 Min. 2			
4	Whether all exits from the auditorium are clearly indicated by the word 'EXIT' in block				

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	letters. (Y/N)				
5	Whether all the exit signs are clearly visible in the light as well as in the dark(Y/N)				
6	Clear width of the exit doors of auditorium.	Min. 1.5 Meter			
7	Clear height of the exit doors of auditorium.	Min. 2.1 Meter			
8	Whether all exit doors are opening outwards and flushing with outside of the walls (Y/N)				
9	Width of the passage or corridor leading from an exit of the auditorium to a final space of exit	Min 1.5 meters			
10	Number of steps per flight for each staircase.	Max. 15 Min. 3			
11	Distance from the farthest point in a cinema building to a staircase, where the staircase affords access.	Max. 20 mtr			
12	Width of Aisles	Min.120 cm			
13	Width of cross Aisles	Min.100 cm			
14	Maximum distance from any seat to nearby Aisle	Not more than 3.8 meters			
15	Whether one cross aisle each is provided for every 10 rows (Y/N)				
16	Whether all Aisles / gangways are maintained in non slippery manner (Y/N)				
17	Whether all Aisles / gangways are properly illuminated (Y/N)				

The particulars furnished al correct

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18	Whether Fire protection is provided for the enclosure. (Y/N)				

Note:

1 One exit door each shall be provided for every 250 persons accommodated or part thereof.
2 One exit door each shall be provided from every tier
3 An exit on or by way of stage or platform shall not be reckoned as one of the exits required for the auditorium.
4 The clear width of a door shall be measured between the frames of a door.
5 The exit doors shall not obstruct any gangway, passage, corridor, stairway or landing, when in open position.
6 Width of a passage serving a single staircase shall not be less than the width of that staircase.

3. Portable fire fighting Equipment/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Fire Safety Installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable Fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose Reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler System**-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation	(Y)			

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	statement is included in the Fire plan				
8	Whether Manually Operated Electronic Fire Alarm System*** – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	150000			
12	What is the capacity of Terrace tank? (in ltr)	10000			
13	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y) See Note (1)			
14	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y) See Note (1)			
15	Whether one Diesel Pump (Stand-by) of capacity 2280 LPM is installed? (Y/N)	(Y) See Note (1)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y) See Note (1)			

Note:.

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed in the Refuge Area and in the false ceiling voids if height of such voids exceed 800 mm.

******* MOEFA System should also include Talk-Back System and Public Address System .

******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

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Note (1): One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor / outdoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray or Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

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3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

The particulars furnished al correct

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1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

The particulars furnished al correct
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Village and Panchayath:
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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**

5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. <u>For No Objection Certificate (Completion)</u>

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/
Authorised Signatory

Signature with Date
(For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.

Name of Applicant
Village and Panchayath:

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Signature of olicant

4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "M-3"

Fire Safety Approval for High Rise Mercantile Buildings

Height: Above 24mtr but not exceeding 30mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of plicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

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Name of Applicant
Village and Panchayath:
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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
	Total						

Note:

- Rows should be added if number of floors exceeds 15.
- Include details of basement floors also.

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Name of Applicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Whether the building is having more than one Occupancy . (Y/N)	
2	If answer to the Qn.1 is 'YES', 1. Types of Occupancies in the building	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)	
4	If the answer to the above question is 'YES' 1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

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Name of Applicant
Village and Panchayath:
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Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

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1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

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1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

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2. Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			

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9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Refuge Area

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
2	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, “REFUGE AREA” shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

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2.5 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			

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8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			

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2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building

b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

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**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

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2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the	(Y)			

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	Fire plan				
8	Whether Manually Operated electronic Fire alarm system *** – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	200000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel Pump (Stand-by) of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

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** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
*** MOEFA System should also include Talk-Back System and Public Address System

**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note:

All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

The particulars furnished al correct
Name of Applicant
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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of **olicant**
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The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.

Name of Applicant

Village and Panchayath:

The particulars furnished al correct

Signature of olicant

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3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct
Name of Applicant
Village and Panchayath: **Signature of olicant**
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Department of Fire & Rescue Services, Government of Kerala

FORM No. "H-8"

Fire Safety Approval for High Rise Institutional Buildings

(Custodial, Penal and Mental Institutions)

Height: 24mtr and above but not exceeding 30mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of plicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
	Total						

Note:

- Rows should be added if number of floors exceeds 15.
- Include details of basement floors also.

Name of Applicant

Village and Panchayath:

The particulars furnished al correct

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct
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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

The particulars furnished al correct
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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl.	Particulars	Required	Proposed for	Remarks of	Remarks of the

The particulars furnished al correct

Name of Applicant

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No			the Building	Verifying Officer	Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely	(Y/N)			

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Name of Applicant

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	enclosed type/ not with external wall? (Y/N)				
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Name of Applicant

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

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a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 20 cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

The particulars furnished al correct
Name of Applicant
Village and Panchayath: **Signature of olicant**
Digitally signed certificate.
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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
2	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, “REFUGE AREA” shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
Unless digitally signed it is invalid.
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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.6 Emergency and Escape Lighting

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

The particulars furnished al correct

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

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2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control	(Y)			

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	room? (Y/N)				

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

The particulars furnished al correct

Name of Applicant

Village and Panchayath: **Signature of olicant**

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

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c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.13 Ramps

(KMBR 40/ KPBR 45)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Ramp is provided in the building(Y/N)	(Y/N)			
2	If answer to the above question is 'Y',				
	(a) Width of the Ramp	Not less than 120 cm			
	(b) Height of the Hand rail	Not Less than 80 cm			
	(c) Maximum Gradient	1 in 10			

This table should be filled and attached for all ramps separately by the applicant, if there is more than one ramp is proposed.
Note: The slope of the Ramps shall be constant within the building.

The particulars furnished al correct
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3. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system *** – BIS-2189 installed? (Y/N)	(Y)			

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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9	Whether Automatic Detection and Alarm System – BIS 2189/1989 & 2175/1988 is installed in the building? (Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	200000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***The size (dia) of rising mains should be 150mm if the height of the building exceeds 30m and otherwise 100mm.
** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
*** MOEFA System should also include Talk-Back System and Public Address System

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******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided also in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			

The particulars furnished al correct

Name of Applicant

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2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in	(N)			

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	any floor lower than 2nd basement floor? (Y/N)				
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/ Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and				

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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	power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of **olicant**
Address of Applicant with PIN Code.
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7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
Digitally signed certificate.
Authenticity may be verified through https://compose.kerala.gov.in/

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

The particulars furnished al correct

Name of Applicant

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "E-3"

Fire Safety Approval for High Rise Educational Buildings

Height: Above 24 m but not exceeding 30 m

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	
7	Name of the Institution	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Name of Applicant

Village and Panchayath:

Signature of olicant

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Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl. No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
	Total						

- Note: Separate sheet should be attached if number of floors exceeds 25 (Include details of basement floors also).

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 22.05**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **:7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			

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12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

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Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 15cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			

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2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			
5	Whether 2 doors each are provided for every room having capacity more than 45 Persons (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Whether a refuge area* is provided on the floor immediately above 24 meter, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
2	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, “REFUGE AREA” shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.6 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

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2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

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2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

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2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	**Whether Automatic Sprinkler system-BIS-15105 is installed? (Y/N)	(Y)(in the basement if area exceeds 200 m2)/N			
7	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N)	(Y)			
8	What is the capacity of Under Ground Static Storage Tank? (in ltr) ***	50000			

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9	What is the capacity of Terrace tank? (in ltr)	(5000, if basement area exceeds 200 m2)			
10	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
11	Whether one Electric Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
12	Whether one Diesel (Stand-by) Pump of capacity 1620 LPM is installed? (Y/N)	(Y)			
13	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:.

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

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3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation	(Y)			

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	system is provided?(Y/N)				
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked ‘FIRE’ with luminous	(Y)			

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	signs powered by UPS? (Y/N)				

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and	(Y)			

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	provided with fire doors. (Y/N)				
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				

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4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

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Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The particulars furnished al correct
Address of Applicant with mobile.
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Name of Applicant
Village and Panchayath: **Signature of olicant**

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards

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9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "B-5"

Fire Safety Approval for High Rise Business Buildings

Height: Above 24mtr and up to 30mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl. No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
	Total						

- Note: Separate sheet should be attached if number of floors exceeds 25 (Include details of basement floors also).

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl.	Particulars	Required	Proposed for	Remarks of	Remarks of the

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No			the Building	Verifying Officer	Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building (If the building is having more than 4 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			

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11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground.

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Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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Village and Panchayath:

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

The particulars furnished al correct
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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

The particulars furnished al correct

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a refuge area* is provided on the floor immediately above 24 meter, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
2	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note: *(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, “REFUGE AREA” shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts

The particulars furnished al correct
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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.6 Emergency and Escape Lighting

The particulars furnished al correct

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

The particulars furnished al correct

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

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2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

The particulars furnished al correct

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Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

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d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system – BIS-	(Y)			

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	2189 installed? (Y/N) ***				
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	150000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. *****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System

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******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in	(N)			

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	any floor lower than 2nd basement floor? (Y/N)				
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also				

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	proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

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Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

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Village and Panchayath:
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The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.

The particulars furnished al correct

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8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "A-5"

Fire Safety Approval for High Rise Assembly Buildings

Height: Above 24mtr and up to 30mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. ** Note: Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
	Total						

Note:

- Rows should be added if number of floors exceeds 10.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 **Open Space for High-rise Building** (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			

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11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

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a. **Main Staircase**

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. **Fire Escape staircase**

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a refuge area* is provided on the floor immediately above 24 meter and thereafter at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
2	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, “REFUGE AREA” shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

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2.5 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement,	(Y)			

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	whether the stairs are enclosed in the basement portion? (Y/N)				

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			

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3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

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*‘Recreation Spaces’ at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.
**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of single compartment exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is ‘Y’, Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is ‘Y’ Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

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2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.13 Special measures for Indoor areas of Assembly Buildings with fixed seats (other than Cinema Hall).

(NBC 2005 Part IV – 6.4)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2*			
2	Width of Aisles	Min. 1.2 mtr			
3	Width of Cross Aisles	Min. 1 mtr			
4	Number of seats in between two Aisles in a row	Max. 14			
5	Is there any row of seat which opens to an Aisle at one end only (Y/N)	(Y/N)			
6	If the answer to the above question is “Y” Number of seats in such rows	Max 7			

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7	Whether the Assembly space is having Boxes, Gallery or Balcony(Y/N)	(Y/N)			
8	If the answer to the above question (2) is "Y" (a) Height of substantial railings	100 cm			
9	The space between the back of one seat and front of the seat immedietly behind it.	Not less than 35 cm			

*** If the place of assembly is with fixed seats and capacity more than 600 person minimum 3exits shall be provided and for more than 1000 persons minimum 4 exits shall be provided**

Note: 1. Decorations of places of assembly, if any, shall be of non flammable / Effective flame retardant material.

2.Provision for adequate ventilation shall be provided on the stage roof and on the roof of the Assembly area.

2.14 Special measures for Assembly Buildings with Cinema Hall

(To be filled only if the building is having at least one Cinema Theatre) (Kerala Cinemas (Regulation) Rules 1988).

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total number of exit doors for the Auditorium	Min 2			
2	Whether the auditorium is having upper floor, gallery or Balcony(Y/N)	(Y/N)			
3	If the answer to the above question (2) is "Y"				

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	(a) Number of exits from the upper floor, gallery or Balcony. (b) Number of Staircases from the upper floor, gallery or Balcony.	Min. 2 Min. 2			
4	Whether all exits from the auditorium are clearly indicated by the word 'EXIT' in block letters. (Y/N)				
5	Whether all the exit signs are clearly visible in the light as well as in the dark(Y/N)				
6	Clear width of the exit doors of auditorium.	Min. 1.5 Meter			
7	Clear height of the exit doors of auditorium.	Min. 2.1 Meter			
8	Whether all exit doors are opening outwards and flushing with outside of the walls (Y/N)				
9	Width of the passage or corridor leading from an exit of the auditorium to a final space of exit	Min 1.5 meters			
10	Number of steps per flight for each staircase.	Max. 15 Min. 3			
11	Distance from the farthest point in a cinema building to a staircase, where the staircase affords access.	Max. 20 mtr			
12	Width of Aisles	Min.120 cm			
13	Width of cross Aisles	Min.100 cm			

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14	Maximum distance from any seat to nearby Aisle	Not more than 3.8 meters			
15	Whether one cross aisle each is provided for every 10 rows (Y/N)				
16	Whether all Aisles / gangways are maintained in non slippery manner (Y/N)				
17	Whether all Aisles / gangways are properly illuminated (Y/N)				
18	Whether Fire protection is provided for the enclosure. (Y/N)				

Note: 1. One exit door each shall be provided for every 250 persons accommodated or part thereof.
2. One exit door each shall be provided from every tier
3. An exit on or by way of stage or platform shall not be reckoned as one of the exits required for the auditorium.
4. The clear width of a door shall be measured between the frames of a door.
5. The exit doors shall not obstruct any gangway, passage, corridor, stairway or landing, when in open position.
6. Width of a passage serving a single staircase shall not be less than the width of that staircase.

3. Portable fire fighting Equipment/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Fire Safety Installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable Fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			

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3	Whether First Aid Hose Reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler System**-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated Electronic Fire Alarm System*** – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	200000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y) See Note (1)			
14	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y) See Note (1)			

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15	Whether one Diesel Pump (Stand-by) of capacity 2280 LPM is installed? (Y/N)	(Y) See Note (1)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y) See Note (1)			

Note:.

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed in the Refuge Area and in the false ceiling voids if height of such voids exceed 800 mm.

******* MOEFA System should also include Talk-Back System and Public Address System . ******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note (1): One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor / outdoor oil-cooled transformers present in the building? (Y/N)	(N)			

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2	If answer to above question is Y, Whether Automatic High Velocity Water Spray or Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

The particulars furnished al correct

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1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked ‘FIRE’ with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note:

All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Signature of the applicant	Signature of Architect/ Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

Date & Digitally signed certificate.
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5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**
7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
Address of applicant with mobile.
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6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/
Authorised Signatory

Signature with Date
(For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**

2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "H-4"

Fire Safety Approval for High Rise Institutional Buildings

(Hospitals/Sanatoria/Nursing homes)

Height: Above 24mtr but not exceeding 45mtr

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

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Name of Applicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	
5	Plot Area (in Sq. Mtrs)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			
5	Plot Area (in Sq. Mtrs.)			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing (if the horizontal/vertical expansion of an existing building) and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing , if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
	Total						

Note:

- Rows should be added if number of floors exceeds 15.
- Include details of basement floors also.

3.3 Multiple / Mixed Occupancy:

Name of Applicant The particulars furnished al correct

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Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

4. Fee/Chalan Amount Calculation

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Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08 **
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 22050/-** is to be remitted for each application.**
**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

B. Technical Section

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1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl.	Particulars	Required	Proposed for	Remarks of	Remarks of the

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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No			the Building	Verifying Officer	Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			

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12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

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Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value	Remarks of	Remarks of the

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			(To be filled by the Applicant)	Verifying Officer	Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			

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2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 6 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
2	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, “REFUGE AREA” shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.6 Emergency and Escape Lighting

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

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2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

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Note: a)FCC shall be on the entrance floor of the Building

b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

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c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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2.13 Restrictions for Buildings above 30 meters

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building height is above 30 meters (Y/N)	(Y/N)			
2	If answer to the above question is 'Y',				
	(a) Whether any critical patients those incapable of self preservation and having physical impairment is housed at height above 30 metre(Y/N).	(N)			
	(b) Whether any occupancy other than those incidental to the hospital such as normal patient accommodation, Nurses station, Consultation Room, Medical shop, Canteen etc. is housed at height above 30 Meter. (Y/N)	(N)			

Note: 1.Critical patients those in capable of self preservation and having physical impairment should be housed within 30 metre height.

2. Other types of patients and occupancies incidental to Hospitals such as Consultation Rooms, Nurses station, Medical shop, Canteen etc. may be housed at height beyond 30 meters but not more than 45 meters.

2.14 Ramps

(KMBR 40/ KPBR 45)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Ramp is provided in the building(Y/N)	(Y/N)			
2	If answer to the above question is 'Y',				
	(a) Width of the Ramp	Not less than 120 cm			

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	(b) Height of the Hand rail	Not Less than 80 cm			
	(c) Maximum Gradient	1 in 10			

This table should be filled and attached for all ramps separately by the applicant, if there is more than one ramp is proposed.
Note: The slope of the Ramps shall be constant within the building.

3. Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			
8	Whether Manually Operated electronic Fire alarm system ***	(Y)			

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	– BIS-2189 installed? (Y/N)				
9	Whether Automatic Detection and Alarm System – BIS 2189/1989 & 2175/1988 is installed in the building? (Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	200000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel (Stand-by) Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

Note:. ***The size (dia) of rising mains should be 150mm if the height of the building exceeds 30m and otherwise 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System

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******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided also in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			

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2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note: *All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in	(N)			

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	any floor lower than 2nd basement floor? (Y/N)				
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect/ Engineer /Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and				

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	power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
Address of Applicant with PIN Code.
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7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

The particulars furnished al correct
Name of Applicant
Village and Panchayath:
Signature of olicant
Digitally signed certificate.
Authenticity may be verified through https://compose.kerala.gov.in/

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of pplicant

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "R-3"

Fire Safety Approval for High Rise Residential Buildings

(Dormitories and Apartment Houses)

Height: Above 35 m but not exceeding 45 m

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

SlNo	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact No(Mobile)	
5	Email Id	
6	Contact No(Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same shall be attached)**	
3*	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same shall be attached)**	

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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Table 1 :Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any.	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
	Total						

Note:

- Separate sheet should be attached if number of floors exceeds 21.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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- Include details of basement floors also.

3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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The particulars furnished al correct
Name of Applicant:
Village and Panchayath: **Signature of olicant**

4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 22.05**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines *(KMBR22/ KPBR22)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert thereof)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert thereof)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

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1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 8000 **: 5.00 m** Above 8000 to 18000 sqm **: 6.00 m** Above 18000 to 24000 sqm**: 7.00 m** Above 24000 sqm **: 10m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

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1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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2 Structural Details

2.1 Staircase

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase *(KMBR 35/ KPBR 35)*

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase *(KMBR 35,81/ KPBR 35, 81)*

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15 cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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The particulars furnished al correct
Name of Applicant:
Village and Panchayath:
Signature of olicant

2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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2.4 Refuge Area

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether balcony is provided for each apartment	(Y/N)			
2	If the answer to above question 1 is 'N', Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
3	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note: *(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, "REFUGE AREA" shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

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2.5 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five second of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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Name of Applicant: The particulars furnished al correct

Village and Panchayath: **Signature of olicant**

2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			

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8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

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Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:
*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building
*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations, as per possibilitiesand should be at the ground level.
*Fire Assembly Point(s) shall be without any hindrance.
*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

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b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3 Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Automatic Sprinkler system-BIS-15105 is installed? (Y/N)	(Y) To be installed in the basement if the basement area exceeds 200m^2			
6	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N) ***	(Y)			
7	What is the capacity of Under Ground Static Storage Tank? (in ltr)	75000			
8	What is the capacity of Terrace tank?	5000			

The particulars furnished al correct

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	(in ltr)				
9	Whether one Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
10	Whether one Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
11	Whether one Diesel Pump (Stand-by) of capacity 2280 LPM is installed? (Y/N)	(Y)			
12	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

***MOEFA System should also include Talk-Back System and Public Address System .

Note:. One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

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3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			Applicant)		
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

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1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect//Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Authorised Signatory/Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

The particulars furnished al correct
Name of Applicant:
Village and Panchayath: **Signature of** **olicant**
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4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**

5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

The particulars furnished al correct

Name of Applicant:

Village and Panchayath: **Signature of olicant**

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OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant:

Village and Panchayath:

Signature of olicant

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "R-4"

Fire Safety Approval for High Rise Residential Buildings

(Dormitories and Apartment Houses)

Height: Above 45m but not exceeding 60m

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	**Applicant Name**	
2	**Permanent Address with PIN Code**	
3	**Communication Address with PIN Code (If different from Permanent address)**	
4	**Contact No(Mobile)**	
5	**Email Id**	
6	**Contact No(Landline)**	

***This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same shall be attached)**	
3*	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same shall be attached)**	

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.
2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 :Floor-wise area details of the Existing and Proposed Building

(To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any.	Proposed	Total	Existing, if any.	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
	Total						

Note:

- Separate sheet should be attached if number of floors exceeds 21.
- Include details of basement floors also.

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Whether the building is having more than one Occupancy . (Y/N)	
2	If answer to the Qn.1 is 'YES', 1. Types of Occupancies in the building	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)	
4	If the answer to the above question is 'YES' 1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 22.05**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

The particulars furnished above are correct

Name of Applicant:

Village and Panchayath: **Signature of Applicant**

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Minimum width of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 8000 **: 5.00 m** Above 8000 to 18000 sqm **: 6.00 m** Above 18000 to 24000 sqm**: 7.00 m** Above 24000 sqm **: 10m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 Open Space for High-rise Building

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2 Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			

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11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

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Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

2.1.1 Staircase Specifications **

a. Main Staircase *(KMBR 35/ KPBR 35)*
This table should be filled and attached for all Main Staircases separately by the Applicant.

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Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase *(KMBR 35,81/ KPBR 35, 81)*

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15 cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR KMBR 36 to 42/ KPBR 36 to 42.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

2.3 Travel Distance

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

2.4 Refuge Area

Sl. No	Particulars	Required	Proposed in the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	**Verifying Officer**	**Evaluating officers**
1	Whether balcony is provided for each apartment	(Y/N)			
2	If the answer to above question 2 is 'N', Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
3	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note: *(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, "REFUGE AREA" shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler System, First Aid Box, Fire Extinguishers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

2.5 Fire Lifts

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

The particulars furnished above are correct

Name of Applicant:

Village and Panchayath: **Signature of Applicant**

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2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

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Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting	(Y)			

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	installations (laminated) are maintained in control room? (Y/N)				

Note: a) FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:

*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.

*Fire Assembly Point(s) shall be without any hindrance.

*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

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b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3 Portable fire fighting Equipments/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan (Y/N)	(Y)			

Name of Applicant: The particulars furnished above are correct

Village and Panchayath: **Signature of Applicant**

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8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N) ***	(Y)			
9	What is the capacity of Under Ground Static Storage Tank? (in ltr)	150000			
10	What is the capacity of Terrace tank? (in ltr)	10000			
11	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
12	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
13	Whether one Stand-by Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
14	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 100mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.

*** MOEFA System should also include Talk-Back System and Public Address System .

Note: One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

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3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor / outdoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray or Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			

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2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or notin accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers

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1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding ground level. (Y/N)	(Y)			
2	Whether pump room is installed in any floor lower than 2nd basement	(N)			

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	floor? (Y/N)				
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect//Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of				

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	India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Authorised Signatory/Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit))**.**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**
6 **It is certified that all the above information/data are correct to the best of my knowledge.**

The particulars furnished above are correct
Name of Applicant:
Village and Panchayath: **Signature of** **olicant**

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7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:
Date: **Dated Signature of Applicant** **Dated Signature of Architect/Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

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The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards

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9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "R-8"

Fire Safety Approval for Residential Buildings

HOTELS

Height: 15 m and above but not exceeding to 30 m

Application Form / Checklist

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl No	Particulars	Details (To be filled by the Applicant)
1	**Applicant Name**	
2	**Permanent Address with PIN Code**	
3	**Communication Address with PIN Code (If different from Permanent address)**	
4	**Contact No(Mobile)**	
5	**Email Id**	
6	**Contact No(Landline)**	

*****This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

Name of Applicant

Village and Panchayath:

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2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
	Total						

Note:
More rows should be added if number of Floors are greater than 7 Nos.
Include details of basement floors also.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Whether the building is having more than one Occupancy . (Y/N)	
2	If answer to the Qn.1 is 'YES', 1. Types of Occupancies in the building	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)	
4	If the answer to the above question is 'YES' 1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

The particulars furnished al correct

Name of Applicant

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

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Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Minimum width* of access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor or height more than 16 mtr., the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

Sl.	Particulars	Required	Proposed for	Remarks of	Remarks of the

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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No			the Building	Verifying Officer	Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 **Open Space for High-rise Building** (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.

(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.

(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.

(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase	(N)			

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Name of Applicant

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	(Flights and Mid landing)? (Y/N)				
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			
11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**
Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. **Main Staircase**

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. **Fire Escape staircase**

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

Name of Applicant

Village and Panchayath:

The particulars furnished al correct

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

Name of Applicant The particulars furnished al correct
Village and Panchayath: **Signature of** **olicant**
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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

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2.4 Refuge Area

(Only for buildings above 24 meters height)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is having height more than 24 mtrs(Y/N)	(Y/N)			
2	If the answer to above question is 'Y', Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
3	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note: *(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, "REFUGE AREA" shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

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2.5 Fire Lifts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

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2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			

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8	If the stairs of the building are continuous to the basement, whether the stairs are enclosed in the basement portion? (Y/N)	(Y)			

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

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2.9 Fire Command Centre (FCC)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			
3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note: *Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building

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*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.
*Fire Assembly Point(s) shall be without any hindrance.
*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.
**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

a)Business buildings and any Basement for parking - 3000 M^2

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b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

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3. Portable fire fighting Equipments/Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether fire safety installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser* is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler system-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing	(Y)			

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	calculation statement is included in the Fire plan				
8	Whether Manually Operated electronic Fire alarm system – BIS-2189 installed? (Y/N) *****	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	15`0000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y)			
14	Whether two Electric Pump of capacity 2280 LPM is installed? (Y/N)	(Y)			
15	Whether one Diesel Pump (Stand-by) of capacity 2280 LPM is installed? (Y/N)	(Y)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y)			

*****The size (dia) of rising mains should be 100mm.

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** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.
**Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.
** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.
** Automatic Sprinkler System shall be installed if the false ceiling voids exceeding 800 mm in height.
******** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.
***** MOEFA System should also include Talk-Back System and Public Address System .

Note:. One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.
*Fire Stations shall be preferably inside the building
*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is directly accessible from surrounding	(Y)			

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	ground level. (Y/N)				
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* Note: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.
(2) Negative suction and submersible pumps shall not be allowed.
(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect /Engineer/ Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect//Engineer Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				
2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and				

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	power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit))**.**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**
4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**
5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

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6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. <u>For No Objection Certificate (for Building Permit)</u>

The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

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B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/ Authorised Signatory

Signature with Date (For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.

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7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

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Department of Fire & Rescue Services, Government of Kerala

FORM No. "R-10"

Fire Safety Approval for Residential Buildings

[5 Star and above classified HOTELS]

Application Form / Checklist *

(The following details shall be submitted by the applicant)

For No Objection Certificate (for Building Permit)		For No Objection Certificate (Completion)	

A. General Section

1. Applicant Details

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Applicant Name	
2	Permanent Address with PIN Code	
3	Communication Address with PIN Code (If different from Permanent address)	
4	Contact Number (Mobile)	
5	Email Id	
6	Contact Number (Landline)	

*This checklist cum application will be first submitted for No Objection Certificate (for Building Permit) and then for No Objection Certificate (Completion).

NB: All the items/features in this Checklist must be shown / marked in the plan.

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2. Site Details

2.1 Details of Land in which Building is to be Constructed / Location of Proposed Building

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Survey / Resurvey Number	
2	Village	
3	Taluk	
4	District	
5	Corporation/ Municipality/Grama Panchayath	
6	Nearby Permanent Landmark	

2.2 Details of No Objection Certificate (for Building Permit) [required only if the application is for No Objection Certificate (Completion)/ Revision]

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether** No Objection Certificate (for Building Permit) **is obtained for the construction of the building. (Y/N)**	
2	**If answer to the Qn.1 is 'YES', give the details (Number, Date of issue and the issuing authority) of the certificate. (Copy of the same along with approved plans shall be attached)**	
3	**If answer to the Qn.1 is 'NO', Details of building permit. (Copy of the same along with approved plans shall be attached)**	

Name of Applicant

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3. Building Details

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Height (in meters) as per KMBR /KPBR	
2	Total Plinth Area (in sq m)**(Including basement Floors)	
3	No. of Floors (Including basement Floors)	
4	Total Floor area (in sq m) ** (Including basement Floors)	

** Note: Area calculation details from Page-4, Table 1.

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

Sl. No	Particulars	Details (To be filled by the Applicant)		Total
		Existing Building	Proposed Building*	Existing and Proposed
1	Height (in meters) as per KMBR /KPBR			
2	Total Plinth Area (in sq m)**(Including basement Floors)			
3	No. of Floors (Including basement Floors)			
4	Total Floor area (in sq m) ** (Including basement Floors)			

Note: 1. Area calculation details from Page-4, Table 1.

2. Height and area of the building should be ascertained properly and correctly by the Architect and the same shall be certified by both the Applicant and Architect. (Rule 18 of KMBR/KPBR)

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Table 1 : Floor-wise area details of the Existing and Proposed Building (To be filled by the Applicant)

Sl. No	Floor No	Plinth Area(in Sqm)			Floor area(in Sqm)		
		Existing, if any	Proposed	Total	Existing, if any	Proposed	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
	Total						

- Note: Separate sheet should be attached if number of floors exceeds 25 (Include details of basement floors also).

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3.3 Multiple / Mixed Occupancy:

Sl. No	Particulars	Details (To be filled by the Applicant)
1	**Whether the building is having more than one Occupancy . (Y/N)**	
2	**If answer to the Qn.1 is 'YES',** **1. Types of Occupancies in the building**	
	2. Total Floor area of each individual Occupancy.	
	3. Height Level of each individual Occupancy (from average ground level)	
3	**Whether the occupancies are intermingled either horizontally or vertically by any means. (Y/N)**	
4	**If the answer to the above question is 'YES'** **1. Whether the most restrictive provisions of Fire Protection among the individual Occupancies is provided in the entire building.*(Y/N)**	
	2. Whether the Occupancies are separated (Horizontally and Vertically) by a 240 minutes Fire Resistance rating. (Y/N)	

- If the building is with Mixed Occupancy, the occupancies shall be separated horizontally and vertically by 240 minute fire resistance rated structures and the most restrictive provisions in respect of fire protection among the individual occupancies shall be provided in the entire building.

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4. Fee/Chalan Amount Calculation

Total Chalan Amount to be calculated based on given rate.

Sl. No	Particulars	Details (Vacant field to be filled by the Applicant)
1	Rate / square meter	Rs. 33.08**
2	Total Fee *= Total Plinth Area (m^2) x Rate/sqm	

***50% of total Fee (including Basement & Parking Area in the Building) subject to a minimum of Rs 16540/-** is to be remitted for each application.**

**** Fees will be subject to changes as and when ordered by the Government**

5. Payment Details

Details of payment made at Treasury.

Sl. No	Particulars	Details (To be filled by the Applicant)
1	Chalan No.	
2	Date of payment (DD/MM/YYYY)	
3	Name of Treasury	
4	Paid Amount(in Rs)	
5	Fire and Rescue Station where the chalan is countersigned	
6	Date of countersignature	

Note: Before remitting the Fee in Treasury, the chalan shall be got countersigned by the Station Officer where the treasury is located so as to facilitate reconciliation of remittance.

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B. Technical Section

1. Site Details

1.1 Clearance from Electric Lines

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	**Low & Medium Voltage Line**				
a	Vertical Clearance (in mtr)(Where the electric line passes over the proposed building)	Min 2.5m			
b	Horizontal Clearance(in mtr)	Min 1.2 m			
2	**High Voltage Line**				
a	Total Line Capacity(in kV) *(Please specify total High Voltage line capacity here)*				
b	Vertical Clearance(in mtr) (Where the electric line passes over the proposed building)	Min 3.7 m up to 33KV (+ 0.3 m for every additional 33KV or pert there of)			
c	Horizontal Clearance (in mtr)	Min 2.00 m up to 33KV (+0.3 for every addl. 33KV or pert there of)			

Note: Angular clearance from electrical lines should not be less than the Vertical Clearance of respective category.

1.2 Access (KMBR / KPBR Rule 28)

Sl. No	Particulars	Required	Proposed for the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	**Verifying Officer**	**Evaluating officers**
1	Minimum width of *access (in mtr) :	Minimum width of access required based on Total Floor area in square meters: Up to 1500 sqm **: 3.60 m** Above 1500 to 6000 sqm **: 5.00 m** Above 6000 to 12000 sqm **: 6.00 m** Above 12000 to 18000 sqm **: 7.00 m** Above 18000 sqm **: 8m**			
2	Whether the Location plan of the proposed building mentions the following details:				
	a) Width of the Approach Road : (Y/N)	(Y) Mandatory			
	b)Visible land mark on either sides and opposite to the plot : (Y/N)	(Y) Desirable			

***If the building is having more than 5 floors other than basement floor or height more than 16 meter, the access width shall not be less than 5M**

Note: 1) In the case of **access to a multiple occupancy building**, the minimum width of access to the building and plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of the building taken together as the most restrictive occupancy

2) In the case of **a group of buildings within any plot**, the minimum width of access to the plot as well as the minimum width of existing street giving access to the plot from the main street shall be the minimum width of access required for the total built-up area of all the buildings taken together as the most restrictive occupancy

1.3 Miscellaneous

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Sl. No	Particulars	Required	Proposed for the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Are there any adjacent Building/ Land of Nuclear Installation/ Nuclear Waste Dumping Site which may pose threat in respect of Fire Safety to the Proposed Building? (Y/N)	(N)			
2	If above answer is Yes, Whether the Location plan of the proposed building show the required details. (Y/N)	(Y)			

1.4 **Open Space for High-rise Building** (If the building is having more than 5 floors other than basement or Height more than 16 mtr) *(KMBR 81/KPBR 81)*

Sl. No	Particulars	Required	Proposed for the Building *(To be filled by the Applicant)*		Remarks of Verifying Officer	Remarks of the Evaluating officers
			Minimum	Maximum		
1	Width of clear motorable open space of the building on the side contiguous to the street/Access (in Mtr):	5mtr (minimum)				
2	Width of clear motorable open space in one of the sides contiguous to the side mentioned in (1) above (in Mtr)	5mtr (minimum)				
3	Width of the main Entrance Gate of the Building	5mtr (minimum)				
4	Whether an Arch /Covered Gate is constructed for the Main Entrance? (Y/N) If the answer is Yes, Head Room clearance of Arch/Covered Gate	(Y/N) 5mtr (minimum)				

Note:

(a) 1, 2 are meant to provide clear motorable road on the Street access side and at one of the sides contiguous to the street access side so that a fire tender can access the building from the road access side and contiguously to one of the two sides of the plot/premises.
(b) The open space should be kept free of vehicle parking or any other erections and it should be shown properly in the plan.
(c) The projections of roof or weather shade or cornices of not more than 75cm width shall be admissible in the open space.
(d) For open space around the building the Applicant should enter **the minimum** and **maximum of the values** (if it is not uniform)

2. Structural Details

2.1 Staircase

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Total No: of staircases in the building:	Any building having more than 3 floors including basement shall have at least 2 staircases			
2	No: of main staircases in the building: (KMBR 35/ KPBR 35)	As per Occupant Load (Calculation statement to be attached)			
3	No of Fire escape staircases in the building: *(Refer Foot Note 1)* (KMBR 35/ KPBR 35)	Any residential building having more than 3 floors and any other building having more than 2 floors above ground level shall be provided with fire stair			
4	Whether all staircases are continuous from ground floor to the terrace level? (Y/N)	(Y)			
5	Whether all staircases are constructed of non combustible materials?(Y/N).	(Y)			
6	Whether any living Space, Store or other Fire Risk area is directly opened to staircases(Flights and Mid landing)? (Y/N)	(N)			
7	Whether any electrical shaft/ AC ducts/ gas pipes etc is passing through or opening at staircase (Flights and Mid landing)?(Y/N)	(N)			
8	Whether any staircase is constructed around a lift shaft?(Y/N)	(N)			
9	Whether any lift opens into any staircase (Flights and Mid landing)? (Y/N)	(N)			
10	Whether any staircase is of completely enclosed type/ not with external wall? (Y/N)	(Y/N)			

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11	If answer to above question(10) is Yes, Whether the staircase is a pressurized staircase? (Y/N)	(Y)			
12	Whether all the staircases are ventilated at each landing through an opening of an area min. 0.5 M^2. (Y/N)				
13	Whether fire-escape stair is separated and as far as possible remote from the other staircases? (Y/N)	(Y)			
14	Whether the Fire escape staircases are directly connected to Exterior open space at ground and has landing areas accessible from the external side? (Y/N) (KMBR 35/ KPBR 35)	(Y)			
15	Whether at least one side of the Fire Escape stair cases has abutting with external wall?	(Y)			
16	Whether any spiral Stairway is provided in the Building as Fire Escape Stairway? (Y/N) See Note 5	(Y/N)			
17	If answer is Yes, diameter of the spiral stair. (KMBR 35)	not less than 150cm			

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Note 1: Fire escape staircase shall lead directly to the exterior open space at Ground**.**

Note 2: When any staircase is of **completely enclosed** type, it should be pressurized.

Note 3: Fire Escape Staircase shall always be kept in sound operable conditions.

Note 4: The routes of fire escape staircases shall be kept free from obstructions at all times.

Note 5: The use of spiral staircase as fire escape stair shall be limited to 10 mtrs.

Note 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass.

Note 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)

Note 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.

Note 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.

Note 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

Note 11: The treads of the staircases shall be constructed and maintained in a manner to prevent slipping.

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2.1.1 Staircase Specifications **

a. Main Staircase

This table should be filled and attached for all Main Staircases separately by the Applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 120cms			
2	Width of Tread	Not less than 30cms			
3	Height of Riser	Not exceeding 15cms			
4	Height of Hand Rails	Not less than 90cms			
5	Gap of Baluster	Not more than 10cms wide			

b. Fire Escape staircase

This table should be filled and attached for all fire escape staircases separately by the applicant.

Sl. No	Parameter	Required value	Proposed value (To be filled by the Applicant)	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Width of Staircase	Not less than 100cms *			
2	Width of Tread	Not less than 25cms			
3	Height of Riser	Not more than 19cms			
4	Height of Hand Rails	Not less than 100cms & not more than 120cms			
5	Gap of Baluster	Less than 15cms wide			
6	No of steps per Flights	Not exceeding 16 Nos.			

* This is only the minimum width required. For high rise and heavily occupied buildings actual width and number of staircases are to be estimated by egress calculations by the Architect and the maximum travel distance permitted for each category of the building is to be strictly adhered.

** In a Building there may be a number of Staircases Internal and External. So details shall be provided in respect of each of the Staircase.

2.2 Exit requirements

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	What is the Number of Exits from each floor of the building?	Min 2 (Desirable)			
2	Whether all means of exits towards staircases are adequately and naturally ventilated? (Y/N)	(Y)			
3	Whether signages are installed to guide the occupants to reach all means of exits?	(Y)			
4	Whether all signs posted to guide the occupants are illuminated (24 X 7) with an alternate source of Power supply or made in such glowing/luminous material ? (Y/N)	(Y)			

Note:
All exit requirements should be adhered to as per KMBR 36 to 42/ KPBR 36 to 45.
All routes to exit should be clearly marked
All exits should be clearly visible
All exits should be reached without passing through another occupied unit
All exits should be removed from each other and arranged to provide direct access in separate directions from any point.

The plan of each floor of the building, clearly showing the Emergency Exits, Staircases, Lifts, Fire Ducts etc should be kept in the respective Floor at strategic points.

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2.3 Travel Distance

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1.	What is the maximum travel distance to an emergency exit? (refer note)	Should not exceed 30 M			
2	What is the maximum Dead end corridor length in exit access in all floors	Shall not Exceed 15 M			

Note:

1. In case of upper or lower floors Emergency exits maybe a staircase leading to the ground.
2. Emergency exit maybe a horizontal exit leading to an adjoining building at the same level.
3. Lift and Escalators shall not be considered as emergency exits.
4. Ramps shall not be considered as an exit in case of basements below the first basement in car parking.
5. The dead end corridor length in exit access shall not exceed 6 metre for Educational, Institutional and Assembly Occupancies. For other Occupancies, the same shall be 15 metre.
6. For fully sprinklered buildings, the travel distance may be increased by 50 percent of the values specified.

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2.4 Refuge Area

(Only for buildings above 24 meters height)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is having height more than 24 mtrs(Y/N)	(Y/N)			
2	If the answer to above question is 'Y', Whether a refuge area* is provided on the floor immediately above 24 meter and there after at every 15 meters, having size 15 m^2 or 0.3 m^2 per occupant of two consecutive floors? (Y/N)	(Y)			
3	Whether the entire refuge area is provided with Sprinklers? (Y/N)	(Y)			

Note:

*(a). Refuge area shall be provided on the periphery of the floor and open to air at least on one side protected with suitable railing.
(b). A prominent sign bearing the words, "REFUGE AREA" shall be installed at the entry of the refuge area.
(c). The refuge area shall be provided with Sprinkler system, First Aid Box, Fire Extinguishers, Sprinklers, Public Address Speaker, Fireman Talkback and adequate emergency lighting

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2.5 Fire Lifts (Applicable for Buildings above 15m height)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Number of Fire Lifts* provided in the building	Min 1			
2	Minimum loading capacity of Fire Lift (in Kg)	Not less than 544 Kg (1000 Kg for buildings with height above 60 meters)			
3	Whether fire lift is fully automated with emergency switch on ground level?**(Y/N)**	(Y)			
4	Whether Inter communication equipment for communicating with the Control Room is provided? **(Y/N)**	(Y)			
5	Minimum floor area of fire lifts(in m2)	1.4 3M^2 (2.35 M^2 for buildings with height above 60 meters)			
6	Whether the lift Door is having min. 0.80 meter width.(Y/N)	(Y)			
7	Whether the word **'fire lift'**is displayed in fluorescent paint on lift landing doors at each floor level? (Y/N)	(Y)			
8	Whether alternate power supply is provided for fire lifts? (Y/N)	(Y)			
9	Whether the height of the building is 200 meter or above? (Y/N)	(Y/N)			
10	If answer to Qn. No. 9 is Yes, Whether 'evacuation lift' is provided(Y/N)	Y			

**Note: ***One Fire Lift per 1200 m^{2}of floor area should be provided for the exclusive use of firemen during emergency

* During power failures, Fire lift should come down at the ground level and stand still with doors open by automatic trip over to automatic power supply

*Fire lift should reach top floor from ground level within 1 minute

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* Exit from the lift lobby, if located in the core of the building, shall be through a self-closing smoke stop door of half an hour fire resistance.

2.6 Emergency and Escape Lighting

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate illumination with alternate power supply is provided for safe movement of persons towards and through the exits? (Y/N)	(Y)			
2	Whether adequate illumination with alternate power supply is provided for locating fire alarm call points and fire fighting equipments? (Y/N)	(Y)			
3	Whether emergency lighting is independently connected and can be operated by one switch on the ground floor which is easily accessible to Fire Fighters? (Y/N)	(Y)			

Note:

Emergency and escape lighting should be capable of indicating the escape routes clearly and unambiguously

Emergency escape lighting should be activated within five seconds of the failure of main electric supply

Emergency lighting system should be capable of continuous operation for a minimum duration of 1Hr. and 30 Mins

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2.7 Basements

(NBC Part IV 4.2.19&4.6.2)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the building is provided with basement floor (Y/N)				
2	If answer to above question is Yes, How many number of basement floors are proposed in the building?	Number not restricted			
3	Number of exits provided to basements	Not less than 2			
4	Whether each basement has total ventilation not less than 2.5 % of the floor area evenly distributed around the perimeter of the basement? (Y/N)	(Y/N)			
5	If the answer to the above (4) is 'N' Whether Mechanical Ventilation is provided? (Y/N)	(Y)			
6	If no: of basement floor is more than 1, Whether Mechanical Smoke Extractors are provided with alternate source of power supply? (Y/N)	(Y)			
7	Whether any part of building lower than the ground has direct accessibility from outside? (Y/N) (NBC 2005 Part IV- 6.1.3.4.c)	(Y)			
8	If the stairs of the building are continuous to the basement,	(Y)			

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	whether the stairs are enclosed in the basement portion? (Y/N)				

Note: 1. Kitchen working in Gas fuel should not be allowed in basements

2. Ramps shall not be considered as an exit in case of basements below the first basement in car parking

2.8 Service Ducts and shafts

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether internal service Duct or shaft is proposed / provided in the building	(Y/N)			
2	If the answer to the above Question is 'Y', (a) Whether all Internal Service Ducts and Shafts are properly enclosed by fire resistant masonry walls and doors? (Y/N)	(Y)			
	(b) Whether all Internal Service Ducts/Shafts are properly sealed and Fire Stopped at all Floor Levels? (Y/N)	(Y)			
	(c) Whether all Internal Service Ducts and Shafts have a vent opening at the top(Y/N).	(Y)			

2.9 Fire Command Centre (FCC) (Applicable only to buildings above 15mtrs)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether a FCC having Main Fire Alarm Panel with Communication System (suitable Public Address System) to all floors is provided on the entrance floor? (Y/N)	(Y)			
2	Whether the facility to receive message from different floors is provided in the FCC? (Y/N)	(Y)			

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3	Whether details of all floor plans and fire fighting installations (laminated) are maintained in control room? (Y/N)	(Y)			

Note: a)FCC shall be on the entrance floor of the Building
b) FCC shall be provided with Emergency Lighting

2.10 Assembly Point(s)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether adequate Fire assembly point(s)* with proper marking is provided for the building? (Y/N)	(Y) Desirable			
2	Whether the Fire assembly point(s) are clearly shown in architectural submission drawings, with locations, areas and calculations for the same**? (Y/N)	(Y)			

Note:
*Fire Assembly point(s) is for the occupants to assemble after the evacuation during the practice of drill or during any emergency in the building
*Fire Assembly Point(s) preferably can be in many (more than one) strategic and safe locations as per possibilities and should be at the ground level.
*Fire Assembly Point(s) shall be without any hindrance.
*'Recreation Spaces' at the ground (as per KMBR/KPBR) in a Residential Building can be utilized as Fire Assembly Point(s) during emergency.

**The aggregate area of Fire Assembly Point(s) should be equal to the total number of occupants in the building x 0.3M2.

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2.11 Compartmentation of Large Areas

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether the area of any single compartment in the building exceeds 750 M2?(Y/N)	(Y/N)			
2	If the answer to the above question is 'Y', Whether such area of the building is fully sprinklered? (Y/N)	(Y)			
3	If the answer to the above question is 'Y' Whether compartmentation is provided as specified (2) below. (Y/N)	(Y)			

Note:

* 1.All floors should be compartmented with area not exceeding 750m2 by a separation wall.

2. For the following occupancies, the maximum size of the compartment can be as given below, if the building is fully sprinklered.

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a)Business buildings and any Basement for parking - 3000 M^2

b)Mercantile / Assembly Buildings and any Basement - 2000m^2

c) Institutional Building (C 1) - 1800m^2

d) Institutional Building (C 2 &C3) - 1125m^2

2.12 Static Water Storage Tank (For Fire Fighting)

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	How many inter connected compartments are there for the UG Fire tank?	Min 2			
2	No: of manholes provided for each compartment for inspection, repair and suction hose insertion:	Min 2			
3	Whether the drawing of U G Fire Sump with all the dimensions and capacity calculation is provided with fire system plans. (Y/N)	(Y)			

Note:

i) Static storage tank shall preferably be accessible to local fire service vehicles and the depth of the tank shall not be more than 7 meters from the level of fire brigade draw-out connection and the fire brigade draw-out connection shall not be more than 5 m away from the tank wall.

ii) Static storage tank should be provided with a fire brigade collecting head with 4 inlets of 63 mm each at convenient positions at street level, if the tank is situated at the basement or not approachable by the fire service vehicle.

iii) A Fire brigade draw out collecting head shall be provided in a valve box with 63mm male instantaneous connection at street level. The draw out connection shall not be at a distance more than 5m from the tank wall. The draw out connection shall be connected to the tank with 100mm GI pipe with foot valve arrangement in the tank.

iv) The covering slabs of tank should have the capacity to withstand a total vehicular load of 45 ton, if the slab forms a part of pathway or driveway.

2.13 Helipad(applicable for building above 200 m height)

Sl. No	Particulars	Required	Proposed in the Building	Remarks of Verifying Officer	Remarks of the Evaluating officers

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			(To be filled by the Applicant)		
1	Whether Helipad is provided in the building? (Y/N)	(Y)			

3. Portable fire fighting Equipment/ Fixed Installations

3.1Minimum Requirement for fire fighting installations *NBC Part IV (Table 7)*

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether Fire Safety Installations proposed/installed conform to relevant Indian Standards? (Y/N)	(Y)			
2	Whether Portable Fire Extinguisher-BIS-2190 installed? (Y/N)	(Y)			
3	Whether First Aid Hose Reel-3844/1989 installed? (Y/N)	(Y)			
4	Whether Wet Riser * is installed? (Y/N)	(Y)			
5	Whether Yard Hydrant is installed? (Y/N)	(Y)			
6	Whether Automatic Sprinkler System**-BIS-15105 is installed in entire building? (Y/N)	(Y)			
7	Whether the sprinkler spacing calculation statement is included in the Fire plan	(Y)			

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8	Whether Manually Operated Electronic Fire Alarm System*** – BIS-2189 installed? (Y/N)	(Y)			
9	Whether Automatic Detection and Alarm System**** – BIS 2189/1989 & 2175/1988 is installed in the building?(Y/N)	(Y)			
10	Whether the Detector spacing calculation statement is included in the Fire plan	(Y)			
11	What is the capacity of Under Ground Static Storage Tank? (in ltr)	250000			
12	What is the capacity of Terrace tank? (in ltr)	20000			
13	Whether two Electric Pumps of capacity 180 LPM each are installed? (Y/N)	(Y) See Note (1)			
14	Whether two Electric Pump of capacity 2850 LPM is installed? (Y/N)	(Y) See Note (1)			
15	Whether one Diesel Pump (Stand-by) of capacity 2850 LPM is installed? (Y/N)	(Y) See Note (1)			
16	Whether Fire Brigade Inlet is installed in the building? (Y/N)	(Y) See Note (1)			

*****The size (dia) of rising mains should be 150mm.

** Dia of the sprinkler pipes and their reduction at different levels shall be marked in the plan.

* Sprinkler Installation Control Valves shall be installed inside the Fire Pump Room.

** The number of sprinklers arranged in the pipe line shall not exceed the limit specified for the diameter of the pipe.

** Automatic Sprinkler System shall be installed in the Refuge Area and in the false ceiling voids if height of such voids exceed 800 mm.

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*** MOEFA System should also include Talk-Back System and Public Address System .

**** Not required to be provided in car parking area. Required to be provided in other areas of car parking such as electrical rooms, cabins & other areas. Required to be provided in the electrical shaft and lift machine room, for Assembly and Institutional Buildings and in all buildings where the height of the building exceeds 30 meter.

Note : One set of Pumps shall be provided for each 100 Hydrants or part thereof, with a maximum of 2 sets. In case of more than one Pump Set installation, both Pump Sets shall be interconnected at their Delivery Headers. Alternative to provisions of additional Pump Sets, the objective can be done by providing additional Diesel Pump of the same capacity and doubling the Water Tank capacity as required for one set of Pumps.

Buildings with height 60 meter and above are recommended to consider multistage, multy outlet or variable frequency drive pumps or any other equivalent arrangements

3.2 Automatic High Velocity Water Spray Emulsifying System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether indoor / outdoor oil-cooled transformers present in the building? (Y/N)	(N)			
2	If answer to above question is Y, Whether Automatic High Velocity Water Spray or Emulsifying System is provided in accordance with IS 3034:1993? (Y/N)	(Y)			

3.3 Fixed Foam Installation

Sl. No	Particulars	Required	Proposed in the	Remarks of	Remarks of the

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			Building *(To be filled by the Applicant)*	Verifying Officer	Evaluating officers
1	Whether oil storage area of boilers are present in the basement? (Y/N)	(N)			
2	If answer to above question is Y, Whether Fixed foam Installation system is provided?(Y/N)	(Y)			
3	Whether cable tunnels and confined areas are present in the building?(Y/N)	(N)			
4	If answer to above question is Y, Whether Fixed Foam Installation system is provided or not? (Y/N)	(Y)			

3.4 Gas Based Suppression System

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether there is an area in building where water or foam cannot be used, or areas of special fire risk/essential applications?(Y/N)	(N)			
2	If answer to above question is Y, Whether Gas Based Fixed system provided or not in accordance with IS 15528:2004?	(Y)			

3.5 Fire Station/Cabinet

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Name of Applicant

Village and Panchayath:

Signature of olicant

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Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	No of Fire Station/Cabinet provided in the building:	*See note.			
2	Whether all Fire Stations/ Cabinets are clearly marked 'FIRE' with luminous signs powered by UPS? (Y/N)	(Y)			

Note:

*All Fire Stations / Cabinets, for installing or keeping First Aid Fire Protection Equipment such as fire hose reel, hydrant valve, fire hose, branch pipe, etc should be provided in strategic locations of all floors, @ one station for every 1000M^2 of Floor area.

*Fire Stations shall be preferably inside the building

*The location of Fire Stations / Cabinets should be easily accessible, visible and should be in such a way that any remote corner of the building/floor is within 30Mtrs radius of the nearest fire station.

3.6 Marking of equipments

Sl. No	Particulars	Required	Proposed in the Building *(To be filled by the Applicant)*	Remarks of Verifying Officer	Remarks of the Evaluating officers
1	Whether all the metal fittings of Down comer system and all the fire extinguishers have BIS Marking? (Y/N)	(Y)			

Note: All fire fighting equipment should be suitably located and clearly marked by luminous signs.

3.7 Fire Pump Room*

1	Whether the Fire pump room is	(Y)			

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	directly accessible from surrounding ground level. (Y/N)				
2	Whether pump room is installed in any floor lower than 2nd basement floor? (Y/N)	(N)			
2	Whether the fire pump room is separated by fire walls all around and provided with fire doors. (Y/N)	(Y)			
3	Whether positive suction is ensured for the pumps. (Y/N)	(Y)			

* **Note**: (1)The Pump room shall be preferably at the ground level. However, it shall be installed not lower than the second Basement. If provided in the basement, direct accessibility from the ground shall be provided. Access to Pump room shall not pass through any other occupancy.

(2) Negative suction and submersible pumps shall not be allowed.

(3) No other utility equipment shall be installed inside the fire pump room

4. Affidavit / Confirmation from the Applicant, Architect and Licensed Contractor concerned.

Sl. No	Particulars	Signature of the applicant	Signature of Architect/ Engineer / Concerned Licensed Contractor with details & Seal	Details of Registration of Concerned Architect /Engineer/ Contractor	Verifying Officer Input
1	Certified that this plan is prepared strictly in compliance with KMBR/kpbr 2019 and other relavant rules				

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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2	Certified that the materials used / proposed to be used or installed are as per the required fire resistant rating in NBC of India -2016, Part-IV				
3	Certified that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part 1V and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2				
4	Certified that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building are as per NBC of India -2016; Part-IV				
5	Certified that all the proposed lightning protection installations for building is as per NBC of India -2016; Part-IV? (Y/N)				
6	Certified that gas bank, supply lines and other associated fittings proposed / installed in the Building are as per NBC of India -2016, Part-IV.				

Note: 1. The address with PIN Code and license details of the Licensed Technical Person signing the Affidavit along with the applicant shall be clearly written.
2. If any of the services listed above is not proposed for the building, the same shall be certified by the applicant and architect.

5. Certificate of compliance from the Applicant /Architect.

1 **It is certified that the plan/drawing has been prepared, taking in to account all the fire and life safety measures to be provided inside and outside as contained in this checklist cum application (for** No Objection Certificate (for Building Permit)**).**
2 **It is certified that the check list has been fully complied with for the completion of the building (**For No Objection Certificate (Completion)**).**
3 **It is certified that all the Fire protection installations/logistics proposed/provided are as per relevant Indian Standards**

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

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Signature of olicant

4 **It is certified that the height and area of the building are ascertained properly by the Architect in presence of the applicant before submitting this application.**

5 **It is certified that the dimensions and capacity of the Underground and Terrace level fire water tanks are measured properly and are mentioned correctly in the Fire system plan and Checklist, along with the details of tank capacity calculation.**

6 **It is certified that all the above information/data are correct to the best of my knowledge.**

7 **The plans and Drawings are prepared strictly in conformity with provisions contained in the Act and Rules concerned, any direction issued by the Government or Municipality/Panchayath and all applicable Statutes.**

Place:

Date: **Dated Signature of Applicant** **Dated Signature of Architect/ Engineer with details of Registration**

Note: The Architect, who prepared the plan/Drawings shall verify and sign himself. Certificate as per Rule 18 of KMBR / KPBR shall be made by the Architect in the plans/Drawings also. It is the responsibility of the Builder to either sign himself or authorise a responsible Official of his concern to sign the application and certificate. If so, copy of such Authorization Letter must be attached.

6. CERTIFICATE

A. For No Objection Certificate (for Building Permit)

The particulars furnished al correct

Name of Applicant

Village and Panchayath:

Signature of olicant

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The site for the proposed building is inspected by the authorised/Competent officials of Fire and Rescue Department in the presence of the Applicant/ Authorised Representative. The checklist cum application duly filled was compared with the fire plan and prima facie found to be in order

OR

B. For No Objection Certificate (Completion)

The site and constructed building is inspected by the Authorised/Competent officials of Fire and Rescue Department as per the approved fire system plan issued at the time of initial clearance, in the presence of the Applicant/ Authorised Representative. The checklist cum application and the fire plan were also compared and were found to be in order.

Signature of the Applicant/
Authorised Signatory

Signature with Date
(For Fire and Rescue Services)

Note from Fire and Rescue Services Department, Government of Kerala

1. This Proforma will be available for downloading from the Department Website www.fire.kerala.gov.in. This Check list Cum Application is valid for applying For No Objection Certificate (for Building Permit) & again For No Objection Certificate (Completion). This shall be filled up by the Applicant and submitted along with other documents including the Plan. The applicant should mark in the front page of the Checklist, whether it is for "**For No Objection Certificate (for Building Permit)"** or for **"For No Objection Certificate (Completion)".**
2. For obtaining **No Objection Certificate (for Building Permit)**, two Hard Copies of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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3. For obtaining **No Objection Certificate (Completion)** one Hard Copy of the Checklist Cum Application, one set of Civil Plan, 3 sets of Fire System Drawings and Soft Copy of the filled up Check List cum Application and all plans are to be submitted.
4. Copy of the No Objection Certificate (for Building Permit) along with Approved Fire Plan and approved checklist must also be submitted along with the application for the No Objection Certificate (Completion).
4. The checklist should be filled up with **word processing** in a computer, **not in hand writing**, by the Applicant.
5. All the points in the checklist shall match with the **Fire Drawings/Plan.** The Fire Plan shall be submitted with the serial numbers of the points of the check list, marked in the plan itself. If a particular point cannot be shown in the Fire Plan, descriptive details shall be written in the Fire Plan (During No Objection Certificate (for Building Permit) and For No Objection Certificate (Completion).
6. Height and area of the building shall be ascertained properly by the architect in presence of the applicant before submitting this application. If the Height or area is found to differ in any later stage, the applicant and the Architect will be responsible for such lapses.
7. Fire sprinklers, Fire Alarm, Fire Detection and all Fire Fighting components, which are proposed Floor wise and in sections should be in red letter / red colour for the Fire Service Department to understand quickly.
8. Fire protection Equipments and Machineries proposed should be as per Indian Standards
9. Along with application, the Design and Calculations of installation of Fire Pump, Automatic Detection, Automatic Sprinklers, Egress Calculation and Affidavit/Undertaking/Confirmation are also to be submitted for fire Safety Approvals.
10. If there is more than one building in the same plot, the applicant should submit separate application and fee
11. In case of any doubt the concerned District Fire Officer of the Fire & Rescue Services Department is to be contacted either over Phone/Email / Person
12. For Inspection in connection with the issuance of **No Objection Certificate (Completion)**, the applicant shall make all arrangements in advance so as to ensure smooth conduct of inspection. The entire area of inspection shall be accessible and kept open for inspection.
13. Applicant or his authorised representative shall be present at the site during the inspection to witness the inspection and clear doubts, if any.

s/d
Director General
Fire and Rescue Services

The particulars furnished al correct

Name of Applicant
Village and Panchayath:

Signature of olicant

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WE SERVE TO SAVE

DEPARTMENT OF FIRE AND RESCUE SERVICES
GOVERNMENT OF KERALA

No: Date:

NO OBJECTION CERTIFICATE (COMPLETION)

Name & Address of the Applicant:

Kerala
695111
India

Name of the Company:

Occupancy type of Building:

Height of the building:

Number of Floors of the Building:

Total Built up Area (in sqm):

Survey No:

Village:

Grama Panchayath:

District:

Details of NOC For Permit

The above Building was inspected by the authorized and competent Officials of this Department. The final Fire System drawings, the filled up Checklist Cum Application and other Documents produced were scrutinized.

All the necessary fire protection arrangements as per the Rules and Norms pertaining to Fire Safety has been provided in the building and are found to be in good working condition

In the circumstances this No Objection Certificate (Completion) is issued under my Seal and Authority on condition that the Fire Fighting Systems installed will kept always be functional and owner of the Building should take special care to maintain the installed Fire protection arrangements in proper working condition. No further construction will be allowed in the open spaces, in and around the building, provided in the approved plan. This Certificate is issued on the basis of the data made available to the department regarding the site and building and if any of such data is found to be incorrect, this certificate will become invalid.

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<u>This Certificate is valid for one year from the date of issue. After one year the Certificate must be renewed. Non Renewal of the Certificate within the time limit will result in loss of eligibility for insurance coverage and appropriate legal action by Local Self Government / Revenue Department.</u>All Officers of and above the rank of Station Officers of the Fire & Rescue Services Department will have the right to Inspect the building on any day / time after serving seven days notice to ensure that the Installed Systems are in good working condition.

This Certificate pertains only to the Fire Fighting arrangements made and installed in the Building. The civil construction, eligibility of the land and plot for this project, environmental feasibility, survey details, etc. shall be got Inspected and Approved by the concerned competent authority.

Digitally signed by

To,
Applicant / Concerned Local Authority

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Department of Fire and Rescue Services

Registration for NOC Renewal

Applicant Name :

House Name/ Number

Street :

City :

District :

Pin Code :

Phone Number :

Email id- :

PAN :

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Application for renewal of building NOC

Name of Building	:
Address of Building	:
Total Height of Building	:
Occupancy Type	:
Number of Floors	:
Total Floor Area	:
District	:
Name of Fire Station	:
Final NOC Number	:
Issue Date	:
Final NOC Issued by	:
Survey Number	:
Village	:
Corporation/ Municipality/ Panchayath.	:
Local Body Name	:

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WE SERVE TO SAVE

DEPARTMENT OF FIRE AND RESCUE SERVICES
GOVERNMENT OF KERALA

RENEWAL NOC NO: FRS/TRIVANDRUM/6/2024/RENEWAL Date:14-8-2024

RENEWEL CERTIFICATE

NAME & ADDRESS OF THE APPLICANT	:	
NAME OF THE BUILDING	:	
ADDRESS OF THE BUILDING	:	
OCCUPANCY TYPE	:	
HEIGHT OF THE BUILDING	:	
NO OF FLOOR	:	
FLOOR AREA	:	
FINAL NOC NO. AND DATE OF ISSUE AND ISSUED BY	:	
SURVEY NO	:	
VILLAGE	:	
MUNCIPALITY	:	
DISTRICT	:	

1. The Board headed by the District Fire Officer,District Fire Office,TRIVANDRUM has inspected the above said building and recommended to renew the No objection Certificate.

2. In the circumstances, this No Objection Certificate is issued under my authority for the continued occupation of the above building. No further construction will be allowed in the vacant spaces provided in the approved plan.

3. This certificate is issued on the condition that the fire fighting system installed will be kept always functional and the owner of the building should take special care to maintain the systems installed in proper working condition. This certificate is valid for one year from the date of issue. After one year the certificate must be renewed. Non renewal of the certificate within the time limit will result in the loss of eligibility for insurance coverage and appropriate legal action by the Local Self Government/Revenue Department, All Officers of and above the rank of Station Officers of the Fire & Rescue Services Department will have the right to inspect the building on any day/time after serving 7 days notice to ensure that the installed systems are in good working condition.

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The above site Was inspected by the competent and authorized Officials of the Department. It was found that the site is suitable for the intended purpose from the fire point of view.

** This is a Computer Generated Certificate & signature is not required.*

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VIII. INDUSTRIES DEPARTMENT

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FORM I

(Rule – 5)

APPLICATION FOR ALLOTMENT OF PLOTS IN INDUSTRIALS DEVELOPMMENT AREA/ DEVELOPMENT PLOT/INDUSTRIAL ESTATE

1. (a) Name and full postal address of the Applicant with telephone number.

   (b) Permanent address of the applicant with telephone No.

2. Nature & Constitution of entity i.e Proprietary/Partnership/Private Ltd./Public Ltd./LLP/ Company under incorporation/Co-operative. *(Whether it has been registered as such; if so, a copy of Certificate of registration/ incorporation to be enclosed)*

3. Name(s) of proprietor/partners/Board of Directors *(Copy of Partnership deed/Memorandum and articles of Association of Company to be enclosed)*

4. Whether the applicant belongs to Scheduled Caste/ Scheduled Tribe *(If so, certificate to be enclosed)*

5. Proposed capital outlay on:
   i) Land
   ii) Building
   iii) Machinery
   iv) Other fixed assets

6. Nature of Industry that the applicant proposes to establish with quarterly schedule of implementation *(manufacturing activities proposed to be undertaken with a brief description of raw materials, machineries, products)*

7. Extent of land required

8. Type and Size of the buildings proposed

   i) Break up of total plot area to be indicated
      a) Factory buildings
      b) Office and other ancillary purposes

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ii) Plinth area of the proposed buildings:
(Lay out plan to be attached)

iii) Period within which construction work is expected to be completed from the date of taking over possession of plot.

iv) Date by which the unit is expected to become functional.

9. Whether the undertaking is covered by the Industries (Development and Regulation) Act, 1951.
   i) *If yes, a copy of the license/letter of intent to be enclosed.*
   ii) Particulars of registration/approvals

10. (i) Details of Manufacturing activity proposed

Name of the product Annual proposed Installed capacity Capacity

(ii) Details of Job work/Services in support of the respective industrial units of IDA or IDP/ Logistic activities proposed

11. Staff and Labour (Strength)
   a) Administrative
   b) Skilled
   c) Semiskilled
   d) Unskilled
   e) Other categories, such as Technical/ Supervisory etc.

12. a) Power supply (Contract Demand *in KVA)*
   b) Quantum of Kilowatts required and time period within which unit is expected to be energised.

13. Anticipated water requirement for Industrial/other uses. *(in kilo liters/day).*

14. a) Nature of effluent, if any.
   Whether effluent shall be treated to the standards prescribed by State Pollution Control Board before discharge.

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b) Quantity of effluent, if any (Kilo liters per day)

15. Details of remittance of Ernest Money Deposit
(Treasury chalan with No. and
Date Name of Treasury, Bank etc)

16. I/We have read the rules governing the Allotment/Assignment and use of Industrial Land and I/We undertake to abide by them.
I/We further state that the particulars given above are true and correct to the best of my/our knowledge and belief.

Place :

Date : SIGNATURE OF APPLICANT

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FORM NO. II

(RULE -7)

PROVISIONAL ALLOTMENT ORDER

No.

From

The General Manger

District Industries Centre

……

To

Sri/Smt.

(Applicants address)

Sir,

Sub:— Industries- Provisional allotment of land for Industrial purpose in …….... ……. - intimation reg.

Ref :— Application dt ……

Your application under reference has been considered by the allotting authority in its meeting held on ……. and you are hereby informed that ……. hectare/are (……..... acre/cents) of land in Survey Number …… Old Survey Number ……..… Block Number ……..... Village ……. Taluk ……..……..…….. District, in Development Area/Development Plot/Industrial Estate ……..... (location) is provisionally allotted in the name of …… (Name and address of unit) for the establishment of an Industrial unit for the manufacture/service of …… ……... (activity) with effect from the date of issuance of this letter.

The allotment shall be purely provisional and shall be subject to the following conditions:—

i) The existing land value shall be Rs ……..... per are/(Rs..... per cent)

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ii) ii) The allottee shall remit 50 percentage of the cost of the plot for allotment on hire purchase basis/100 percentage of the cost of the plot for allotment on outright purchase (whichever is applicable) within 15 days of the date of receipt of this order.

GENERAL MANAGER

DISTRICT INDUSTRIE CENTRE

Copy to:

1. Estate Officer .....
2. Industries Extension Officer ……
3. Assistant District Industries Officer, Taluk Industries Officer …….....
4. Stock file ……..

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FORM IIA

(Rule-8)

Allotment Order

Proceedings of General Manger, District Industries Centre, ….....

(Present : Shri/Smt. ……)

Sub: —Industries- Allotment of land for Industrial purpose on hire purchase/outright purchase basis-sanctioned-orders issued.

No.

Dated:

Read :—

1. Application dated …… of Shri/Smt. …….. …… .
   M/s ……
2. Provisional allotment order of even number dated ……..……. of this Office.

…… …… (Full Name and Address) has/have applied for the allotment of land on outright/hire purchase basis in the Industrial Development Area/Industrial Development Plot/Industrial Estate ……for the establishment of a unit for the activity of ……..

The application had been considered by the allotting authority in its meeting held on …… and it was decided to provisionally allot the land in the name of ……. …….. Accordingly provisional allotment was ordered vide reference 2nd cited by this office.

Now the allottee has remitted an amount of Rs. …….. being 50 percentage/100 percentage Cost of land for hire purchase/outright purchase basis vide challan No. ……. Dated ……... in ……. District Treasury/Sub Treasury.

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ORDER

In the above circumstances and in exercise of powers conferred on the undersigned as per Government Land (Allotment & Assignment for Industrial Purposes) Rules 2021, sanction is hereby accorded for the allotment of land admeasuring ..... Hectares/Acre (..... Acre/Cent) comprised in .....(Survey No.) …… (old Survey No.) in …….. (Block No.) ..... Village in Industrial Development Area/Industrial Plot/Industrial Estate (as described in Schedule 1 of this order) on outright/hire purchase basis to (Name and Address in full) M/s ..... …… ……... for the establishment of their/his/her unit for conducting the activity of ..... subject to the terms and conditions contained in Government Land (Allotment & Assignment for Industrial Purposes) Rules, 2021 and specifically subject to the following conditions:—

1) The land shall be allotted on as is where is condition at the current land value of Rs..... per Are (Rs. …… per Cent).

2) The allottee shall take possession of the allotted plot within two weeks from the date of execution of the agreement in Form No. III, failing which the allotting authority shall initiate action to cancel the allotment. The allotted plot shall be fenced or protected by compound wall by the allottee within one month, thereafter. The Allottee shall commence effective improvements on the plot within six months from the date of taking possession and shall commence production within two years, failing which the land shall be resumed by the allotting authority. Loss, if any, incurred by the Department shall be realised from the allottee as per rules.

3) The balance amound payable towards the land value is to be paid in five equal annual instalments as per terms and conditions in the agreement (*To be included in the case of hire purchase only*)

4) The Estate Officer, Industrial Development Area/ Industrial Development Plot/Industrial Estate is hereby authorised to give possession of the land described hereunder after completing all formalities as per rules.

Sanction is also hereby accorded for putting up factory building as per lay out plan submitted.

GENERAL MANAGER

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To

M/s.

Schedule 1

Extent of land:	Acre Hectare	Cent Are	Sq. links Sq. M.

Survey Number :

Old Survey Number :

Block Number :

Village :

Taluk :

District :

Boundaries : North-

South-

East-

West-

Details of improvements, if any. :

Details of Trees having girth above 90 cm at chest height, if any. :

Copy to :—

1) The Estate Officer .....

2) The Industries Extension Officer ……

3) The Assistant District Industries Officer, Taluk Industries Office, ...

Stock file/Spare.

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ANNEXURE-1

FORM A

APPLICATION FOR ALLOTMENT OF BUILT-UP SPACE IN MULTI STORIED INDUSTRIAL GALA AT ……..

1. Name & full address of the applicant:
2. Mobile Number of the applicant :
3. Qualification of the Applicant
   a. General :
   b. Technical :
4. Name of the proposed unit
5. Nature of the constitution : Proprietary/Partnership/Pvt. Ltd. Company/ Other(specify)
6. Name of Proprietor/Partners/Directors :
7. Whether the applicant belongs to SC/ST
8. Proposed Activity
9. Extent of space required in sq.feet)
10. Total Project cost
11. Period by which the unit expected to : become operational
12. Details of existing unit if any :
13. Experience of the promoter in years
14. Total employment to be provided
15. Power supply required (in HP)
16. Anticipated water requirement in litre/day
17. Nature of effluent if any :
18. Details of remittance of processing fee :

DECLARATION

I/We have read the guidelines governing the Allotment and use of built-up space in Multi Storied Industrial Gala at and I/We undertake to abide by the same. I/We further state that the particulars given above are true and correct to my/our knowledge and belief.

Place:
Date: SIGNATURE OF THE APPLICANT

Enclosures:1) Bio-data/Credentials of the applicant
2) Qualification Certificate
3) Caste Certificate (if SC/ST)
4) Copy of Aadhar Card & PAN Card
5) Detailed Project Report
6) Machinery Lay out

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ANNEXURE-2

FORM B

Allotment Order

Proceedings of the General Manger, District Industries Centre ,……..
(Present: ……..)

Ref No ……..……Dated: ……

Sub: Industries- District Industries Centre- Multi Storied Industrial Gala -Allotment of Built-up space on lease rent basis - Sanctioned - Orders Issued

Read: 1) Application dtd.....of Shri./Smt....., M/s

2) Detailed Project Report submitted by Shri./Smt…… M/s … …….....

3) GO (Ms) No /2023/ID dtd …...../…../2023

Shri./Smt ……..…… (Name & full address), Proprietor/Mg. Partner/Mg. Director, M/s. ……..…… …… (Name of the unit) has applied for the allotment of built-up space in Multi Storied Industrial Gala at on lease rent basis for setting up an industrial unit for the manufacture of (name of products to be manufactured).

The application had been considered by the District Industrial Land Allotment Committee (DILAC) at its meeting held on and it was decided to allot built-up space admeasuring an extent .....square feet in Multi Storied Industrial Gala at …… …….. to Shri/Smt …… ……... (Name & address of the applicant) for establishing an industrial unit for the manufacture of …….. (products to be manufactured) under the name & style of M/s…… …… …… (name of the unit). Sanction for the same has to be accorded. Hence this order.

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In the above circumstances and in exercise of powers delegated to me, sanction is hereby accorded for the allotment of built-up space admeasuring an extent …… square feet in Multi Storied Industrial Gala at……..…… … to Shri/Smt …… ……. (Name & address of the applicant) for establishing an industrial unit for the manufacture of ……. (products to be manufactured) under the name & style of M/s. …….. …… (name of the unit) subject to the terms & conditions contained in the Guidelines for allotment of built-up space in Multi Storied Industrial Gala and specifically subject to following conditions:

1. The built-up space is allotted at a provisional lease rent of Rs.....per square feet and the rate mentioned above shall be enhanced by 10% every year and the allottee is liable to pay the lease rent fixed within 5th day of the every month from date of allotment.
2. The allottee shall remit an additional monthly payment proportionate to the cost of common amenities viz. electricity, water, security charges, maintenance costs etc which will be decided by the Monitoring Committee.
3. The allottee is directed to pay an amount of Rs.... (Rupees...) towards the initial lease premium as security deposit equal to 12 months lease rent within 15 days from the date of this order and execute an agreement in the prescribed format with the undersigned in stamp paper worth Rs.200/-
4. The allottee shall take possession of the allotted space within one month from the date execution of agreement with department and shall commence the production within 6 months from the date of this order, failing which the space will be resumed by the department as the provisions in the GUIDELINES.
5. The ADIO/IEO, …….. is hereby authorized to hand over the possession of the built-up space described hereunder after completing all formalities as per Guidelines.

General Manager

To

1. Shri./Smt

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M/s.....

SCHEDULE

Name of Multi Storied Industrial Gala -

Name of DA/DP in which the Gala is located

Name of Taluk

Built-up space Identification Number

Extent of space allotted in sq.ft .....sq.ft

Floor Ground/1s^{t}/2n^{d}

Copy to: 1. The ADIO/IEO,……

2. Stock File/Running File

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DIC/13140/2018-ID1
1641
1007891/2023/PCS DI&C

Form 1
Application for Private Industrial Estate Developer
(as per Clause of the Private Industrial Estate Scheme)

1	Name and Address of applicant		
2	Name and Address of applicant entity (with details of Board resolution Authorizing the applicant to apply)		
3	Details of Registration of Applicant Entity (Registration No, Registering authority, copy of Registration certificate, Memorandum of Association and Association of Article)		
4	Details of Permanent Account Number (PAN) and Goods & Service Tax (GST) Registration		
5	Extent of land for which Private Industrial Estate Development land is Applied for		
6	Survey Number details		
7	i) Whether the land is in the ownership and possession of the applicant entity ii) if leasehold, its tenure		
8	Whether the land applied for falseness or the purview of the Kerala Conservation of Paddy land and Wet land Act -2008		
9	Details of development that will be carried out with timelines.		
	Nature of Development activity	Development shall be started by	Development shall be completed by

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- Add as many rows as necessary
- All items of development, such as land development, built up space, common facilities, power, street lighting, water supply, sewage and effluent treatment, garbage removal and disposal, etc. shall be listed out phase wise development is permitted, and should be described as such in this format.
- only items listed above shall be advertised by the Developer.
- Failure in achieving the above-mentioned development may make the Developer liable to action under Clause 15 of the Private Industrial Estate Scheme.

Affirmation

I am authorized by Board Resolution No of the Applicant Entity to apply for a Private Industrial Estate Development Permit. I have read and understood the terms and conditions of the Private Industrial Estate Scheme Undertaking to abide by these terms. I apply here by for a Private Industrial Estate Development Permit I understand that in terms of clause 16 of the Private Industrial Estate Scheme, the management of the Private Industrial Estate may be taken over from me by the Director of Industries & Commerce or any competent officer or organization authorized by the Government in case of any lapses on my part to abide by the commitments given above.

All the statements made above are true to the best of my knowledge and belief.

Authorised signatory.

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Form 2
Private Industrial Estate Developer Permit
(as per Clause 7 of the PIE Scheme)

WHEREAS M/S ..... has applied for a Developer Permit under the Private Industrial Estate Scheme, to develop the land herein. Below described, duly affirming that they undertake to abide by the terms and conditions of the scheme.

AND WHEREAS the Committee of Secretaries has recommended the case after due scrutiny; NOW THEREFORE Government are pleased to grant Private Industrial Estate Developer Permit in respect of the area described below subject to the terms and conditions of the scheme and subject to the commitments given by the applicant in Form 1.

1	Extent of land in Acres	
2	Survey Number Details	
3	Built up area in Sq.Mtrs	

Details of development that will be carried out with timelines		
Nature of Development activity	Development shall be started by	Development shall be completed by

The permit shall be valid initially for a period of two years from the date of issue.

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KERALA STATE INDUSTRIAL DEVELOPMENT CORPORATION LTD.

Application for allotment of Industrial Plots / Built up area in Industrial Growth Centres (IGCs)/Parks

FORM - A

REGISTRATION FOR ALLOTMENT

.....

A.	**APPLICANT**	**:**
1.	Name of the applicant	**:**
2.	Full postal address of the applicant with Phone no, Fax, E mail, Website etc	**:**
3.	Name of the entity in whose name the land/built up area is to be allotted	**:**
4.	Whether the allottee is a proprietary concern/ partnership firm/company /others ?	**:**
5.	Type of project proposed to be set up	**:**
6.	Whether the person who has signed and submitted the application is the chief promoter of the project?	**:**
7.	Whether the name of the applicant is already registered/to be registered ?	**:**

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8.	Whether the applicant is already engaged in the manufacture of the same product?	:
9.	Whether the land/built up area required is to set up a new project or to relocate an existing unit ?	:
B.	**CHIEF PROMOTER**	:
1.	Name	:
2.	Permanent residential address with phone/mobile /email numbers	:
3.	Age	:
4.	Educational Qualifications	:
5.	Experience in trading/manufacturing activities	:
6.	Details of liabilities to Financial Institution, if any ?	:
7.	Name & address of the banks with which the chief promoter has accounts/ transactions	:
8.	Whether Income Tax Assessee? (enclose copy of returns filed)	:

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C	**OTHER PROMOTERS**	**:**	
1	Name & address of other promoters associated with the proposed project	**:**	1
		:	2
		:	3
D	**EXISTING CONCERNS OF THE PROMOTER, IF ANY ?**	**:**	
1.	Name of the Concern	**:**	
2.	Whether Proprietary/Partnership/ Company ?	**:**	
3.	Address of Registered office	**:**	
4.	Income Tax Permanent Account Number	**:**	
5.	Location of the factory	**:**	
6.	Date of commencing commercial operation	**:**	
7.	Cost of project when completed	**:**	
8.	Whether any loan assistance availed to set up the project (other than working capital)	**:**	

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9.	Name and address of banks with which the concern is having accounts/transactions	:
10.	Products of manufacture with capacity	:
11.	For the Past three years	:
a.	Turnover	:
b.	Gross Profit	:
c.	Net Profit	:
E.	**PROPOSED PROJECT**	:
1.	Products proposed for manufacture with installed capacity	:
2.	Cost of Project	:
3.	Whether any loan assistance is envisaged for setting up the project?	:
4.	Whether the project is export oriented?	:
5.	Power requirement (KVA)	:
6.	Water Requirement (KL per day)	:
7.	Whether the process of manufacture involves any pollution?	:
8	Manpower requirement	:
9.	Minimum Land/built up area required for the project (acre/sq.ft)	:

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10. Implementation period envisaged (months) :

11. Proposed date of commencing commercial operation :

F. LOCATION & EXTENT OF LAND/BUILT UP AREA :

1. Extent of land/built up area required (acres/sq.ft) :

2. Name of IGC/Park where land/built up area is required :

G. ENCLOSURES

1. Copy of Income Tax returns of the chief promoter : Yes/No

2. Copy of audited annual reports of the existing concerns for the past three years : Yes/No

Place :
Date :

Signature
Name & Designation

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KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION

(A STATUTORY BODY OF GOVERNMENT OF KERALA)

TRIVANDRUM

KINFRA HOUSE
TC No. 31 / 2312
Sasthamangalam
Trivandrum – 695 010
allotmentkinfra@gmail.com
Kerala

Phone : 91 – 471 - 2726585
Fax : 91 – 471 –2724773
E-mail :

website : www.kinfra.org

APPLICATION FOR REGISTRATION "FORM A"

Park Name:

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FORM A *KINFRA*

A. DETAILS OF THE APPLICANT

01. a. Name of the Chief Promoter :

b. Address :

c. PIN code :

d. Phone No. :

e. E-mail (***) :

f. Mobile No (***) :

g. Bank Details (***) :

1. Name of Bank :

2. Account No. :

3. Bank Code :

4. IFSC Code of Bank :

02 Name of the Industrial park where land to be allotted :

03. a. Names and address of the other Promoters (if any) and % of share capital

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1. :

2. :

3. :

4. :

(Please attach additional sheets if needed)

B. DETAILS OF EXISTING ORGANISATION (if any)

01. Name of Organization :

02. Address of the Organization :

03. Phone No. :

04. Name of the Product(s) manufactured :

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C. BRIEF DETAILS OF THE PROPOSED PROJECT

01. Name of the Products manufactured (with details) :

02. (***) Raw material used

1.

2.

3.

4.

5.

03. (***) Finished Products

1.

2.

3.

4.

5.

4. Category of Industry as per Pollution Control Board standards (Red, Orange, Green, White etc) :

5. (***) Production flow chart submitted : Yes No

6. Proposal for solid waste disposal (to be submitted separately) :

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07. Proposed Investment -Excluding land cost (in lakhs)

a. Built-up space : Rs.

b. Plant and Machinery : Rs.

c. Auxiliary Services : Rs.

d. Working Capital : Rs.

8 Area required

Land in cents / Built up space in sq ft(for SDF) :

09. Built-up area of the proposed factory building (In sq.ft) :

10. Utilities required (***)

a. Amount of Power (in KW) :

b. Quantity of Water in Litre per day :

11. Whether the applicant had own Warehousing facility (if Yes, Please provide details separately) : Yes No

12. Manpower to be employed :

13. Installed capacity of Plant :

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14. Proposed form of implementing agency *(Please tick)*

a. Proprietary ☐

b. Partnership ☐

c. L.L.P ☐

d. Private Limited Company ☐

e. Public Limited Company ☐

a. Others

(Submit details)

15. Proposed date for commencement of commercial production :

Signature

Designation

Seal

Place:

Date:

(***) Mandatory

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TERMS AND CONDITIONS OF

APPLICATION FOR REGISTRATION (FORM A)

1. This is an “Application for Registration” only.

2. The “Application for Registration” duly filled in may be sent to the Managing director, Kerala, Industrial Infrastructure Development Corporation, KINFRA House, TC 31 / 2312, Sasthamangalam, Trivandrum – 10.

3. The submission of “Application for Registration” shall not be construed as any commitment or obligation on the part of the Corporation that any plot shall be allotted to the applicant.

4. Your application for registration shall be accompanied with a registration fee of **Rs. 5,000/- (Rupees Five thousand only),** plus Goods and Service Tax @18% by way of Demand Draft drawn in favour of Managing Director, Kerala Industrial Infrastructure Development Corporation, payable at Trivandrum.

5. **Detailed project report** has to be submitted along with the Application for Registration. *The project report must contain total investment of project with bank loan if any, process flow chart, machineries used, raw materials used, finished goods, Land utilization Plan, proposal for solid waste management and water effluent treatment etc*

6. The Registration fee Rs. 5,000/- is refundable if firm allotment is not made.

7. The selection of allottees among the registered applicants will be made by a Committee duly constituted for this purpose.

I / We agree to the above terms and conditions of the Application for Registration.

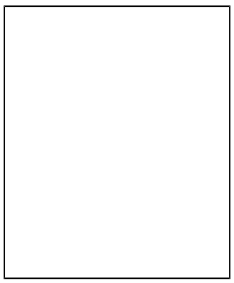
Place:

Date:

Signature

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Form F



…….. (Presenter)

KIN/IX/KSIP-……. (…)/2023-24/Lease Deed. ……

LEASE DEED

THIS DEED OF LEASE made and executed at **Thiruvananthapuram** on this the **……th** day of **……. Two thousand and Twenty Three** BETWEEN **KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION,** a statutory body corporate duly constituted under the Kerala Industrial Infrastructure Development Act, 1993, having its head office at "KINFRA HOUSE", T.C. No. 31 / 2312, Sasthamangalam, Thiruvananthapuram 695 010, (PAN – AABCK0384K), represented by its Managing Director, **……,** aged ….. (……. …….) years, son of Shri …….., residing at ……..(PAN – ……..) (hereinafter called the LESSOR, which expression shall, unless repugnant to the context, be deemed to include its successors and permitted assigns) OF THE ONE PART AND **……,** a partnership firm constituted under Indian Partnership Act,1932 / …….., a company registered under Indian Companies Act,1956 having its registered office at **.....** represented by its ....., **Shri.....,** aged …. (…….) years, son of ……., business, residing at ……, ... Village, ... Taluk (PAN: ……..) (hereinafter called the LESSEE, which expression shall, unless repugnant to the context, be deemed to include all its/his legal representatives, administrators, executors, successors and permitted assigns) OF THE OTHER PART.

WHEREAS the Lessor is the absolute owner of the property admeasuring …… Acre (……. hectare) of land in Survey No. ……., Village : ……., Taluk : …….., District : ……., Kerala State and more fully described in the First Schedule hereunder written being part of …….. Park, ……..

Lessor **Lesse**

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WHEREAS the Lessee had applied to the Lessor for a lease of the land described in the First Schedule hereunder written;

AND WHEREAS the Lessor had granted a License in favour of the Lessee in respect of the said land for the construction of a building for establishing and running an industrial unit in the industrial Park under KINFRA**…… ,** on the terms and conditions contained in the Licence Agreement dated …… entered into between the parties hereto,

AND WHEREAS the Lessee has completed the construction of the building, for establishing and running an industrial unit in the industrial Park under KINFRA**……** and commenced commercial production in terms of the provisions of the said Licence Agreement.

AND WHEREAS it is agreed between the parties hereto that the Lessor will grant a Lease in favour of the Lessee in respect of the land described in the First schedule hereto for a term of ……. (…….) years commencing from **……..**, on the Terms and Conditions herein contained:

NOW THIS DEED witnesseth as follows:

(1) In consideration of the rent hereinafter reserved and the estimated premium of **Rs. ……../- (Rupees …… only**) calculated at the rate of Rs..... per acre, paid by the Lessee and the Agreement on the part of the Lessee to pay any further premium if called upon to do so in terms of the provisions hereof, the LESSOR doth hereby grant UNTO THE LESSEE a lease of the land more particularly described in the schedule hereunder written TO HOLD the same for a period of **…….. (……..) years** commencing from **……,** on the terms and conditions herein contained.

(2) The Lessee shall pay the Lessor during the said term of the lease a yearly rent of **Rs. ……../- (Rupees ……. only)** payable in advance on or before 30th day of April every year the Lessee having already paid the rent payable for the current year and if the same is not paid within the said period the same shall carry interest at the rate of 10.5% per annum or such other rate as may be fixed by the Lessor

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from time to time. However, this liability for payment of interest shall not affect the rights of the Lessor under this Deed.

(3) The premium is paid based on the present day cost of acquisition of the land comprising ……Park, of which the leased premises is a part and if additional compensation becomes payable in respect of the land comprising …… Park as a result of any orders of any Court in proceedings pursuant to the provisions of the Land Acquisition Act, or under any other law in force the premium payable will get enhanced proportionately to that extent and the Lessee shall be liable to pay the same as and when called upon to do so.

(4) The lessee shall also liable to pay GST@18% on the lease rent and common facility charges or such other rate that will be prescribed by Government from time to time.

(5) The Lessee shall from time to time and at all times during the said term pay and discharge all rates, taxes, charges and assessments of every description now subsisting or which may at any time be imposed, charged, or assessed upon the premises hereby demised or the building erected or to be erected thereon. The Lessee shall be bound to pay interest on all overdue payments from the date they become due at the rate of 10.5% per annum or such other rate as may be fixed by the Lessor from time to time.

(6) The Lessee shall pay the Lessor the proportionate cost of maintenance of common facilities such as maintenance of roads, provision of lighting, etc as well as the cost of administration of the …… Park,…….. The bills in respect of this will normally be sent every month and should be paid by the Lessee within seven (7) days of receipt of the same failing which interest at 10.5% per annum or such rate as may be fixed by the Lessor from time to time, will have to be paid up to the date of payment.

(7) The Lessee shall use the said land and the buildings constructed thereon only for establishing **.....** and shall not make any unnecessary excavation or remove or appropriate any minerals, mineral substances of any description, sand or clay from the said land.

Lessor **Lesse**

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(8) The Lessee shall not at any time without the previous consent in writing of the Lessor use the said land or the building thereon or permit the same to be used for any purposes other than that of establishing and running an industrial unit for **……..**

(9) The Lessee shall at all times during the said term of the Lease maintain the premises in good sanitary condition and repair and keep the buildings erected thereon in a good and substantial condition.

(10) The Lessee shall keep the building, staircase, lobby and other common area in good sanitary and hygienic condition and shall whitewash the outside of the building with good distemper paint in keeping with the appearance of the premises at least once in two years. In case the Lessee fails to do so, the Lessor shall have the right to arrange the work at the cost of the Lessee and same shall be recovered from the Lessee, along with the common facility charges.

(11) The Lessee shall not assign, transfer or sub-let the premises hereby demised or any part thereof or any buildings erected thereon or any part thereof without the consent in writing of the Lessor. Upon every such assignment, transfer or sub-lease of the demised premises or any part thereof or of the building erected thereon or any part thereof, with the consent of the Lessor in writing and at any rate within three calendar months thereafter the Lessee shall deliver a notice of such assignment, transfer or sub-lease to the Lessor setting forth the names and descriptions of the parties thereto and particulars and effect thereof. The grant of permission for transfer of the same will be subject to Land Disposal Regulations framed by the Lessor as applicable from time to time.

(12) The Lessee shall be liable to pay any levy of charges imposed upon by the Lessor for permitting the assignment, transfer or sub-lease referred to above.

(13) The Lessee shall be liable to make his own arrangement with the Kerala State Electricity Board to obtain connection from the supply points available at different locations in the Park on the terms and conditions laid down by the Kerala State Electricity Board. The Lessee shall take adequate steps for internal wiring, electrification of the built-up space constructed by them in the land allotted by the lessor.

Lessor **Lesse**

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(14) The Lessee shall make his own arrangements for internal furnishing works of the built-up area constructed by him in the land allotted to him including water supply, drainage and all other facilities without damaging the other facilities available in the Park.

(15) The Lessee shall display the name board of the unit in a conspicuous place in front of the unit easily visible by the people, immediately on handing over possession of the allotted land, of such size that would be got approved by KINFRA.

(16) The Lessee shall install necessary fire fighting equipments in the built-up space constructed by them in the land allotted to him including equipments for fire alarm, as per the requirements of the Department of Fire and Rescue Services keeping the equipments in good working order and shall maintain the same at his own cost during the period of the lease.

(17) The Lessor hereby agrees that the Lessee observing all the aforesaid conditions shall peaceably HOLD and ENJOY the said land during the said term of the Lease without any interruption by the Lessor, PROVIDED THAT, upon any breach or non-observance by the Lessee or by any person claiming through or under the Lessee of any of the aforesaid convenants or conditions, the Lessor may, notwithstanding the waiver of any previous cause or right of re-entry, enter upon the said premises and re-possess it, as if this Lease had not been granted and thereupon this demise shall absolutely determine and the Lessee shall be entitled within three calendar months from the date of such re-entry to remove all buildings and fixtures, which at any time during the currency of this Lease shall have been erected or affixed by the Lessee upon the said land without any claim to any compensation whatever by the Lessee.

(18) In the event of the Lessee abandoning the activities of the unit on a future date or the lessee has otherwise acted in contravention of any of the terms, express or implied under which lessee is authorized to occupy such premises, the lessor shall have the right to evict the lessee from the leased premises and can enter upon the premises and resume the land with prior notice to the lessee, for that purpose the lessor shall have all the powers vested to it under the Kerala Industrial Infrastructure Development Act 1993 and any amendment thereof.

Lessor **Lesse**

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(19) The Lessee shall utilise entire the land for setting up and running an industrial unit and for supporting common facilities within 24 months from the date of License Agreement or such other extended period that will be granted by Lessor. In case the Lessee fails to utilise the entire land allotted to the Lessee within the aforesaid period of 2 years and / or the extended period the unutilized land should be surrendered to KINFRA, after the said period of 2 years or such extended period. In case the lease fails to do so the lessor has all the right to resume the unutilized portion of the land without making any compensation. The lessee shall execute a surrender deed in favour of the lessor in respect of the unutilised land and the same shall be got registered at the concerned SRO at the cost and expense of the lessee. In case the lessee commits breach of any terms of condition as described above the Lessor has all the right to evict the Lessee from the premises unutilised and for that purpose the lessor has all the right under Section 22 of Kerala Industrial Infrastructure Development Corporation Act, 1993 as well as under the KINFRA Land Disposal Regulations as amended from time to time.

(20) The Lessor does hereby further agree that before the expiry of the term of the Lease, the Lessee shall be entitled to remove all or any buildings and structures which at any time during the currency of this Lease shall have been erected or affixed by the Lessee upon the said land without any claim for compensation whatever.

(21) It is distinctly agreed that the Lessee shall not claim or be entitled to claim any compensation whatever except as regards buildings and fixtures not removed by the Lessee from the said land in compliance with any request in writing in this behalf by the Lessor.

(22) The Lessor shall be entitled to allow any public utility services such as electric posts, or cables, water supply and sanitary lines, or telegraph post or cables to be taken through the said land, the Lessee shall not be entitled to any compensation in respect of the same including compensation, if any, relating to the space occupied by such public utility service, provided that while allowing such public utility services to be taken through the said land, only the minimum possible hindrance shall be caused to the structure in the said land.

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(23) It is also distinctly agreed that the Lessee shall deliver up the demised premises at the expiration or sooner determination of tenancy resorted to its former conditions.

(24) It is further agreed that if the Lessee does not remove the building and fixtures as allowed herein before or restore the demised premises to its original condition, within the time prescribed, the Lessor shall have the right to remove the said buildings and fixtures and restore the demised premises to its original condition and the cost of such removal and restoration shall be realised by the Lessor inter alia by the sale of materials and the balance, if any, from the Lessee. In case there is any amount left from the sale price of the materials so removed, after realisation of the cost of removal and restoration referred to herein, the same may be utilised by the Lessor for recovery of any other amounts that may be due to the Lessor from the Lessee and the balance alone repayable to the Lessee.

(25) The Lessee hereby undertakes to surrender the demised land on the expiry or sooner determination of the Lease and shall have no right to claim refund of the premium paid.

(26) In case the Lessee surrenders the lease before the expiry of the present term of lease, the Lessee shall bear all cost associated with the surrender of lease including stamp duty and registration charges

(27) The Lessee shall be entitled to get renewal of the lease period for further term up to the total period of 60 years, by executing and registering fresh lease deed for another 30 years by paying a processing fee of Rs. 5000/- plus applicable GST on such renewal provided that the Lessee has complied with all the terms and conditions contained in the previous lease deed including payment of lease premium, common facility charges and any other outstanding amount on account of the previous lease deed and the unit is running satisfactorily.

(28) The Lessee shall not carry out any excavation in the land allotted to it for digging borewell for water and for any other activity relating to the business of the unit or for any other purpose.

(29) The Lessee shall not cut and remove any trees standing in the allotted plot. In case any tree is cut, the same shall be done only with the prior permission of the

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Lessor and in the opinion of the Lessor, it is necessary for the purpose of forming the foundation of the building and compound wall and executing the works. The Lessee shall not be entitled to remove the trees so cut from the plot and the same shall remain the property of the Lessor and the Lessor shall be entitled to dispose of the trees in any manner as the Lessor may deem fit.

(30) The Lessee shall have no right to take usufructs from the trees standing on demised premises. The right to take usufructs from the demised premises shall exclusively vest with Lessor and Lessor will have the right to give this right to any other person for such period and on such terms as Lessor may deem fit.

(31) The proposed unit should not carryout any other activities, which are harmful to other industrial units coming up inside the Park and environment.

(32) It is further declared by the Lessee that the Lessee is bound by the provisions of the Land Disposal Regulations framed by the Lessor as well as any modifications thereof from time to time.

(33) The Lessee shall obtain No Objection Certificate (NOC) from Kerala State Pollution Control Board for establishing and running the unit and shall carry out all the conditions stipulated by the KSPCB in the NOC.

(34) The Lessee shall make its own arrangements for disposal of industrial waste generated from the unit and the industrial waste should not be dumped or accumulated within the premises of the unit or in the Park and shall not incinerate the waste within the premises of the Park/unit and shall not cause any nuisance or disturbances to the neighbouring units and shall not pollute the atmosphere in any manner.

(35) The Lessee shall take adequate fire Insurance policy in respect of the building & other equipments and the cost of the insurance shall be borne by the Lessee. The copy of the insurance policy shall be submitted to Licensor/Lessor. The policy shall

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be kept renewed from time to time at their own cost and they should also follow all statutory safety measures stipulated by the panchayath/Municipality and other Govt agencies and Fire and Rescue department. Electrical wiring and other fittings in the building shall be of the approved standard and quality approved by the Electrical Directorate. Fire extinguishers & Fire Alarms shall be installed at the appropriate places which should be maintained in working condition with periodic maintenance and services.

(36) No hazardous materials shall be stored in the premises without adequate precautions and license from the competent statutory authority.

(37) The Lessee should also take Fatal Accident policy in respect of the workers and employees including policy under the Workmen Compensation Act. Any lapse on the part of the Lessee will be treated as a breach of the agreement which would entitle KINFRA to terminate the agreement.

(38) The Lessee is bound by the terms and conditions contained in the Second Schedule hereunder written:

(39) In case the Lessee makes default in payment of the lease rent and any other amount due in terms of the Lease Deed and the same is not paid on demand by the Lessor, the Lessor has the right to proceed against the Lessee and all his assets under the provisions of the Kerala Revenue Recovery Act, 1968 made applicable to KINFRA as per Notification in SRO No. 772/2010, dated 2nd August, 2010 published in Kerala Gazette Extra Ordinary dated 6th August, 2010.

(40) This Lease Deed is exempted from remittance of fee payable for the registration of the instrument as per Section 78 of the Registration Act, 1908, by G.O. (P) No. 109/2004/TD, dt. Thiruvananthapuram, 8th July 2004 of Government of Kerala, and from remittance of stamp duty chargeable on the instrument, as per Section 9 of the Kerala Stamp Act, 1959, by G.O. (P) No. 108/2004/TD, dt. Thiruvananthapuram, 8th July 2004, of Government of Kerala.

FIRST SCHEDULE HEREINBEFORE MENTIONED:

District :

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Taluk :

Sub-District :

Village :

Firka :

Tenure :

Block No :

Survey No. :

Area :

Plot No. :

DESCRIPTION:

An extent of ***……. acre (……. hectare)*** of dry land in ***Survey No. ……. Part,*** situated in ……. Village, …….. Taluk, …….. District, Kerala State, being part of …….. Park, …… (Sketch of the area attached)

BOUNDARIES:

East :

North :

West :

South :

SECOND SCHEDULE HEREIN BEFORE MENTIONED

(1) The Lessee shall be entitled to enter upon the land leased to it / him only for establishing and running an industrial unit in the industrial Park under KINFRA*……..*

(2) The Lessee shall submit the Plans and Drawings prepared by it for construction of the building for the approval of the Lessor and the Lessee shall proceed with the construction of the building only on getting the written approval thereof from the Managing Director of the Lessor or his duly authorised representative. Any

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alteration in the approved plan shall be made only with the prior approval by the Lessor.

(3) The Lessee shall comply with all the Building Regulations including the Kerala Municipality Building Rules/ Kerala Panchayat Building Rules.

(4) All Survey Boundary Marks demarcating the boundaries of the land described in the First Schedule hereto shall be properly preserved and in addition the Lessee shall construct a boundary wall or boundary fencing for the entire periphery of the land described in the First Schedule hereto.

(5) In the event of there being adjoining lands licensed / leased to other parties by the Lessor, the cost of construction of the boundary wall / fences applicable to the Lessee hereto and other Licensees / Lessees shall be shared by Licensees / Lessees concerned if so directed by the Lessor.

This lease deed is prepared in duplicate, original to be retained by the Lessee and the duplicate by the Lessor.

IN WITNESS WHEREOF the parties hereto have affixed their signatures to this DEED on the day and year first above written.

Lessor **Lessee**

Witnesses:

1.

2.

Prepared by :

Mr. N Arjunan Pillai, Advocate, T.C. 24/583, Sreevilas Lane
Kowdiar P O, Thiruvananthapuram - 695 003 (Roll No. K3 / 2002)

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FORM I

(Regulation — 5)

APPLICATION FOR ALLOTMENT OF PLOTS IN INDUSTRIAL ESTATES/MINI INDUSTIRAL ESTATES/ INDUSTRIAL PARKS

1	(a)	Name and full postal address of the Applicant with telephone number.	:
	(b)	Permanent address of the applicant with telephone No.	:
2		Nature & Constitution of entity i.e Proprietary/ Partnership/Private Ltd./ Public Ltd./ LLP/ Company under incorporation/Co-operative. *(Whether it has been registered as such; if so. a copy of Certificate of registration/ incorporation to be enclosed)*	:
3		Name(s) of proprietor/partners/Board of Directors *(Copy of Partnership deed Memorandum and articles of Association of Company to. be enclosed)*	:
4		Whether the applicant belongs to Scheduled Caste/ Scheduled Tribe *(If so, certificate to be enclosed)*	:
5		Whether the applicant is already an occupant of the Estate. If so show details of shed/ land occupied and duration.	:
6		Proposed capital outlay on: **i)** Land **ii)** Building **iii)** Machinery **iv)** Other fixed assets	:
7		Nature of Industry that the applicant proposes to establish with quarterly schedule of implementation *(manufacturing activities proposed to be undertaken with a brief description of raw materials, machineries. products)*	:
8.		Udyam Aadhar Registration No. & date	:
9		Extent of land required	:

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10		Type and Size of the buildings proposed	:
	i	Break up of total plot area to be indicated **a)** Factory buildings **b)** Office and other ancillary purposes	
	ii	Plinth area of the proposed buildings *(Lay out plan to he attached)*	:
	iii	Period within which construction work is expected to be completed from the date of taking over possession of plot.	:
	iv	Date by which the unit is expected to become functional.	:
11		*Whether the* undertaking is covered by the Industries (Development and Regulation) Act. 1951.	:
	i	*If yes, a copy of the license/ letter of intent to be enclosed.*	:
	ii	Particulars of registration/approvals	:
12	i	Details of Manufacturing activity proposed Name of the product Annual proposed Installed capacity	:
	ii	Details of Job work/Services in support of the respective industrial units of IE or MIE / Logistic activities proposed	:
13		Staff and Labour (Strength)	:
	a	Administrative	:
	b	Skilled	:
	c	Semiskilled	:
	d	Unskilled	:
	e	Other categories, such as Technical/ Supervisory etc.	:
14	a	Power supply (Contract Demand *in KVA)*	:
	b	Quantum of Kilowatts required and time period within which unit is expected to be energized.	:

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15		Anticipated water requirement for Industrial/other uses. *(in kilo liters/day).*	:
16	a	Nature of effluent, if any. Whether effluent shall be treated to the standards prescribed by State Pollution Control Board before discharge.	:
	b	Quantity of effluent, if any (Kilo liters per day)	:
17		Details of remittance of Ernest Money Deposit *(Money Receipt No.)*	:

18. I/We have read the rules governing the Allotment/Assignment and use of Industrial Land and I/We undertake to abide by them.

I/We further state that the particulars given above are true and correct to the best of my/our knowledge and belief.

Place :

Date :

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FORM No. II

(REGULATION -7)

PROVISIONAL ALLOTMENT ORDER

No.

From

The Managing Director,
Kerala Small Industries Development Corporation Limited,
To Thiruvananthapuram.

Sri/Smt.
.....

.....

.....

.....

.....

Sir/Madam,

Sub:- Kerala SIDCO - Provisional allotment of land for Industrial purpose in…….
……..
Intimation - reg.

Ref :- Application dt .....

Your application under reference has been considered by the allotting authority in its meeting held on, …… and you are hereby informed that …….hectare/are……acre/cents) of land in Survey Number……. Old Survey Number……. Block Number …….. Village…… Taluk …… District, in Industrial Estate / Mini Industrial Estate (location) is provisionally allotted in the name of …… …… .....

… .....(Name and address of unit) for the establishment of an Industrial unit for the manufacture/ service of ..... (activity) with effect from the date of issuance of this lett

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The allotment shall be purely provisional and shall be subject to the following conditions:—

i) The existing land value shall be Rs .....Per are/
(Rs ..... per cent)

ii) The allottee shall remit 50 percentage of the cost of the plot for allotment on hire purchase basis/100 percentage of the cost of the plot for allotment on outright purchase (whichever is applicable) within 15 days of the date of receipt of this order.

MANAGING DIRECTOR
KERALA SIDCO

Authorized Officers of
Kerala SIDCO

Copy to:

1. The Estate Manager .....
2. The Chief Finance Manager
3. Stock file

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FORM IIA

(Regulation-8)

Allotment Order

Proceedings of Managing Director, Kerala SIDCO Ltd (or authorized Officers of Kerala SIDCO)

(Present: Shri/Smt .....)

No. Date:

Sub: Kerala SIDCO - Allotment of land for Industrial purpose on hire purchase/outright purchase basis-sanctioned-orders issued.

Read- 1. Application dated..... of Shri/Smt……
M/s……
2. Provisional allotment order of even number dated……
of this Office.

.....

…..... (Full Name and Address) has/have applied for the allotment of land on outright/hire purchase basis in the Industrial Estate/ Mini Industrial Estate……. for the establishment of a unit for the activity of……..

The application had been considered by the allotting authority in its meeting held on …..... and it was decided to provisionally allot the land in the name of ……Accordingly provisional allotment was ordered vide reference 2nd cited by this office.

Now the allottee has remitted an amount of Rs……..……..

being 50 percentage/100 percentage Cost of land for hire purchase/outright purchase basis vide Money Receipt No……. Dated ..... in …..... Kerala SIDCO.

ORDER

In the above circumstances and in exercise of powers conferred on the undersigned as per Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024 sa[illegible] hereby

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accorded for the allotment of land admeasuring…….. ..... Hectares/Acre (……Acre..... ……..... Cent)..... comprised ..... in…….. ..... ……. (Survey ..... ……..No.)

…….(old Survey No.) in ……(Block No.) …..... Village in Industrial Estates/ Mini Industrial Estates (as described in Schedule 1 of this order) on outright/hire purchase basis to (Name and Address in full) M/s…… .....

…..... for the establishment of their/his/her unit for conducting the activity of ..... subject to the terms and conditions contained in Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024 and specifically subject to the following conditions:-

1) The land shall be allotted on as is where is condition at the current land value of Rs……. per Are (Rs ..... per Cent).

2) The allottee shall take possession of the allotted plot within two weeks from the date of execution of the agreement in Form No. III failing which the allotting authority shall initiate action to cancel the allotment. The allotted plot shall be fenced or protected by compound wall by the allottee within one month, thereafter The Allottee shall commence effective improvements on the plot within six months from the date of taking possession and shall commence production within two years failing which the land shall be resumed by the allotting authority. Loss, if any incurred by the Department shall be realised from the allottee as per Regulations.

3) The balance amount payable towards the land value is to be paid in five equal annual instalments as per terms and conditions in the agreement (*To be included in the case of hire purchase only)*

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4) The Estate Manager, Industrial Estates/ Mini Industrial Estates is hereby authorised to give possession of the land described hereunder after completing all formalities as per regulations.

Sanction is also hereby accorded for putting up factory building as per lay out plan submitted.

MANAGING DIRECTOR OR

Authorised Officer of Kerala SIDCO

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To

M/s……..

Schedule 1

Extent of land	:	Acre Hectare	Cent Are	Sq. links Sq.m
Survey Number	:			
old survey No.	:			
Block Number	:			
Village	:			
Taluk	:			
District	:			
Boundaries	:			
East	:			
West	:			
North	:			
South	:			

Details of improvements, if any.

Details of Trees having girth above 90 cm at chest height, if any.

Copy to

1) The Estate Manager

2) The Chief Finance Officer

3) Stock file

4) Spare.

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FORM IIB

(Regulation-9)

Implementation progress Report for the Quarter....

Name of Industrial Estate/ MIE :

Name of Allottee (s) :

Name and Address of the Unit :

Allotment Order Number and Date :

Date of taking possession of the land :

Activities or Events carried out in each month.

First Month	Second Month	Third Month

Place:

Date:

Name and Signature of Allottee

Mobile Number

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FORM IIC

(Regulation-9)

Verification Report of Estate Manager for the Quarter....

Name of Industrial Estate/ MIE :

Name of Allottee (s) :

Name and Address of the Unit :

Allotment Order Number and Date :

Date of taking possession of the land :

By the allottee

Activities or Events carried out in each month as reported by the allottee

First Month	Second Month	Third Month

I have conducted a site visit and found that the project is going on (a) as per schedule/(b) behind the schedule/(c) ahead of the schedule. More details are furnished as follows.

Place:

Date:

Mobile Number

Name and Signature of Estate Manager

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FORM III

Regulation 8

AGREEMENT FOR ALLOTMENT OF PLOT ON HIRE PURCHASE/OUT RIGHT PURCHASE/ LEASE/ RENT

ARTICLES of Agreements made this the day of…… of…….. BETWEEN The Managing Director, Kerala SIDCO (hereinafter referred to as "Corporation") on the one part and Shri/Smt…….Son/daughter of Shri/Smt…….....

Aged……Village …… Taluk……..

District on behalf of M/s…….…… Proprietary/Partnership/Co-operative Society/ Company incorporated or registered under the……. Act and having its registered office at .....

(hereinafter referred to as "the allottee") which shall include his/her/their legal heirs, executors, administrators, legal representatives and permitted assignees on the other part.

WHEREAS on the application of the allottee under Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024 (hereafter referred to as the Regulations), the Corporation have agreed to let and the allottee has agreed to take on hire/outright purchase the land, as described in the schedule written hereunder (here after referred to as the plot) for the purpose of setting up an Industrial unit for conducting the activity of……

.....

AND WHEREAS the allottee has paid a sum of Rs…… (Rupees ..... only), the receipt of which the Corporation hereby acknowledge, representing 50% or 100% of the total value of the plot including any improvements thereon as fixed by the Corporation and requested Corporation to treat the balance amount (if any) as a loan advanced to the allottee repayable on such terms and conditions as herein contained together with the interest as herein specified (applicable in the case of hire purchase only)

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NOW THIS DEED WITNESSETH AND IT IS HEREBY AGREED AS FOLLOWS:

1. The allottee shall pay the balance of the value of 50% of the total value of the plot amounting to Rs……(Rupees…….....only) in five equal annual instalments with interest at the rate of 10% per annum. The first instalment shall be payable on……., being the completion of one year from the date of remittance of initial payment and the subsequent instalments shall be paid on the corresponding dates of the succeeding years.

2. The interest due on the entire amount outstanding at the time of payment of an instalment shall be paid along with that instalment.

3. Penal interest at the rate of 2% per annum over and above the normal rate of interest shall be paid on defaulted instalments calculated from the due date of such instalments to the date of actual payments.

(The clauses 1,2,3,shall be applicable only in the case of allotment on Hire Purchase. Additional/ removal of any clause will be done by Kerala SIDCO at times for lease and rent.

4. The plot shall be utilised exclusively for the purpose for which it is allotted and no change shall be made without the written prior sanction of the Managing Director, Kerala SIDCO Ltd.

5. The allottee shall not sublet, lease, part with possession of the allotted plot under any circumstances during the continuance of this agreement. However the allottee shall be permitted to mortgage the allotted plot for availing industrial finance. for setting up the unit in the allotted plot, with the prior written permission of the Managing Director, Kerala SIDCO Ltd. by executing a tripartite agreement in Form No. IX.

6. Until the entire value of the plot with interest as mentioned above is paid in full, the plot shall remain the property of the Corporation and the allottee shall not have any right over the plot. The land shall be heritable and alienable with the prior written permission of the Managing Director, Kerala SIDCO but, the absolute ownership of the land shall be vested with the Corporation. The allottee shall utilise the plot for the purpose for which it is allotted. However the plot with the assets of the unit there on may be mortgaged by the allottee to avail money from financing institution/Bank shall undertake, in writing to pay to Corporation, such sums as may remain due on the plot. The allottee shall also undertake to inform Corporation the details of finances so raised on the security of the [illegible] time to

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time till such loans are repaid, and the charge of the Corporation shall stand converted into a first charge when the obligation to the financing institution/Banks stands liquidated. The allotte shall keep the Managing Director, Kerala SIDCO updated about the repayment of the loans in every six months till the entire loan dues are repaid.

7. The allottee undertakes and agrees to pay to the Corporation all further amounts demanded under Regulation, 13 & 14 towards enhanced compensation and development charges apportioned and fixed on the plot from time to time.

8. The allottee agrees to take possession of the plot within two weeks from the date of execution of this agreement and shall take further steps for the implementation of the projects as per the terms and conditions stipulated in Form No.IIA.

9. The allottee undertakes and agrees to surrender the plot to Corporation and restore to its original status, in case it is no longer required by him. In such a case the allottee agrees to treat all payments made by him till date as retention interest for use and occupation of the plot.

10. The allottee shall not effect any excavation upon any part of the allotted plot or remove any stone, earth, sand, laterite, trees or any other material there from or do any act detrimental to the interest of the Industrial Estate/ Mini Industrial Estate and to the Corporation except in so far as may be necessary, in the opinion of the Managing Director for the purpose of forming the foundation of the building and compound walls or any other work permitted specifically by the Managing Director. Trees standing on the land at the time of allotment shall continue to be the property of Corporations even after assignment.

11. The allottee shall get the approval of the Managing Director for the specifications, plans, elevations, sections and details of the industrial buildings to be erected on the allotted land. No work shall be commenced without such approval.

12. The allottee agrees to keep insured all the buildings or structures and fixtures in the plot against loss or damage by fire and also to keep Corporation indemnified against any fact and all claims for damages which may be caused to any adjoining units. The fuel tanks, chemical storage tanks and other inflammable and hazardous chemical storage tanks shall be isolated by construction compound walls around each one of them.

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13. The allottee shall, at all times, maintain the plot and premises properly to avoid accidents and calamities.

14. The allottee shall permit the Corporation to utilize vacant portions of the allotted plot at any time for laying pipelines, cables, underground drainage or drawing overhead lines. Common Effluent Treatment Plant, Sewage Treatment Plant. Solid waste treatment plants. Hazardous Waste Treatment plants, Renewable Energy Generation Stations. Vehicle recharging points, Electrical sub-stations etc.

15. The Managers of the Kerala SIDCO, authorised by the Managing Director, Kerala SIDCO on his behalf shall have power and authority to inspect the said plot at any time and the allottee shall render necessary assistance and facilities for such inspection.

16. The allottee shall pay all taxes, cess and other charges payables in respect of the said property to Government from time to time.

17. The allottee shall have the right to purchase the said plot at any time by paying the balance amount lump due to the Corporation (Applicable only in the case of Hire Purchase)

18. The allottee shall not put up additional structures within the land without prior written approval of the Managing Director, Kerala SIDCO Ltd. The non compliance of which will result in the removal of the aforesaid structures by Managing Director, Kerala SIDCO Ltd, at the allottees cost.

19. When all the sums due to Corporation are paid and the Corporation are satisfied that the plot is maintained properly, the Corporation shall transfer the ownership of the plot to the allottee, as per Regulations but the absolute ownership and title always be vested with the Corporation.

20. In case the allottee fails to surrender the said plot when demanded, the allottee shall be considered to be trespasser liable to be proceeded against and evicted under the provisions of the Land Conservancy Act. 1957 for the time being in force.

21. In case the allottee commits breach of any or all of the provisions herein contained, the allottee shall surrender possession of the plot to the Corporation immediately on demand and the Corporation shall have power to deal with the plot in any manner the Corporation deem fit.

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22. All sums found due to the Corporation under or by virtue of this agreement shall be recoverable from the allottee and his assets movable and immovable under provisions of the Kerala Revenue Recovery Act, 1968, for the time being in force as if such sums were arrears of land revenues and in such other manner as the Corporation may deem it.

23. In all matters of doubt concerning and in respect of this agreement, the decision of the Managing Director, Kerala SIDCO shall be final and binding on the allottee.

24. During the continuance of this agreement, the Corporation shall have the power to add, delete or amend the conditions laid down herein and in the Regulations.

25. The allottee shall be bound by the terms and conditions of the Regulations with additions and amendments there of which shall form part of this Agreement as if incorporated herein.

IN WITNESS WHEREOF SHRI/SMT……..

for and on behalf of Kerala SIDCO and Shri/Smt……

The allottee, have here unto set their hands on the day month and year first above written.

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SCHEDULE 1

(Here enter the details of the plot)

Name of Industrial Estate/ Mini Industrial Estate	:	
Plot No.	:	
Taluk	:	
Revenue Village	:	
Block Number	:	
Survey Number	:	…….. (old survey number….....)
Extent	:	….....Hectare/ Are.....Acre/Cents
Boundaries	:	
East	:	
West	:	
North	:	
South	:	

Signed by Shri/Smt.

For and on behalf of Kerala SIDCO

In the presence of witnesses :-

1.

2.

Signed by Shri Smt.

the Hirer in the presence of witnesses :-

1.

2.

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FORM IV

(See regulation 8)

RECEIPT

I …….. Son/Daughter of ……. aged ..... now residing at……Village…….Taluk ……. District……have taken possession of the plot of land admeasuring …… Hectare/ Ares …… Acres/Cent …….in Survey No……. (Old Sy. No…….) Block No…… Village…….. Taluk…….. District ……Industrial Estate/ Mini Industrial Estates from Managing Director, Kerala SIDCO Ltd., Thiruvananthapuram allotted vide proceedings No……. dated ……. on this …… day of ……. (month) ..... (year) along with the trees and improvements specified below.

1.

2.

3.

Signature:

Name:

Address:

Handed over the plot as described above by the undersigned, on behalf of Managing Director, Kerala SIDCO Ltd…..... as authorised by him/her.

Place:

Date:

Estate Manager

Signature:

Name

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FORM V

APPLICATION FOR ASSIGNMENT/ SALE DEED OF INDUSTRIAL LAND ON REGISTRY

(Regulation 15)

(To be submitted through the Estate Manager, Kerala Small Industries Development Corporation Limited, in quadruplicate)

To

The Managing Director,
Kerala Small Industries Development Corporation Limited,
Thiruvananthapuram.

Sir.

A plot of land admeasuring.....Hectare/.....Acres.....Sq. Metre in Industrial Estates/ Mini Industrial Estates..... .....the details of which are given hereunder) had been allotted to.....,.....for the purpose described in the application.1/We have utilized the land for the purpose for which it has been allotted and I/We am/are eligible to get the land assigned on registry in my/our favour under the provisions of the Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024. I/We therefore request that this land may be assigned to me/us.

1	Details of land		:
	a	Name of Industrial Estates/ Mini Industrial Estates	:
	b	Plot No.(s)if any	:
	c	Revenue Village	:
	d	Block No.	:
	e	Survey No.(S) .....(Old Sy.No.,……)	:
	f	Extent	:
	g	Boundaries : East West North South	:

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2		Details of purpose of assignment	:
	a	Name of Industrial unit	:
	b	Constitution Proprietary/partnership/Pvt.Ltd/Limited/LLP/ Company/Corporation/Co-operative/any other*(specify)*	:
	c	Registration details of the Firm/Society/Company	:
	d	Details of Enterprise Registration like Udyam/ IE or any other	:
	e	Nature of activity *(Manufacturing/ others specify)*	:
	f	Date of Commencement of commercial Production	:
	g	No. and date of allotment order	:
3		Details of payment	:
		Amount	:
		Date of remittance	:
		Chellan No	:
		Name of Treasury	:

I/We.....doherebydeclarethatthedetailsfurnishedaboveare correct. I/We do also declare that 1/We have read the provisions of the Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024 and 1/We agree to abide by these Regulations and any amendments in Regulations that maybe framed in this regard by the Kerala SIDCO from time to time.

(Signature of the applicant)

Date:

Place:

Address: Name:

Designation:

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FORM VI

(See Regulation 15)

RECOMMENDATION FOR ASSIGNMENT/ SALE DEED

No. Date:

A plot of land measuring..... Hectare (..... Acre..... Cent) of land in Industrial Estates/ Mini Industrial Estate had been allottee ……

.....

…… (Name & address of allottee) side this office Order No…….....dated..... Possession of the land had been handed over to the party on ……He/ She /They have paid the full value of the land and are eligible for getting the land assigned in their favour. Hence I recommend that the land described hereunder may be assigned/ issued Sale Deed in favour of applicant (s)on registry for the purpose of establishing an industrial unit for the manufacture of . ..... subject to the conditions prescribed in the Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024.

1		Name of allottee	:
2		Full Address	:
3		Details of land	:
	a	Name of Industrial Estates/ Mini Industrial Estates	:
	b	Plot No.(s)if any	:
	c	Revenue Village	:
	d	Block No.	:
	e	Survey No.(S).....(Old Sy.No.,……)	:
	f	Extent:.....Hectare (.....	:
	g	Boundaries:	:
		East	:
		West	:
		North	:
		South	:

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4 **Purpose of Assignment/ Sale Deed**
Nature of activity (Manufacture/Service /Job work)
.....

5 **Details of Land value remittance.**

Sl. No.	Name of Office	Amount	Money Receipt No. & Date
1			
2			
3			

(please add separate sheet if necessary)

Copies of the enclosed documents have been verified by the undersigned and countersigned.

1	Industrial Unit Registration	:
2	Affidavit/ Indemnity bond (on stamp paper worth Rs200/- subject to change) to be executed by the applicant that further dues if any found payable after the date of assignment shall be paid by the allottee.	:
3	Declaration of the party.	:
4	Copies of Money receipt with certified reconciliation statement.	:
5	Land allotment proceedings (Form I1A)	:
6	Proceedings of transfer of land (Form VIII B); if applicable.	:
7	Agreement (Form III)	:
8	Form of Receipt (Form IV)	:
9	Land value Calculations statement	:
10	Survey sketch	:
11	Partnership deed or Memorandum and Articles of Association with certificate, as the case may be	:
12	Declaration of the agreement (Form VIA and VII); if applicable	:

Place :
Date:

MANAGING DIRECTOR
KERALA SIDCO / Authorized Officers of
Kerala SIDCO

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SCHEDULE OF LAND

NAME OF Industrial Estate/ Mini Industrial Estate/Industrial Park.....

PLOT Number, if any. .....

District Taluk Village Block No. Survey No and Old Sy.No. Extent (Hector)

(BOUNDARIES)

East	:	
South	:	
West	:	
North	:	
Assessment	:	
Rs.	:	

Survey and Demarcation charges	Land value	Value of other	Improvement	Total amounts due
Rs. Ps.	Rs. Ps.	Rs. Ps.	Rs. Ps.	Rs. Ps.

Place:

Date:

Signature & Designation of Manager issuing the order

To

Sri……..

M/s…….

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DECLARATION

I . . . . . (Proprietor/Managing Partner/Managing Director/CMD) M/s.....declare that I shall hold the grant subject to the conditions specified above and shall abide by the Regulations which are now in force or may thereafter be issued by the Corporation with regard to the assignment of Sale Deed/ Allotment of Corporation land in Industrial Estate/Mini Industrial Estates.

Place:
Date:

Signature of Assignee /Allottee

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FORM VII
(See Regulation 18)
Application for transfer of Land

To

The Managing Director,
Kerala SIDCO Ltd.
Thiruvananthapuram.

Where as, I ……. (Name of transferor) owner/ partner/ Director/ Managing Director CMD/Secretary of M/s……..
(Name of firm Company/LLP/ Society) had been allotted /assigned …….. (extent) of land, described in the Schedule of this form, vide allotment order No. ……and assignment order No……dated……..and dated…… and whereas I, being fully authorized to act on this behalf, intend to transfer the land to Mr./Mrs/Miss/M/s……..who has signed under the schedule of land.

I, therefore, declare and affirm that all my rights and claims to the land described above, be and shall stand transferred to the above mentioned party under the provisions of Regulations, 21of Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) - 2024 and subject to all other relevant provisions of the above Regulations.

I request that the above transfer may be accepted and necessary orders may be issued.

Place:
Date:

Signature of the transferor
Name:
Address:

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SCHEDULE

			Hectare/Ares	Acre/Cent
1	Extent of land	:		
2	Description	:		
	A. Survey No.	:		
	B. Village	:		
	C. Plot No. (if any	:		
3	Boundaries	:		
	Northern	:		
	Western	:		
	Southern	:		
	Eastern	:		
4	Purpose for which land had been assigned	:		
5	Reason for inability to run the unit Signature of the Transfer or Signature of Transferee	:		

Signature of Transferee

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FORM VIII

(See regulation 18)

To

The Managing Director,
Kerala SIDCO Ltd.
Thiruvananthapuram.

I intend to purchase…….. (extent) of land described in Schedule of Form VIII owned and possessed by Mr/ Miss/ Mrs / M/s……..
.....
…….. (Name and Address) for the purpose of……..

I hereby agree to abide by all the provisions of Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024. I also undertake to remit all such sums as may be due to Corporation expend under the Regulations, including the dues under Regulations 13 and 14

*I am also submitting application in form I of the Regulations, for allotment of this land (applicable only if the proposed use is different from the purpose for which land has been originally allotted/ assigned)

OR

*I declare that I shall utilize land only for operating an industrial unit in the same line of activity for which it had been originally assigned (applicable if proposed use is same as the purpose for which the land had been originally allotted/assigned)

(Strike off whichever is not applicable)

Place:
Date:

Signature
Name (transfe ss

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FORM VIII A

(See Regulation 19)

PROCEEDINGS OF MANAGING DIRECTOR/AUTHORISED OFFICER, KERALA SIDCO

(Present: Sri/Smt .....)

No.

Sub: Industries-Transfer of land-sanction accorded- orders issued.

Read: 1. Proceedings/Assignment order No..... dated

2. Application dated .....from the transferor.

3. Application dated .....from transferee

An extent of …….. ...Hectare/Are (Acre/cent) of Land comprised in Survey No……....in Industrial Estates/ Mini Industrial Estates has been allotted/assigned to Sri/Smt…….……. vide proceedings/ Assignment order cited, for starting an industrial unit for the manufacture of……..……. Now Sri/……..……. …… (Name and Address) has applied for the transfer of above land in favour of Shri/Smt…… ….....(here enter the name and address of the transferee) for running the same line of activity /for manufacture of new product. The transferee has agreed to abide by all the provisions of the Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024 and has remitted cost of land in full to Corporation including the difference in land value. The transferor has also agreed to transfer all his rights and claims in favour of all the transferee.

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ORDER

In the above circumstances and in exercise of powers conferred on me by Regulations 21 of Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024, sanction is accorded for the transfer of…… Hectare(..... Acre/cent) of land comprised in Sy. No. ……. Village……..
in Industrial Estate/ Mini Industrial Estate ..... more specifically described in schedule of this order to the transferee Sri/Smt……...
.....

…… (Name and Address) for the establishment of aunit for the activity of……
…… subject to the terms and conditions contained in Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024 and more particularly detailed below:

1. The transferee shall be bound by all the provisions of the Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024, as if he/she/they were the original assignee(s)

2. The transferee shall be liable to pay all such further sums, as may be demanded by Corporation from time to time under Regulations 13 and 14.

3. The transferee shall commence production within three months if the same line of activity is continued/ within not more than 6 months in the case of manufacture of new products. In the event of any failure to comply with this provision, the land shall be resumed by the Department without assigning any other reasons. Loss if any incurred by the Department shall be realized from the transferee as per Regulations.

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SCHEDULE

Extent of land	:	Hectare/Ares	Acre/cent
Plot No.	:		
Boundaries	:		
Northern	:		
Western	:		
Southern	:		
Eastern	:		

MANAGING DIRECTOR/ Authorised Officer

To

Sri…….

.....

…..(name and address of the transferee)

Copy to:-

1. The Estate Manager of the respective estate/ stock file/spare
2. Mr/Mrs……

…..(Name and address of the transferor)

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FORM-IX

(See regulation 21)

TRIPARTITE AGREEMENT

THIS AGREEMENT is executed on this day of ..... Two thousand between the Managing Director, Kerala SIDCO Ltd… ..... on behalf of the Kerala SIDCO (hereinafter called the "the first party"). Sri/Smt……...…. ……. (here enter name and address of the entrepreneur with name of the unit). …….. who filed Udyam registration no ..... with Corporation of India and also having its Registered Office at …… ……. (Address) (hereinafter called "the second party") and the bank/ financial institution, M/s…… who is financing the unit (hereinafter called "the third party").

WHEREAS on the request of the second party for industrial land……..Hectar/Cents/Acre of land comprised in Survey No./ Re Survey No…….. Block No..... …… Village ……. Taluk …..…….. District……..…… has been allotted on the basis of vide Proceedings No. of Managing Director, Kerala SIDCO Ltd……..dated……. in Industrial Estate/ Mini Industrial Estate …….. onhire purchase basis for starting an industry for the manufacture of …….. under the name and style, M/s.....The details of the industrial land are specified in the schedule I attached to this agreement which shall also form part of this agreement.

AND WHEREAS the second party has remitted an amount of Rs .....being the value of the above land in full and has executed the hire purchase deed.

AND WHEREAS the second party has applied for permission to mortgage the improvements on the industrial land, superstructure viz. building, plant & machinery thereon along with the industrial land to the third party to raise finance to run the industrial unit.

AND WHEREAS the first party has no objection in mortgaging the industrial land along with the superstructure viz. building, plant & machinery thereon allotted to the second

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party with the third party, for availing loan for the industrial activity specified above on the following terms and conditions:

NOW THEREFORE THIS DEED WITNESSES AS FOLLOWS:-

1) The third party shall be entitled to accept the mortgage of the scheduled property along with the superstructure viz. building, plant & machinery thereon from the second party and inform the first party about the creation of the mortgage.

2) The second party shall not transfer the unit, bring about additions to or change the constitution activity name of the unit after the creation of the mortgage, without obtaining the prior approval of the first party and the third party.

3) On receipt of the request from the second party for transfer of the unit, addition to or change in the constitution/activity/name of the unit etc after the creation of the mortgage. The first party shall obtain No Objection Certificate of the third party before sanctioning the same.

4) The first party shall not permit any addition or change of financial institution without obtaining the No Objection Certificate of the third party.

5) The second party shall abide by all the provisions of the Unified Industrial Land/ Building/ Industrial shed (Allotment and Disposal) Regulations for Kerala Small Industries Development Corporation (SIDCO) Ltd. For major Industrial Estates (IE), Mini Industrial Estates (MIE) and Industrial Parks (IP) -2024 and agreement executed by the second party with the first party while allotting the industrial land.

6) The third party shall inform the first party in writing, if the third party issues or intends to issue any notice to the second party towards takeover/auction of the industrial unit/ land.

7) In case of the third party resorts to conduct auction sale of the assets of the industrial unit consequent to the default of payment of loan amount by the second party, the third party shall indicate in the advertisement for auction that the industrial land after auction sale can only be utilized for industrial purpose. The third party shall also indicate in the advertisement that the auction purchaser shall not have absolute ownership over the land and that they shall have only those rights provided in the agreement executed by the second party before the first party. The third party shall send such copy of auction sale notice to the first party.

8) After successfully completing the auction process the third party shall furnish a copy of the sale certificate or any other documents relating to the transaction and other particulars of the successful buyer to the first party who shall transfer the rights enjoyed by the second party on the industrial land to the new entrepreneur.

9) The third party shall remit any amount due to the first party, if any excess amount over and above the dues owed by the second party is recovered through auction sale of the second party.

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IN WITNESS WHERE OF, the following have here to set his/her hand on the day, month and year first above written.

Signed by

1. Sri/Smt…….. (first party) Managing Director, Kerala SIDCO, Thiruvananthapuram

   (seal)

2. Sri/Smt ..... (second party)

   (seal)

3. Sri/Smt ..... (Third party)

   (seal)

In the presence of witnesses:

1)

2)

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SCHEDULE - I

Name of Industrial Estate/ Mini Industrial Estate	:	
District	:	
Taluk	:	
Village	:	
Block Number	:	
Survey Number	:	
Extent Acre/Cents	:	……. Hectare/ Are……
Boundaries	:	
East	:	
West	:	
North	:	
South	:	

(Signature)

MANAGING DIRECTOR
KERALA SIDCO

Authorized Officers of
Kerala SIDCO

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FORM X

(See Regulation 21)

UNDERTAKING

(To be given by Bank/Financing Institution in duplicate)

To

The Managing Director,
Kerala SIDCO Ltd.

Sir,

We……..…… (Name of Bank/Financial Institution) have decided to sanction a term loan of Rs…… (Rupees…… ……...only) and/ or working capital loan of Rs…… (Rupees…… ……..only) to Sri…… (Name of proprietor/partners/Managing Director/CMD/Secretary) of M/s…….…….. ……. (Name and Address of unit). The party has offered his/her/their willingness to mortgage the land to the extent of…….. Hectares/Ares……..Acre/Cent…… in …….. Sy.Nos ..... Block No…… of ……Village allotted assigned to him/her/them in Industrial Estate/ Mini Industrial Estate..... as security for loan.

We understand that first charge on land allotted by you on hire purchase basis to the party can be given to our organisation, if we undertake to pay off the balance due to your department on the allotted land as per Regulations.

In the above circumstances, we hereby affirm and undertake to pay all the balance amount due towards regular instalments and default if any, in respect of the allotted/assigned plot.

Place:

Signature

Date:

Name & Designation Name of Financial Institution/Bank

(Seal)

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ACKNOWLEDGEMENT BY THE MANAGING DIRECTOR/ AUTHORISED OFFICER,
KERALA SIDCO LTD.

We have recorded the details of the mortgage of the plot, described hereunder in favour of your institution by hirer/assignee and confirm that…….. Bank shall have first charge on the plot on the terms stated above.

SCHEDULE OF LAND

Name of Industrial Estate/ Mini Industrial Estate

Plot Nos.	:		
District	:		
Taluk	:		
Village	:		
Block Number	:		
Survey Number	:		
Extent	:	Hectare/ Ares	Acre/ cent
Boundaries			
East	:		
South	:		
West	:		
North	:		

Signature & Name

MANAGING DIRECTOR
KERALA SIDCO

Authorized Officers of
Kerala SIDCO

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FORM XI

(See Regulation 32)

REGISTER OF ALLOTMENT/ASSIGNMENT OF LAND IN

Industrial Estate/ Mini Industrial Estate …….....

Name & address of applicant :

Name & Address of unit :

Purpose applied for :

Extent allotted with Village, Block No, Survey No.& Plot No. :

Allotment order No. with date or Rejection order No. with date :

Provisional price per cent at which allotted :

Assignment order No. with date :

Details of encumbrances noticed by

Managing Director

Name of Financial Institution/Bank Amount Date

Details of Payment effected.

Due date Amount Interest Penal Interest Money Receipt No.

date

Name of Treasury

KERALA SMALL INDUSTRIES DEVELOPMENT CORPORATION (SIDCO) LTD

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Kerala State Industrial Development Corporation Ltd.

Head office: Keston Road, Kowdiar, Thiruvananthapuram – 695003
Ph: 0471 2318922 Fax: 0471 2315893 Email:enquiry@ksidcmail.org
Regional Office: 2nd Floor. Choice Towers, Manorama Junction,Kochi-682016
Ph: 0484-2323010/101 Fax: 0484-2323011 Email: ksidckochi@eth.net

Application for Financial Assistance

Guidelines for filling & submitting the application form

1. Kindly mention all amounts in Rs. lakhs
2. Wherever required, attach details in separate sheets
3. Filled up application and related documents are to be submitted along with a covering letter
4. Application will not be accepted without all required papers.
5. Land offered must have original title deed and proper road access.
6. Any other paper/document required for scrutiny of loan applications/ legal documents also to be produced.
7. All photocopies of documents submitted to KSIDC have to be self-attested.
8. For any queries, please contact KSIDC in the email ids/ phone numbers specified above.

I. General Particulars

1) Date of application	
2) Assistance Sought	Rs.-------- lakhs as Term Loan/ Short Term Loan/ Equipment Loan/ Working Capital Term Loan/ Corporate Loan/ Share Capital
3) Period sought for Repayment/ Buyback of shares	

II. Borrower/ Applicant Details

4) Name of the unit	
5) Contact/ Correspondence address Name : Designation : Address : Mobile No.: Land line No.: Email Address:	
6) Regd. Office address Phone no.	
7) Unit/ Factory address (existing & proposed) Phone no.	
8) Constitution	Public Limited Company/ Private Limited Company/ Limited Liability Partnership/ Partnership Firm
9) Date of incorporation	
10) Sector/ Industry	Tourism/ Healthcare/ Metal/ Infrastructure/ Food Processing/ Electronics/ IT & ITES/ Biotechnology/ Petrochemical/ Other (specify…….)
11) Nature of unit	Existing / New

12) Tax status of the concern

PAN number	Year up to which concern has been assessed for income tax	Estimated unassessed liability

13) Management setup of the concern

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	Name	Designation
MD/ CEO		
Finance		
Operations/ Production		
Legal/ CS		
Others		

14) List of existing major fixed assets

a) Land

Location	Extent	Nature of land (industrial/ other)	Freehold/ leasehold	Book value	Whether Charged to bank/ FI

b) Building

Description	Location	Plinth Area (sq.ft.)	Book Value	Whether charged to Bank/ FI

c) Machinery Items

Description	Quantity	Supplier/ Make	Location	Book Value	Whether charged to Bank/ FI

15) Details of financial assistance availed earlier by the borrower/ applicant

Bank/FI	Loan type	Purpose	Security	Sanction Amount	Repayment schedule	Outstanding	Arrears/ irregularities, if any

16) Details of bank accounts of the applicant

Name of the bank	Branch	Type of account	Account No.

17) Statutory liabilities

Particulars	Outstanding amount	Pending since	Issues/ Steps taken to clear the liabilities

18) Working Results for the last three years

Financial year	Sales Turnover	Net profit/ loss	Depreciation & Amortisation	Cash profit	Income tax	Audited/ provisional

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III. Business Group/ House

19) Name of Business Group/ House the concern belongs	

20) Details of other concerns in the Business Group/ House

Name	Address	Line of activity

21) Details of financial assistance availed for all the concerns excluding the applicant

Name of concern	Bank/FI	Loan type	Outstanding amount	Arrears/ irregularities, if any

IV. Promoters & Directors

22) Promoter(s) name(s)	

23) List of Directors & their interest in other concerns

Name of the Director	Name of other concerns	Director/ partner/ proprietor

24) Details of Enquiry, proceedings or prosecutions against the unit/ promoters/ Directors for any offences

Name of unit/ promoter	Authority	Year	Nature	Details	Current status

25) Statutory liabilities of all concerns including associate concerns

Name of unit	Nature	Outstanding amount	Pending since

26) List of shareholders owning & controlling >5% of equity

Name of the shareholder	Shareholding %	Amount	Whether NRI	Whether giving personal guarantee

V. Project Details

27) Product Mix and installed capacity (annual)

Item	Unit (number/ MT/ other)	Existing capacity	Proposed additional capacity	Total capacity	Value (in Rs. lakhs)
Total					

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28) Describe the project for which financial assistance is required.

Purpose	Amount
Total	

29) Has the proposed process ever been tried in India? If so, give details, especially relating to its commercial success.

30) Explain the arrangements made for technical knowhow including performance guarantees, penalties, etc

31) Particulars of consultants

Name and address	Scope of work	Fees payable & Terms of payment

32) Indicate whether any of the directors/ promoters of the concern have any interest in consultant/ collaborator firm. If so give details.

33) Project site

Location	Extent	Nature of land (industrial/ other)	Freehold/ leasehold	Date of purchase/ lease	Cost of land
Total					

34) Building

Description	Type of construction	Plinth Area (sq.ft.)	Rate of construction per sq.ft.	Estimated cost of building
Total				

35) Particulars of Architects

Name & address	Scope of work	Rate quoted and detailed estimate of expenses	Fees payable and mode of payment	Time schedule
Total				

36) Plant & Machinery/ equipments

Description	Qua ntity	Supplier/ Make	Price incl. taxes	Other costs (freight + insurance + installation)	Status of order/ installation
Total					

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37) Other Assets

Description	Quantity	Cost (all inclusive)	Status of order/ installation
Total			

38) Raw Material

Item	Current estimated Rate/ unit quantity	Addl. Costs/ unit quantity	Quantity Required (100% capacity)/ year	Arrangements made/ proposed for procuring raw materials
Total				

39) Working capital requirements

Current Requirement	Addl. Requirement	Total requirement	Sources/ to be availed from

40) Utilities

Power	Connected load	
	Maximum demand	
	Source of supply (KSEB/ Kinesco/ Own generation/ Other)	
Water	Daily requirement (kl)	
	Source of supply (KWA/ Own / Other)	
Fuel	Daily requirement (kg/kl)	
	Arrangements	
Other	Daily requirement	
	Arrangements	

41) Effluent Treatment

Details of atmospheric, soil and water pollution likely to be created by the project and the measures proposed for the control	
Arrangements proposed for the control	

42) Quality Control

Quality Standard to be followed	
Arrangements taken/ proposed for implementing the quality standard	

43) Preliminary & Pre-operative expenses

Description	Amount
Company incorporation expenses	
Cost of project report/ market survey	
Cost of obtaining clearances	

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Salary during construction period	
Interest during construction period	
Rent, Travelling expenses, misc. expenses during construction period	
Other major expenses (specify)	

44) Schedule of implementation

	Date of starting (actual/ expected)	Date of completion (actual/ expected)
i) Acquisition of land		
ii) Development of land		
iii) Civil Works Factory Buildings Machinery Foundation Auxiliary Building Administrative Building Others		
iv) Plant & Machinery / Equipments Imported - Placement of order - Delivery at site Indigenous - Placement of order - Delivery at site		
v) Arrangement for power		
vi) Arrangements for water		
vii) Erection of equipments		
viii) Commissioning		
ix) Procurement of raw materials & components		
x) Training of personnel		
xi) Trial runs		
xii) Commercial production		

45) Cost of Project

	Already incurred	Proposed to be incurred	Total	Basis of estimate
Land				
Land development				
Buildings				
Plant & Machinery (including freight & installation charges)				
Utilities (Electrification, Plumbing, Fire Safety)				
Miscellaneous fixed assets (Including other utility equipments, vehicles, furniture & fixtures, IT equipment etc.)				
Technical know-how and engineering fees				
Preliminary & pre-operative expenses				
Provision for contingencies				
Margin money for working capital				
Total Project Cost				

46) Means of Financing

	Already	Proposed	Total	A nts made/ proposed

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	Raised	to be raised		
Share capital				
Unsecured loan from Promoters				
Reserves & surplus				
Total promoters' contribution				
Loan from KSIDC				
Loan from Banks/FIs				
Loan from others *				
Total Loans				
Total				

* Please provide details of loans - source, repayment period, rate of interest, security etc. for loans obtained from other than bank/ FI

VI. Security Offered for the loan

47) Landed properties

Location (District, Taluk, Village & Re.Sy. No.)	Extent (in ……..)	Titleholder	Freehold/ leasehold	Nature	Cost of land incl. registration

48) Collateral security – buildings

Location (District, Panchayath/ Municipality)	Plinth Area (in sq.ft.)	Titleholder	Freehold/ leasehold	Nature	Value

49) Collateral security – Machinery/ equipments

Particulars & Quantity	Manufacturer	Make and Model	Titleholder	Nature	Total Value

50) Details of guarantors/ co-obligants

Name	Address	Occupation	Solvency/ Networth	Relationship with co./ promoter

VII. Market & Selling arrangements

51) Furnish estimates of present and projected demand/ supply of products proposed to be manufactured

Product	Current Demand	Projected Demand in year -------	Current Supply	Projected Supply in year -------	Source of estimates

52) Explain the selling & marketing arrangements for the proposed products

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53) Provide information regarding export possibilities and the nature of competition to be faced in foreign countries. If existing unit & already exporting, furnish particulars of exports during last 5 years.

54) If there is any export commitments/obligations, indicate arrangements proposed for meeting the same and export incentives available

55) Indicate whether the product is an import substitution item. If so, give details

56) List of principal customers and particulars of any agreement entered into with them.

57) In case the company proposes to have any selling agency for any of its products, furnish following particulars:

Name of the selling agent	Commission/ remuneration	Experience in similar products	Special advantages/reasons for the appointment of sole selling agent

58) List of names of major competitors

Name	Address	Product

VIII. Socio Economic considerations

59) Employment Generation

Particulars	Existing	Additional proposed	Total
Permanent employees			
Contract employees			
Others (specify ----------)			

60) Explain the various duties and taxes applicable and export incentives available

Name of duty/ tax/ incentive	Duty/ incentive	Rate	Applicable on
GST			
Excise Duty			
Other (specify----------)			

IX. Government Clearances

61) Indicate whether the various licenses/ approvals required for the project have been obtained.

Particulars	Date of issue	Valid till	If to be obtained, present status
MSME Registration (URN)			
Technical/ financial collaboration			
Capital issue clearance			
Pollution control			
Environmental Clearance/ CRZ			
Building permit			

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Town Planner certificate			
Factories & Boilers Clearance			
Others (specify)			

Declaration

I/we declare that all the particulars and information given in the application /annexure are true, accurate, complete and up to date in all respects and I/We have not withheld any information and same shall form the basis of the loan Kerala State Industrial Development Corporation (KSIDC) may consider to me/us. KSIDC is at liberty to take any such action as it may deem fit if my/our statements are found to be untrue.

I/We confirm that the funds will be used only for the project envisaged in this application and not for any speculative/ illegal/ anti social purposes. I/We certify that that I/we have no borrowing arrangements except as indicated in the application for the unit with any bank; that no legal action has been/ is being taken against me/us. I/We confirm that I/we had no insolvency proceedings against me/us nor have I/We ever been adjudicated insolvent.

I/We further certify that as on date there are no overdues to financial institutions/banks except as indicated in the application from the undersigned, the other promoters and the Company / Companies in which I/the other promoters have interest as a promoter/ director/ partner/ proprietor. I/We further certify that there are no statutory overdues pending against me/ the other promoters/ the company or other companies except as indicated in the application in which I am/the other promoters are Director/ Directors.

I/We agree that my/our loan shall be governed by the rules of KSIDC, which may be in force from time to time. KSIDC reserves the right to reject the loan application without providing any reason.

I/We authorize KSIDC or its agents to make references and enquiries relative to the information in the application which KSIDC consider necessary.

I/We undertake to inform KSIDC regarding change in my/our residence/employment and to provide any further information that the Corporation may require.

I/we authorize KSIDC to exchange, share, or part with all the information relating to my/our loan details/repayment history / information to other branches / Banks / Financial Institutions / RBI / CIBIL / Credit Bureau / Agencies / Statutory Bodies as may be required and shall not hold KSIDC or/& its agents liable for use of this information. KSIDC reserves the right to retain the photographs & documents submitted with this application and will not return the same to the applicant/s. I/We certify that that you, your representatives, representatives of RBI, SIDBI, IDBI or any other Agency as authorized by you, may at any time inspect/ verify our assets, books of account, etc. in our factory and business premises.

For **M/s……(name of the applicant)**

Place
Date

seal

(Signature)
Managing Director

Annexures

1. List of documents to be submitted along with application form
2. Specimen Entrepreneur Data Sheet
3. Affidavit of Promoters who provide personal guarantee for the loan (pre-sanction)
4. Details to be included in the project report.

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KSIDC/Legal/SL/2024/ **…….**

M/s. ……..
……
……
…….

Dear Sirs,

Sub: Sanction of Financial Assistance

We are pleased to inform you that KSIDC have considered and approved your request for Term Loan of Rs. …… Lakhs to ……..

We are forwarding herewith our terms and conditions for the sanction of the said assistance, in duplicate.

This may be placed before your Board for acceptance and the duplicate be returned to us, duly signed, as token of your acceptance along with a copy of the relevant Board resolution, within 30 days of this letter and also complete the documentation within 90 days failing which the offer will lapse.

A draft resolution for accepting the sanction is attached for your guidance.

KSIDC's disbursement will commence only after the Company complying with all the terms and conditions of sanction attached herewith and completion of documentation, i.e., signing of loan agreement / hypothecation agreement by the Company and guarantees by the promoters and other legal documentation.

Any request for disbursement may be made along with a Chartered Accountant's certificate and a letter from a scheduled bank regarding the opening of a No-lien account, in the formats attached.

Yours faithfully,
for KERALA STATE INDUSTRIAL
DEVELOPMENT CORPORATION LIMITED

AUTHORISED SIGNATORY

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KERALA STATE INDUSTRIAL DEVELOPMENT CORPORATION LTD.

Memorandum of Terms and Conditions for sanction of Term Loan of Rs…….. lakhs for setting up ……

1. **Loan Details**

The project for which the loan has been sanctioned, the details including Cost of Project, Means of Finance and Special terms and conditions of this project are given below.

Cost of Project

Sl. No.	Particulars	Cost (Rs.Lakh)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Means of Finance

Means of Finance	Amount (Rs. Lakh)

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2. Availing of Refinance Condition

KSIDC shall be free to avail refinance from any agency and the conditions stipulated by the refinancing agency while sanctioning refinance will be applicable for this loan as additional conditions.

3. Rate of Interest

The loan shall carry interest @ …….% (Floating rate in the interest band of 8.50% to 10.50%); payable at monthly rest, as per credit rating mechanism.

4. Payment of interest on the Loan

Payment of interest on the loan will be payable on the last day of the month.

5. <u>Penal Charges</u>

Besides the normal interest, KSIDC may also levy penal charges for default in payment of interest and Principal instalments on due dates. This shall be a one-time penalty for failure to make payment against each demand, i.e., the charges shall be levied for each default and shall be charged on the next day of the date on which demand was raised.

Details of penal charges are given below:

Particulars		One time Penal charges/each default
Interest due	Upto Rs. One lakh default	Rs. 500/- plus GST
	Above Rs. 1 lakh default	Rs. 750/- plus GST
Principal Instalment	Upto Rs. One lakh default	Rs. 1,000/- plus GST
	Above Rs. 1 lakh default	Rs. 1,500/- plus GST

The penal charges as stated above shall be debited to the current account of the loanee unit as and when the default occurs. Penal charges shall be recovered first from any subsequent payments made by the borrower. KSIDC is having the right to increase or decrease the above charges with due intimation.

6. Repayment Period

The repayment of loan shall be in ……..

7. Acceleration of Repayment

The Corporation reserves its right to accelerate the installments or repayment of loan depending on the profitability of the company/availability of cash surplus.

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8. Assets Excluded from Charge

The Company will be free to raise funds from Banks or other agencies against raw materials, stock in process and finished products, but if it wants to raise funds against any other tangible movable assets, the previous written consent of the Corporation must be obtained.

9. Applicability of Kerala Revenue Recovery Act, Recovery of Debts due to Banks and Financial Institutions Act and State Financial Corporation Act

The provisions of Kerala Revenue Recovery Act, Recovery of Debts due to Banks and Financial Institutions Act and the provisions of the State Financial Corporation Act made applicable to KSIDC from time to time and as amended from time to time shall be applicable for the recovery of the loan, the interest and other dues thereon.

10. Company to agree to execute documents etc.

The Company shall execute such documents or enter into agreements with the Corporation or others as may be required in this regard.

11. Amendment of Memorandum and Articles.

The company shall undertake to amend the Memorandum and Articles of Association to the satisfaction of the Corporation, if called upon, to do so.

12. Power of Attorney

The company shall agree to power of attorney being provided by KSIDC to its lenders (Funding Agencies) authorizing them to assume all the rights of KSIDC on the happening of certain events and should confirm that it will comply with the directions from such a lender in respect of borrowing made from KSIDC.

13. Publishing of list of Defaulters

The company shall agree that in the event of default committed by it, KSIDC/The Funding Agency/RBI shall have the freedom to publish their name/names of its directors/Guarantors of the loan, in any medium, in the list of defaulters.

14. **Inspection**

The Company should allow the officers of the Corporation or its representatives to conduct periodical inspection of the works, Company's accounts etc., and that the cost in connection with such inspection shall be borne by the Company.

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15. Power to appoint concurrent Auditors

The Corporation shall have the right to appoint concurrent auditors/special auditors; wherever the Corporation deems it necessary and such auditor's fees shall be borne by the company. Where the company fails to submit two consecutive performance reports that will be deemed to be sufficient cause for KSIDC to appoint an Auditor. The scope of the audit shall be determined by the Corporation and the Auditor shall submit his report to KSIDC.

16. Secretarial Audit

KSIDC shall have the right to call on the company to conduct a Secretarial Audit by a qualified Company Secretary in Practice to ensure that the company has complied with legal requirements prescribed under various corporate laws.

17. **Company to submit copies of Agenda Notes etc**.

The Company shall submit to the Corporation and also to its Nominee Director a copy of the Agenda Notes, and Minutes of the meetings of the Board of Directors and General Body.

18. Company to submit monthly reports

The Company shall submit monthly progress reports to the Corporation regarding the implementation of the scheme and its working thereafter.

19. Power to call for repayment before agreed period

The Corporation may by notice in writing, require any company to which it has granted any loan or advance to discharge forthwith in full its liabilities to the Corporation,

a) If it appears to the Corporation that false or misleading information in any material particular was given in the application for the loan or advance; or

b) If the company has failed to comply with any of the terms of its contract with the Corporation in the matter of the loan or advance; or

c) If the Corporation has the apprehension that the company will be unable to pay its debts or that proceedings for liquidation may have to be commenced in respect thereof; or

d) If the property pledged, mortgaged, hypothecated or assigned to the Corporation as security for the loan or advance is not insured and kept insured by the company to the satisfaction of the Corporation.

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e) If the property pledged, mortgaged, hypothecated or assigned to the Corporation as security for the loan or advance, depreciates in value to such an extent that in the opinion of the Corporation, further security to the satisfaction of the Corporation should be given and such security is not given; or

f) If without the permission of the Corporation obtained in writing, any machinery, plant or other equipment, whether forming part of the security or otherwise, is removed from the premises of the company without being suitably replaced; or

g) If for any reason it is necessary to protect the interests of the Corporation.

20. Reduction of loan amount

The Corporation shall have the right to reduce the loan amount herein sanctioned without assigning reasons if such course is desired necessary by the Corporation.

21. Company not to transfer assets

The company shall not transfer/sell or otherwise dispose of any fixed assets without the prior written permission of the Corporation.

22. Cancellation of Loan

KSIDC shall have the right to cancel the loan sanctioned, at any time, if it comes to the notice of KSIDC that the loan was got sanctioned by misrepresentation or by fraud or by suppression of facts on the part of the company or promoters or any one represents the company.

23. No alteration of project

Any material alteration in the project shall not be made without prior consent of the Corporation.

24. Pre-closure Premium

a) The Borrower shall not pre-close / foreclose the loan except with and in accordance with KSIDC's prior approval in writing 30 days in advance of the intention to pre-close/ foreclose the loan stating the amount, the source and proposed date of pre-closure/ foreclose. Pre-closure / Foreclosure of loan shall carry charges @ 2% of the loan outstanding amount. No charges shall be levied if the party pre-closes / forecloses the loan from own funds. However this may be withdrawn/modified by the Corporation from time to time, without any notice.

b) Interest Rebate to Prompt Customer

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At present the Company is eligible for 0.50% interest rebate for prompt payment customers computed on a half yearly basis w.e.f 1/10/2020 in all cases under Standard Category Asset Classification as per RBI norms. However this may be withdrawn/modified by the Corporation from time to time, without any notice.

PREDISBURSEMENT CONDITIONS

Before availing financial assistance, the following should have been complied with.

25. Creation of security for the loan sanctioned i.e.

I. Exclusive first charge on ……

II. The loan shall also be secured by the personal guarantee of ……

III. The persons who provide the guarantee shall also give in affidavit a list of assets held by them together with a notarized copy of the title deeds of the landed property(ies) and copy of tax receipt on a yearly basis during the tenure of the Loan.

IV. The Borrower shall make out a good and marketable title to their properties to the satisfaction of the Lender and comply with all such formalities as may be necessary or required for the said purpose.

V. If any other institutions or Bank while sanctioning assistance subsequently, stipulate collateral securities from the promoters, as a condition for their assistance, the company and the promoters shall agree and provide proportionate collateral security to KSIDC before further disbursement.

26. Execution of undertaking by promoters

a) Unsecured loan brought in by promoters/associates for the project shall not attract any interest and shall not be withdrawn during the pendency of term loan.

b) Overrun in the project cost if any shall be met by the promoters.

c) The promoters shall execute a non-disposal of share undertaking in favour of KSIDC and shall not transfer the shares without the written consent of KSIDC.

d) The promoter directors shall not resign/ vacate their office without the permission of KSIDC; the promoter directors and the company shall execute an undertaking to this effect.

27. Grievance Redressal Officer,

Smt. V. R. Usha, Deputy General Manager, is appointed as the Grievance Redressal Officer of KSIDC, in accordance with the RBI Regulatory requirements. She will be

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the single point of contact at KSIDC for all customer grievances/complaints. She can be contacted at email id - cgro@ksidcmail.org

28. Tying up of Cost of Project

The company shall tie up the entire cost of the project and should obtain sanction letters for the balance amount of the loan.

29. Electricity allocation

The company should have obtained allocation of Electricity.

30. Promoters' Contribution

……

31. Pollution Control Clearance

The company shall obtain all necessary pollution control clearances from Government.

32. Insurance

The properties charged to the Corporation shall be insured with the Kerala State Insurance Department /any other Insurance Company for an amount as near as possible to the replacement value, against fire, riot and civil commotion risk in the joint names of the company and the Corporation as mortgager and mortgagee respectively. The company shall be bound to pay premia and obtain fresh policies at least seven days before the expiry of old policies. Any delay in renewal shall be fined at Rs. 100/- per day.

33. Statutory Registers & Books

The company shall maintain all statutory registers and books of accounts and also such books to record all receipts and payments. More particularly the company shall maintain an asset register and record therein in full detail all assets acquired for verification before every disbursement.

34. Constitution of Project Implementation Committee.

The company shall constitute project implementation committee with nominee of KSIDC to decide on all-important matters of project implementation.

35. Appointment of professionals

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The company shall appoint essential professional personnel to the satisfaction of KSIDC.

36. Appointment of Director by the Corporation.

The Corporation will have the right to appoint a Director on the Board of Directors of the company in terms of the provisions of the State Financial Corporation Act made applicable to KSIDC. A director so appointed shall take office from the date stipulated in the appointment letter and the company should have filed necessary forms with ROC within a month of the said appointment. Where the Corporation does not appoint a director or the director so appointed is unable to attend any meeting, the Corporation shall also have a right to appoint/depute an observer to attend the Board Meeting and observer's expenses for attending the meeting shall be met by the company.

37. Special Conditions

1. ……..

38. Applicability of the terms and conditions

The above terms and conditions accepted by the company will be binding on the company even if any clause herein is not included in the loan agreement to be entered into by the company with KSIDC, so long as it is not inconsistent with the said agreement.

*****

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IX. FACTORIES AND BOILERS DEPARTMENT

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Template of online application for Registration of New Boiler		
1. Owner Details	Owner Name *	
	Owner Email *	
	Owner Mobile *	
	Owner Address *	
2. Basic Details Of Boiler	Name of firm/factory where boiler is located *	
	Address of firm/factory where boiler is located*	
	Region	
	Division	
	District	
	Taluk	
	Village	
	Panchayath Corporation Municipality*	
	Survey No *	
	Type of Boiler *	
	Type of firing *	-

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3. Boiler Manufacturer Details	Boiler Maker's Name *	
	Boiler Maker's No *	
	Boiler Manufacturer Address *	
	Place of Manufacture *	
	Year of Manufacture*	
4. Maximum continuous evaporation *	**Kg/hr**	
5. Allowed Maximum Working Pressure (W.P) *	**Kg/cm^2**	
6. Details of the boiler Erector	Class of Erector/Firm *	
	Name of Erector/Firm *	
	Mobile No of Erector/Firm	
	Email of Erector/Firm	
	Erector/Firm Certificate Number	
	Erector/Firm Certificate Valid upto	

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GOVERNMENT OF KERALA

DEPARTMENT OF FACTORIES AND BOILERS

FORM V

(Regulation 381 (c))

PROVISIONAL ORDER UNDER SECTION 9 OF THE BOILERS ACT, 1923

File No :

Provisional Certificate No :

_____ Boiler House of the Factory are hereby permitted to use the Boiler having Rating : ___ square meter and bearing Registration Number - _____ at a maximum pressure of ____ kg/square cm ,pending the issue or a refusal of a Certificate within six months from __/__/____ after which period this Order will become void.

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GOVERNMENT OF KERALA

DEPARTMENT OF FACTORIES AND BOILERS

FORM VI

CERTIFICATE FOR USE OF A BOILER

(Regulation 389)

File No :

Certificate No : KLM(R)/664/2023

1. Register Number of Boiler :

2. Type of Boiler :

3. Boiler Rating :

4. Place and Year of manufacture :

5. Maximum Continuous Evaporation

6. Name of the Owner :

7. Situation of the Boiler :

8. Repairs :

9. Hydraulically tested on

I hereby certify that the above described boiler is permitted by me/the Chief Inspector under the provisions of Section 7/8 of the Indian Boiler Act, No V of 1923, to be worked at a Maximum Pressure of /square cm., for the period from to .The loading of the safety valve is not to exceed /square cm.

Inspector of Factories & Boilers

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CONDITIONS

1. No structural alteration, addition of renewal shall be made to the boiler otherwise than in accordance with Section 12 of the Act.

2. Under the provisions of Section 8 of the Act this certificate shall cease to be in force :

(a). on the expiry of the period for which it was granted; or

(b). when any accident occurs to the boiler; or

(c). when the boiler is moved the boiler not being vertical boiler the heating surface of which is less than two hundred square feet, or a portable or vehicular boiler; or

(d). when any structural alteration, addition or is made in or the boiler; or

(e). if the Chief Inspector in any particular case so directs when any structural alteration, addition or renewal is made in or to any steam-pipe attached to the boiler; or

(f). on the communication to the owner of the boiler of an order of the Chief Inspector prohibiting its use on the ground that it or any steam-pipe attached there is in dangerous condition.

Under Section 10 of the Act, when the period of the certificate relating to a boiler has expired, the owner shall, provided that he has applied before the expiry period for a renewal of a certificate he is entitled to use the boiler at the maximum pressure entered in the former certificate pending the issue of orders on the application but this shall not be deemed to authorize the use of a boiler in any of the cases refered to in clause (b), (c), (d), (e) and (f) of sub-section (1) of Section 8 occurring after the expiry of the period of the certificate

3. The boiler shall not used at a pressure greater than the pressure entered in the certificate as the maximum pressure nor with the safety valve set to a pressure exceeding such maximum pressure

4. The boiler shall not be used otherwise than in a condition which the owner reasonably believes to be compatible with safe working.

Note : The particulars and dimensions regarding this boiler may be obtained by the Owner on payment in the prescribed manner on application to the Chief Inspector.

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TEMPLATE OF ONLINE APPLICATION FOR BOILER REGISTRATION RENEWAL

Breakdown Repair / Renewal		**No of months for renewal required ***
Form B1		
Registration Number		**Expiry Date of Form VI**
Name of the Boiler Owner		**Name of firm/factory where boiler is located**
Boiler Owner Address		**Address of firm/factory where boiler is located**
Date of Inspection desirable *		**Description of the boiler**
Date of Registration		**Age of Boiler**
Total hours operated till last inspection		**Hours operated after last inspection ***
Class of Erector *	---	**Name of Erector ***
Boiler Operation Temperature		
RLA Details (Fill only if required)		
Name of the firm conducting RLA Study		**Address**
Email		**Mobile**

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TEMPLATE OF ONLINE APPLICATION FOR BOILER REGISTRATION RENEWAL

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DEPARTMENT OF FACTORIES AND BOILERS

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GOVERNMENT OF KERALA

DEPARTMENT OF FACTORIES AND BOILERS

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9. Hydraulically tested on

I hereby certify that the above described boiler is permitted by me/the Chief Inspector under the provisions of Section 7/8 of the Indian Boiler Act, No V of 1923, to be worked at a Maximum Pressure of /square cm., for the period from to .The loading of the safety valve is not to exceed /square cm.

Inspector of Factories & Boilers

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CONDITIONS

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2. Under the provisions of Section 8 of the Act this certificate shall cease to be in force :

(a). on the expiry of the period for which it was granted; or

(b). when any accident occurs to the boiler; or

(c). when the boiler is moved the boiler not being vertical boiler the heating surface of which is less than two hundred square feet, or a portable or vehicular boiler; or

(d). when any structural alteration, addition or is made in or the boiler; or

(e). if the Chief Inspector in any particular case so directs when any structural alteration, addition or renewal is made in or to any steam-pipe attached to the boiler; or

(f). on the communication to the owner of the boiler of an order of the Chief Inspector prohibiting its use on the ground that it or any steam-pipe attached there is in dangerous condition.

Under Section 10 of the Act, when the period of the certificate relating to a boiler has expired, the owner shall, provided that he has applied before the expiry period for a renewal of a certificate he is entitled to use the boiler at the maximum pressure entered in the former certificate pending the issue of orders on the application but this shall not be deemed to authorize the use of a boiler in any of the cases refered to in clause (b), (c), (d), (e) and (f) of sub-section (1) of Section 8 occurring after the expiry of the period of the certificate

3. The boiler shall not used at a pressure greater than the pressure entered in the certificate as the maximum pressure nor with the safety valve set to a pressure exceeding such maximum pressure

4. The boiler shall not be used otherwise than in a condition which the owner reasonably believes to be compatible with safe working.

Note : The particulars and dimensions regarding this boiler may be obtained by the Owner on payment in the prescribed manner on application to the Chief Inspector.

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TEMPLATE FOR ONLINE APPLICATION FOR REGISTARTION AS MANUFACTURER OF BOILERS/BOILER MOUNTINGS/BOILER ACCESSORIES

Boiler Manufacturer Registration Number *			
Name of manufacturer (Factory Occupier)*		**Permanent address***	
Name and address of Organization*		**Department of Factories and Boilers License No.***	
Do you possess a Repairer/Erector Certificate under IBR* (If yes attach copy)	Yes No		
Proposed scope of work * (Attach details)			
DETAILS OF FACILITIES AVAILABLE (Attach details)			
1.Welding Machine	Yes No	**2.Plate bending machine**	Yes No
3.Pipe bending machine	Yes No	**4.Tube Flaring machine**	Yes No
5.Lifting Machines & Lifting tackles	Yes No	**6.Hydraulic test pumps**	Yes No
7.Mechanical/Chemical properties testing Lab.	Yes No	**8.Heat treatment facility**	Yes No
9.Drilling Machine	Yes No	**10.Hand Tools**	Yes No

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GOVERNMENT OF KERALA

DEPARTMENT OF FACTORIES AND BOILERS

From

Director of Factories & Boilers,

Suraksha Bhavan,Kumarapuram,

Thiruvananthapuram-695011

Kerala

To

Reg.No. :

Dear Sir/Madam,

Sub: Grant of permission as the manufacturer of Boiler(Pressure upto kg./cm2), under IBR,1950.

Ref: Your online application dated on the subject noted above.

This shall be valid from to

You are, here by allowed to undertake the fabrication of Boiler(Pressure upto kg./cm2) under Indian Boiler

Regulations,1950 on the following terms and conditions as applicable:-

1. That you will get the design and drawing to be fabricated approved from this Inspectorate along with requisite fee.

2. That you will submit the design pressure calculations along with heating surface detail of boiler along with

mountings & fittings etc.

3. That you will submit the calculations regarding volumetric capacity.

4. That material so procured for the manufacturing of boiler to be offered for identification along with material test

certificates.

5. That you will follow the stages of inspection during constructions/manufacturing as stipulated in the Indian Boiler

Regulations, 1950 & amendments.

6. That you will offer the boiler/boiler Mountings/boiler accessories for final inspection and hydraulic test for

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acceptance.

7. That you will submit the Maker's Test Certificates duty prepared for counter signatures of the Inspecting Authority

as per IBR.

8. That you will maintain the record of items manufactured for at least 10 years.

9. If the manufacturing/construction of boiler/boiler Mountings/boiler accessories is found to be not in accordance with

the requirement of IBR at any stage, the permission will be revoked.

DIRECTOR OF FACTORIES AND BOILERS

Place

Date

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FORM 2

[Prescribed under Rule 4 and 12]

Application for Factory License

Renewal For the Year :

1. Application for : New license
2. (a) Applicant's name :

   (b) (i) Whether factory already registered

   (ii)Permit No.

   (iii) Registration Number.

   (iv)Year Of Registration.
3. Full name and postal address of the factory

   (a) Name of the Factory :

   (b) Address :

   (c) Panchayat/Muncipilaty/Corporation :

   (d) Survey No :

   (e) Village :

   (f) Taluk :

   (f) District :
4. (a) Nearest Police Station – distance

   (b) Nearest Railway Station – distance

   (c) Nearest Public Hospital – distance
5. Full name and residential address of the persons who shall be the Manager of the factory for the purpose of the Act. :
6. Full name and residential address of the occupier and his designation e.g. Director, Partner, Proprietor :

   Or

   (d) Any other (specify)
7. Full name and address of the owner of the premises of building (including the precints thereof) referred to in Section 93. :
8. Whether the Ren/Amd/Tran is on the basis of Lease :
9. Whether the Ren/Amd/Tran is on the basis of Consent :
10. Please furnish reference number (s) of and date(s) of approval(s) of the plans of site and building and for disposal of trade wastes and effluents of trade wastes and effluentsby the concerned authorities

    (i) State Govt.
    (ii) Local Authority
    (iii) Chief Inspector
    (iv) Pollution Control Board
    (v) Other Concerned authority (Specify)
11. (a) Nature of manufacturing processes to be carried out in the factory

    (b) In case of application for amendment, indicate manufacturing processes carried

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out previously

12. Names and quantities of raw materials used, intermediate products and principal finished products during the last twelve months (in case of factories already in existence)

13. Number of workers employed in the factory)	Employed in the last 12 months	Proposed to be employed in next 12 months.
(a) Maximum Number		
(b) Number ordinarily employed		
14. Nature & total amount of power	Power	Stand By.
(a) Installed		
(b) Proposed to be installed		
(c) Proposed to be Deleted		
(d) Total amount of power		

13. Fees paid (E-Payment) : 1. Amount :
(in words)
Cheque No.
Date
Drawn on

Fees paid (Bank Chalan) :

Date 1. Signature of manager

Date 2. Signature of occupier

Notes 1. If power is not used at the time of filling up this form, but introduced later, the fact should be communicated to the Chief Inspector of Factories, immediately.

2. The term 'Ordinary employed' would mean the total number of workers working in all the shifts which should be over 50% of the working days in the factory.

3. As per rule 7(4)(c) of Kerala Factory Rules, If the applicant obtained licence by fraud or misrepresentation competent authorities can refuse and reject the application and legal action will be initiated.

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GOVERNMENT OF KERALA

DEPARTMENT OF FACTORIES AND BOILERS

Form-4 (Prescribed under Rule 5)

License is hereby granted to Shri/Smt. .....(.....) for the premises detailed hereunder for the use as a factory within the limits specified in the Permit (s) and for the manufacturing process stated herein after subject to the provision of the Factories Act 1948 and the Kerala Factories Rules 1957.

The license shall remain in force till the of

1.	Registration No		5.	Permit No & Date	
2.	Name & Address of the Factory		6.	Name of the Region	
3.	Registration Date		7.	Name of the Division	
4.	Details of the premises		8.	Manufacturing Process & NIC Code	
	Panchayat				
	Village				
	Survey No				
	Taluk				
	District				

Place :

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(Issued under Rule 5, renewed under Rule 7)

License Details

Calendar Year	No. of Workers	Power	Fees	Additional Fee	Excess Fee	Remittance Date	Renewed Date	Sign of Official

Amendment Details

Factory Name	No. of Workers	Power(KW)	Fees	Additional Fee	Remittance Date	Amendment Year	Amendment Date	Sign of Official

Transfer Details

Transferred From	Transferred To	Transfer Fee	Remittance Date	Year of Transfer	Transfer Date	Sign of Official

(License Renewal application for should be submitted on or before ..)

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FORM 2

[Prescribed under Rule 4 and 12]

Application for Renewal of License

	Renewal For the Year	:	
1.	Application for	:	Renewal of License
2.	(a) Applicant's name	:	
	(b) (i) Whether factory already registered		
	(ii)Permit No.		
	(iii) Registration Number.		
	(iv)Year Of Registration.		
3.	Full name and postal address of the factory		
	(a) Name of the Factory	:	
	(b) Address	:	
	(c) Panchayat/Muncipilaty/Corporation	:	municipality
	(d) Survey No	:	
	(e) Village	:	
	(f) Taluk	:	
	(f) District	:	
4	(a) Nearest Police Station – distance		
	(b) Nearest Railway Station – distance		
	(c) Nearest Public Hospital – distance		
5.	Full name and residential address of the persons who shall be the Manager of the factory for the purpose of the Act.	:	
6.	Full name and residential address of the occupier and his designation e.g. Director, Partner, Proprietor	:	
	Or		
	(d) Any other (specify)		
7.	Full name and address of the owner of the premises of building (including the precints thereof) referred to in Section 93.	:	
8.	Whether the Ren/Amd/Tran is on the basis of Lease	:	
9.	Whether the Ren/Amd/Tran is on the basis of Consent	:	
10.	Please furnish reference number (s) of and date(s) of approval(s) of the plans of site and building and for disposal of trade wastes and effluents of trade wastes and effluentsby the concerned authorities		(i) State Govt. (ii) Local Authority (iii) Chief Inspector (iv) Pollution Control Board (v) Other Concerned authority (Specify)
11.	(a) Nature of manufacturing processes to be carried out in the factory		
	(b) In case of application for amendment, indicate manufacturing processes carried		

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out previously

12. Names and quantities of raw materials used, intermediate products and principal finished products during the last twelve months (in case of factories already in existence)			
13. Number of workers employed in the factory)		Employed in the last 12 months	Proposed to be employed in next 12 months.
(a) Maximum Number			
(b) Number ordinarily employed			
14. Nature & total amount of power		Power	Stand By.
(a) Installed			
(b) Proposed to be installed			
(c) Proposed to be Deleted			
(d) Total amount of power			
13. Fees paid (E-Payment)	:	1.Amount : (in words) Cheque No. Date Drawn on	
Fees paid (Bank Chalan)	:		

Date 1. Signature of manager

Date 2. Signature of occupier

Notes 1. If power is not used at the time of filling up this form, but introduced later, the fact should be communicated to the Chief Inspector of Factories, immediately.

2. The term ‘Ordinary employed’ would mean the total number of workers working in all the shifts which should be over 50% of the working days in the factory.

3.As per rule 7(4)(c) of Kerala Factory Rules, If the applicant obtained licence by fraud or misrepresentation competent authorities can refuse and reject the application and legal action will be initiated.

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GOVERNMENT OF KERALA

DEPARTMENT OF FACTORIES AND BOILERS

Form-4 (Prescribed under Rule 5)

License is hereby granted to Shri/Smt. .....(.....) for the premises detailed hereunder for the use as a factory within the limits specified in the Permit (s) and for the manufacturing process stated herein after subject to the provision of the Factories Act 1948 and the Kerala Factories Rules 1957.

The license shall remain in force till the

1.	Registration No		5.	Permit No & Date	
2.	Name & Address of the Factory		6.	Name of the Region	
3.	Registration Date		7.	Name of the Division	
4.	Details of the premises		8.	Manufacturing Process & NIC Code	
	Panchayat				
	Village				
	Survey No				
	Taluk				
	District				

Place :

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(Issued under Rule 5, renewed under Rule 7)

License Details

Calendar Year	No. of Workers	Power	Fees	Additional Fee	Excess Fee	Remittance Date	Renewed Date	Sign of Official

Amendment Details

Factory Name	No. of Workers	Power(KW)	Fees	Additional Fee	Remittance Date	Amendment Year	Amendment Date	Sign of Official

Transfer Details

Transferred From	Transferred To	Transfer Fee	Remittance Date	Year of Transfer	Transfer Date	Sign of Official

(License Renewal application fo. should be submitted on or before)

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FORM 1

[Prescribed under Rule 3]

APPLICATION FOR PERMISSION TO CONSTRUCT, EXTENT OR TAKE INTO USE ANY BUILDING AS A FACTORY

1. Application for
   (a) constructing of a new building :
   (b) extending an existing building :
   (c) taking into use any building as a factory :

2.Applicant's name and address :

3.Full name and postal address of the factory
   (a) Name :
   (b) Address :
   (Town or village/Dist./Pin.Code No.)

4.Please indicate also following details -

(a) Nearest Police Station – distance :

(b) Nearest Railway Station – distance :

(c) Nearest Public Hospital – distance :

5.(a) Whether already registered as factory :

   (b) If yes, (1) Registration No. :
   (2) Licence No. :
   (3) Date of renewal of licence. :

   (c) Does it fall in hazardous category under Section 2(cb) :

   (d) If so, has site been approved U/s 41A? :

   (e) Is so, date of approval :

6. Particulars of plant to be installed :

   * To be enclosed only if the site has not been appraised in terms of Section 41A.

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7. Enclosures :

(a) Flow chart of the manufacturing process :

(b) Brief description of the process in its various stages. :

(c) Plan, in triplicate, drawn to scale Showing

(i) the site of the factory and immediate surroundings including adjacent buildings and other structures, roads, drains etc. :

(ii) the plan, elevation and necessary cross-sections of the various building indicating all relevant details relating to natural lighting, ventilation and means of escape in case of fire. The plans shall also clearly indicate the position of the plant and machinery, aisles and passage-ways. :

(d) Such other particulars as required by the Chief Inspector at the time of submission of the application. :

Signature of applicant :

Name of applicant (In block letters) :

Telephone number :

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OFFICE OF THE DIRECTOR, FACTORIES & BOILERS
THIRUVANANTHAPURAM

Factory Plan Approval Order

Section 6(1) of Factories Act 1948, Rule-3 of Kerala Factories Rules 1951

Order No. Dated

Permit No:

1.	Factory Name & Address	::			
2.	Occupier Name & Address	::			
3.	New/Modification of the existing	::			
4.	If Existing,	::			
	a)Registration No	::			
	b)Permit No & Dated	::			
	c)Office	::			
5.	Area	::			
	a)Existing	::			
	b)Proposed	::			
	c)Deletion	::			
	d)Total	::			
6.	Workers	::	Male	Female	Total
	a)Existing	::			
	b)Proposed	::			
	c)Deletion	::			
	c)Total	::			

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7. Manufacturing Process with NIC ::
8. Power ::
    a)Existing ::
    b)Proposed ::
    c)Deletion ::
    d)Total ::
9. Factory Location ::
    a)District ::
    b)Taluk ::
    c)Village ::
    d)Survey No ::
    e)Panchayat/Municipality/Corporation ::

Following conditions should be satisfied before starting the manufacturing process. In addition to this, permit is valid in accordance to the directions given by the factory inspector after inspection.

1. Validity of the permit is one year from the date of approval.
2. If the construction of factory is not completed during the specified period, the permit has to be revalidate.
3. Construction of building for the factory shall be done in accordance with the plan approved vide the above permit. If any change is required, new plan shall be got approved. Application for factory license can be submitted only after getting such approval.
4. According to Kerala Factories Rule 3(4)factory manager/occupier shall submit a Stability Certificate in Form No.3 along with the application for license to this office. Original Certificate shall be submitted to the concerned Inspector. (Validity period of Stability Certificate is 5 Years)
5. As per Rule 4 and 5 of Kerala Factories Rules manufacturing process shall be carried on only after getting the Factory License.

Director of Factories & Boilers
Thiruvananthapuram

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FORM 2

[Prescribed under Rule 4 and 12]

Application for Amendment of License

Amendent For the Year :

1. Application for : Amendment of License
2. (a) Applicant's name
3. (b)(i) Whether factory already registered
   (ii)Permit No.
   (iii) Registration Number.
   (iv)Year Of Registration.
3. Full name and postal address of the factory
   (a) Name of the Factory :
   (b) Address
   (c) Panchayat/Muncipilaty/Corporation :
   (d) Survey No :
   (e) Village :
   (f) Taluk :
   (f) District :
4. (a) Nearest Police Station – distance
   (b) Nearest Railway Station – distance
   (c) Nearest Public Hospital – distance
5. Full name and residential address of the persons who shall be the Manager of the factory for the purpose of the Act. :
6. Full name and residential address of the occupier and his designation e.g. Director, Partner, Proprietor :
   Or
   (d) Any other (specify)
7. Full name and address of the owner of the: premises of building (including the precints thereof) referred to in Section 93.

8.Whether the Ren/Amd/Tran is on the basis: of Lease

9.Whether the Ren/Amd/Tran is on the basis: of Consent

10.Please furnish reference number (s) of and date(s) of approval(s) of the plans of site and building and for disposal of trade wastes and effluents of trade wastes and effluentsby the concerned authorities	Authority	Details
	(i) State Govt.	
	(ii) Local Authority	
	(iii) Chief Inspector	
	(iv) Pollution Control Board	
	(v) Other Concerned authority (Specify)	

11.(a) Nature of manufacturing processes to be carried out in the factory

(b) In case of application for amendment,

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indicate manufacturing processes carried out previously			
12.Names and quantities of raw materials used, intermediate products and principal finished products during the last twelve months (in case of factories already in existence)			
13.Number of workers employed in the factory)		Employed in the last 12 months	Proposed to be employed in next 12 months.
(a) Maximum Number			
(b) Number ordinarily employed			
14.Nature & total amount of power		Power	Stand By.
(a) Installed			
(b) Proposed to be installed			
(c) Proposed to be Deleted			
(d) Total amount of power			
13.Fees paid (E-Payment)	:	1.Amount :	(in figures) (in words)
		Cheque No. Date Drawn	
Fees paid (Bank Chalan)	:		

Date 1. Signature of manager

Date 2. Signature of occupier

Notes 1. If power is not used at the time of filling up this form, but introduced later, the fact should be communicated to the Chief Inspector of Factories, immediately.

2. The term 'Ordinary employed' would mean the total number of workers working in all the shifts which should be over 50% of the working days in the factory.

3.As per rule 7(4)(c) of Kerala Factory Rules, If the applicant obtained licence by fraud or misrepresentation competent authorities can refuse and reject the application and legal action will be initiated.

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GOVERNMENT OF KERALA

DEPARTMENT OF FACTORIES AND BOILERS

Form-4 (Prescribed under Rule 5)

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The license shall remain in force till the . day of

1.	Registration No		5.	Permit No & Date	
2.	Name & Address of the Factory		6.	Name of the Region	
3.	Registration Date		7.	Name of the Division	
4.	Details of the premises		8.	Manufacturing Process & NIC Code	
	Panchayat				
	Village				
	Survey No				
	Taluk				
	District				

Place :

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(Issued under Rule 5, renewed under Rule 7)

License Details

Calendar Year	No. of Workers	Power	Fees	Additional Fee	Excess Fee	Remittance Date	Renewed Date	Sign of Official

Amendment Details

Factory Name	No. of Workers	Power(KW)	Fees	Additional Fee	Remittance Date	Amendment Year	Amendment Date	Sign of Official

Transfer Details

Transferred From	Transferred To	Transfer Fee	Remittance Date	Year of Transfer	Transfer Date	Sign of Official

(License Renewal application for ` should be submitted on or before

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FORM 2

[Prescribed under Rule 4 and 12]

Application for Transfer of License

Transfer For the Year :

1. Application for : Transfer of License
2. (a) Applicant's name
   (b) (i) Whether factory already registered
   (ii)Permit No.
   (iii) Registration Number.
   (iv)Year Of Registration.
3. Full name and postal address of the factory
   (a) Name of the Factory :
   (b) Address
   (c) Panchayat/Muncipilaty/Corporation :
   (d) Survey No :
   (e) Village :
   (f) Taluk :
   (f) District :
4. (a) Nearest Police Station – distance
   (b) Nearest Railway Station – distance
   (c) Nearest Public Hospital – distance
5. Full name and residential address of the persons who shall be the Manager of the factory for the purpose of the Act. :
6. Full name and residential address of the occupier and his designation e.g. Director, Partner, Proprietor :
   Or
   (d) Any other (specify)
7. Full name and address of the owner of the premises of building (including the precints thereof) referred to in Section 93. :
8. Whether the Ren/Amd/Tran is on the basis of Lease :
9. Whether the Ren/Amd/Tran is on the basis of Consent :
10. Please furnish reference number (s) of and date(s) of approval(s) of the plans of site and building and for disposal of trade wastes and effluents of trade wastes and effluentsby the concerned authorities

Authority	Details
(i) State Govt.	
(ii) Local Authority	
(iii) Chief Inspector	
(iv) Pollution Control Board	
(v) Other Concerned authority (Specify)	

11. (a) Nature of manufacturing processes to be carried out in the factory
    (b) In case of application for amendment,

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indicate manufacturing processes carried out previously			
12. Names and quantities of raw materials used, intermediate products and principal finished products during the last twelve months (in case of factories already in existence)			
13. Number of workers employed in the factory)		Employed in the last 12 months	Proposed to be employed in next 12 months.
(a) Maximum Number			
(b) Number ordinarily employed			
14. Nature & total amount of power		Power	Stand By.
(a) Installed			
(b) Proposed to be installed			
(c) Proposed to be Deleted			
(d) Total amount of power			
13. Fees paid (E-Payment)	:	1.Amount :	(in figures) (in words)
		Cheque No. Date Drawn	
Fees paid (Bank Chalan)	:		

Date 1. Signature of manager

Date 2. Signature of occupier

Notes 1. If power is not used at the time of filling up this form, but introduced later, the fact should be communicated to the Chief Inspector of Factories, immediately.

2. The term ‘Ordinary employed’ would mean the total number of workers working in all the shifts which should be over 50% of the working days in the factory.

3.As per rule 7(4)(c) of Kerala Factory Rules, If the applicant obtained licence by fraud or misrepresentation competent authorities can refuse and reject the application and legal action will be initiated.

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GOVERNMENT OF KERALA

DEPARTMENT OF FACTORIES AND BOILERS

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The license shall remain in force till the day of .

1.	Registration No		5.	Permit No & Date	
2.	Name & Address of the Factory		6.	Name of the Region	
3.	Registration Date		7.	Name of the Division	
4.	Details of the premises		8.	Manufacturing Process & NIC Code	
	Panchayat				
	Village				
	Survey No				
	Taluk				
	District				

Place :

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(Issued under Rule 5, renewed under Rule 7)

License Details

Calendar Year	No. of Workers	Power	Fees	Additional Fee	Excess Fee	Remittance Date	Renewed Date	Sign of Official

Amendment Details

Factory Name	No. of Workers	Power(KW)	Fees	Additional Fee	Remittance Date	Amendment Year	Amendment Date	Sign of Official

Transfer Details

Transferred From	Transferred To	Transfer Fee	Remittance Date	Year of Transfer	Transfer Date	Sign of Official

(License Renewal application for should be submitted on or before)

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FORM 32

[Prescribed under Rule 127 (3) 1]

DETAILS OF CLOSURE

1. Reg.No :
2. Name and address of the factory :

3. Name of occupier :
4. Name of section or department which has closed (If the whole factory has closed please write “Total closure”) :
5. Date of closure :
6. Reason for closure :
7. Type Of Closure :
8. Probable period of closure :
9. Intended date of re-opening :
10. No. of workers on the register or part of factory which is closed on the date of closure :
11. No. of workers affected by the closure :
12. Information required as per the provisions of sub-rule(3) of rule 127 in respect of chemicals stored (add separate sheet) :

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Online Template for Removal Order

കേരളാ ഫാക്ടറീസ് ആന്റ് ബോയിലേഴ്സ് ഡയറക്ടറുടെ നടപടിക്രമ ഉത്തരവ്

ഹാജർ:

സ്ഥലം :

തീയതി :

വിഷയം : – ഫാക്ടറിയുടെ രജിസ്ട്രേഷൻ റദ്ദുചെയ്ത് പേര് രജിസ്റ്ററിൽ നിന്നും നീക്കം ചെയ്യുന്നത് സംബന്ധിച്ച് പുറപ്പെടുവിക്കുന്ന ഉത്തരവ്

പരാമർശം:– 1. ..... ഫാക്ടറീസ് & ബോയിലേഴ്സ് ജോയിന്റ് ഡയറക്ടറുടെ കത്ത് നമ്പർ. ..... തീയതി: .....

2. ..... ഫാക്ടറീസ് & ബോയിലേഴ്സ് ഇൻസ്പെക്ടറുടെ കത്ത് നമ്പർ: ..... തീയതി : .....

ഉത്തരവ് നമ്പർ /F&B/കെ.ഡിസ്. തീയതി :

1948 ഫാക്ടറീസ് നിയമത്തിലെ 2(m)/85(1) വകുപ്പനുസരിച്ച് രജിസ്റ്റർ ചെയ്തിരുന്ന താഴെപറയുന്ന ഫാക്ടറിയുടെ രജിസ്ട്രേഷൻ അതിനെതിരെ കാണിച്ചിരിക്കുന്ന കാരണത്താൽ റദ്ദുചെയ്യുകയും പേര് രജിസ്റ്ററിൽ നിന്നും നീക്കം ചെയ്തുകൊണ്ട് ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു.

രജിസ്റ്റർ നമ്പർ	പേരും മേൽ വിലാസവും	പവർ കിലോവാട്ട്	ജോലിക്കാർ	രജിസ്ട്രേഷൻ റദ്ദുചെയ്യൽ നിലവിൽ വന്ന തീയതി	കാരണം
1	2	3	4	5	6

ഫാക്ടറീസ് & ബോയിലേഴ്സ് ഡയറക്ടർ

സ്വീകർത്താവ്

പകർപ്പ്:

1. സ്റ്റാറ്റിസ്റ്റിക്സ് വിഭാഗം, ഫാക്ടറീസ് & ബോയിലേഴ്സ് ഡയറക്ടറേറ്റ്
2. ജോയിന്റ് ഡയറക്ടർ ഓഫ് ഫാക്ടറീസ് & ബോയിലേഴ്സ്, ...
3. ഇൻസ്പെക്ടർ ഓഫ് ഫാക്ടറീസ് & ബോയിലേഴ്സ്, ...
4. സ്റ്റോക്ക് ഫയൽ

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Online Template for Suspension Order

PROCEEDINGS OF THE DIRECTOR OF FACTORIES & BOILERS, KERALA, THIRUVANANTHAPURAM

PRESENT:

Sub- Factories Act 1948 and Kerala Factories Rules 1957- Suspension of the Factory License - ---------- - (----------) Order issued

Order No. ----------Dated ----------

Read:- 1. Online application through FABOS from the occupier on ……

2. Remarks in FABOS of the Inspector of Factories and Boilers Grade I/II, …….

3. Remarks in FABOS of Joint Director of Factories & Boilers, --------

ORDER

Whereas the Factory Management, vide read as 1st above has informed through report of closure in Form No. 32 that the factory bearing Register No. ……
is lying closed from …….. The license of the factory is renewed upto ……..
The Management has now requested to suspend the factory license for …….
years. Hence Inspector of Factories and Boilers Grade I/II, ……. vide letter
read as 2nd above has recommended to suspend the license from ……

Whereas I am satisfied from the reports and particulars furnished by the Inspector of Factories and Boilers Grade I/II, …… and Joint Director of Factories and Boilers, …… vide their remarks read as second and third above, and therefore in exercise of the powers conferred on me under Rule 12 D of the Kerala Factories (Amendment) Rules 2001, the said license is suspended from ……. (year) subject to the following conditions.

1 No manufacturing process shall be carried out in the said factory during the period of suspension of lice[illegible]nless this order is revoked by the undersigned.

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2 License fee is not payable for the suspended period

3 The licensee shall be liable to pay license fee, as per Rules, for the entire period of suspension of the license, if the factory works even for a day during the period of suspension of the license. In such cases, the validity of this order gets automatically cancelled and the licensee will be proceeded against for violating the provisions of Act and Rules framed in this regard.

4 The licensee may at any time make a request to the Joint Director of Factories and Boilers through the Inspector of Factories and Boilers Grade I/II,, ... to revoke the Order of suspension issued herein and after
getting the revoking order submit an application in the prescribed format for the renewal of license to the Renewing Authority at least 15 days before the opening of the factory, through online renewal(equivalent to the full amount of the license fee as applicable for the grant of license and 10% excess of the fee ordinarily payable)

5 The licensee shall make separate request, if he so desire (through the Inspector of Factories and Boilers Grade I/II,, ... Division before the expiry of the period of suspension ordered herein) for extending the validity of this order.

6 Director of Factories and Boilers reserves the right to cancel the order or add/amend/revise any or all conditions stipulated above.

DIRECTOR OF FACTORIES & BOILERS

To

1 Sri./Smt----------

2 Joint Director of Factories and Boilers,..... - He will take action to renew the license immediately, on receipt of the order from Director of Factories and Boilers revoking the suspension of license.

3 Inspector of Factories and Boilers Grade I/II, ----------

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Online Template for Suspension Extension Order

PROCEEDINGS OF THE DIRECTOR OF FACTORIES & BOILERS
THIRUVANANTHAPURAM
PRESENT :

Subject:- Extension of period of suspension of the Factory License – ..... - .... – Order issued

Order No..... ..... Dated : .....

Read : 1. Order No..... Dated ..... of the undersigned
2. Application dated ..... from the Factory Management
3. Remarks in FABOS of Inspector of Factories & Boilers Grade I/II, ...
4. Remarks in FABOS of Joint Director of Factories & Boilers, ...

ORDER

As per the order read first paper above, the license of the factory, ... bearing Register No. ..... was suspended from .... *The order was later extended by the undersigned as follows.

1. From ..... vide order No. .....
2. From .....vide order No.....

Based on the application received from the factory management as per the read second above the Inspector of Factories & Boilers Grade I/II, ... and Joint Director of Factories & Boilers, ... have recommended to extend the suspension of the factory for a further period of ..... year/years till ..... as per the read (3) & (4) respectively.

In this circumstance, the suspension period of the above factory is extended for a period of ..... year/years till ..... subject to the same conditions as already stipulated in the order read as first paper above.

DIRECTOR OF FACTORIES AND BOILERS

To

1. Name & Address of the factory occupier
2. Joint Director of Factories & Boilers, ... – He will take action to renew the license, immediately, on receipt of the order from Director of Factories & Boilers revoking the suspension of license
3. Inspector of Factories & Boilers Grade I/II, ...

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Online template for Application For Revoking of Suspension of Licence to a Factory

Registration No.

Factory Name :

Address :

Occupier Name :

Occupier Address :

License Renewed upto …...(Year)

Suspended from ……...(Date)

Suspended to ……...(Date)

Order Date ……...

Order No. ……...

Intended day of reopening ……...(Date)

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Online Template for Suspension Revoking Order

PROCEEDINGS OF THE DIRECTOR OF FACTORIES & BOILERS, KERALA, THIRUVANANTHAPURAM
PRESENT:

Sub- Suspension is revoked and sanction is given to renew the license–
..... – ..... - Orders issued

Order No. ----------Dated ----------

Read:- 1. Order No. –-- --- R .Dis. dated --------- of the undersigned
2. Application dated --------- from the factory management
3. Remarks in FABOS of the Joint Director of Factories & Boilers, -------
4. Remarks in FABOS of the Inspector of Factories & Boilers Grade I/II -- --

ORDER

As per the order read as 1st paper above, the license of the factory named ..... bearing Register number ..... was suspended upto ----------

The factory management has now intended to reopen the factory from –------ and requested to revoke the suspension vide application read as 2nd above. The Joint Director of Factories & Boilers, --- --- and Inspector of Factories & Boilers Grade I/II ..... have recommended for the same vide read as 3rd and 4th above.

Considering the application received from the factory management, it is ordered by authorizing the Renewing Authority to renew the license of this factory from ..... as per law. An additional fee of 10% will be levied in addition to the license renewal fee for the current year as per rule 12 D of the Kerala Factories Rules, 1957.

DIRECTOR OF FACTORIES & BOILERS

To
Joint Director of Factories and Boilers, ----------

Copy to:
1. The Inspector of Factories & Boilers Grade I/II, ----------
2. Name and Address of Occupier

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Form of Application for Grant of Certificate of Competency to a Person under Sub-Rule (1) Of Rule 2A

1 Name :

2 Date of Birth :

3 Name of the Organization (if not self-employed)

4 Designation :

5 Educational qualification: (copies of testimonials to be attached) :

6 Details of professional experience (in Chronological order)

Name of the organization	Period of Service	Designation	Area of Responsibility

7 Membership if any, professional bodies :

8 (i) Details of facilities(examination, testing etc.) at his disposal :

(ii) Arrangements for calibrating and maintaining the accuracy of these facilities :

9 Purpose of which competency certificate is sought (section or sections of the Act should be stated) :

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10	Whether the applicant has been declared as competent: person under any statue (if so, the details)	
11	Any other relevant information	:

Declaration by the applicant

I.....hereby declare that the information furnished above is true. I undertake

a that in the event of any change in the facilities at my disposal (either addition or deletion) or my leaving the aforesaid organization, I will promptly inform the Chief Inspector ;

b to maintain the facilities in good working order, calibrated periodically as per manufacturer ’s instructions or as per National Standards ; and

c to fulfill and abide by all the conditions stipulated in the certificates of competency and instructions issued by the Chief Inspector from time to time.

Place :

Date : Signature of the applicant.

Declaration by the Institution (If Employed)

I,..... certify that Shri.....whose details are furnished above, is

in our employment and nominate him on behalf of the organization for the purpose of being declared as a Competent Person under the Act. I also undertake that I will-

a notify the Chief Inspector in case the Competent Person leaves out employment;

b provide and maintain in good order all facilities at his disposal as mentioned above;

c notify the Chief Inspector any change in the facilities(either addition or deletion)

Place : Signature

Name and designation,

Date. : Office Seal Tel No.

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DEPARTMENT OF FACTORIES AND BOILERS

CERTIFICATE OF COMPETENCY ISSUSED TO PERSON

[Rule 2A under section 2(ca)]

Regn.No.

I,The Director of Factories & Boiler in exercise of the power conferred on me under Section 2(ca) of the Factories Act, 1948 and the rule made thereunder,hereby recognize Shri/Smt. _____ to be a Draftsman-A (eligible for any area) for the purpose of preparation of factory building plans and other structural drawings under Section 6 & 112 Factories Act, 1948 and Rule 3(2)(b)(iii), Kerala Factories Rule 1957 made thereunder.

This certificate is valid from __-__-20__ to __-__-20__ and the draftsman shall have jurisdiction over the State of Kerala.

This certificate is issued subject to the condition stipulated hereunder:-

Conditions:-

(i) The registered draftsman shall affix his/her digital signature certificate as uploaded in the registration portal in all drawings prepared by him/her for submission to the Department of Factories and Boilers

(ii) If it comes to the notice of the Chief Inspector of Factories & Boilers that the draftsman has not conducted site verification in person for the purpose of preparation of plans, his/her certificate shall be liable to be cancelled without any notice.

(iii) If it comes to the notice of the Chief Inspector of Factories & Boilers that any documents,records or plans submitted for the grant of permit is fabricated or manipulated, his/her certificate shall be cancelled and he/she will be debarred from obtaining the certificate in future.

(iv) The total number of plans submitted for the permit application must be restricted to five.

The plans should contain site plan, building plan, elevation and cross section, machinery layout, fire protection layout, worker distribution, rain water harvesting and septic tank with soak pit.

(v) Record of the daily work done by the draftsman should be maintained in the logbook, incorporating there in the details regarding the work done.

(vi) The application for renewal shall be made thirty days before the expiry of validity of this certificate.

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(vii) If any of the above conditions are violated, the Director of Factories and Boilers, Kerala reserves the right to revoke and amend this order any time during its validity in accordance with the relevant provisions under Factories Act 1948 & Kerala Factories Rules, 1957.

DIRECTOR OF FACTORIES AND BOILERS

Date
Place

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Template of online application for Competent Renewal

1. Registration No.

2. Name

3. Address

4. Organisation's Status

Particulars of Personnel proposed for competency certification

Sl.no	Name	Designation	DOB	Qualification (Testimonials to be attached)	Section(s) under which competency is sought for	Photo	Signature

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DEPARTMENT OF FACTORIES AND BOILERS

CERTIFICATE OF COMPETENCY ISSUSED TO PERSON

[Rule 2A under section 2(ca)]

Regn.No.

I,The Director of Factories & Boiler in exercise of the power conferred on me under Section 2(ca) of the Factories Act, 1948 and the rule made thereunder,hereby recognize Shri/Smt. _____ to be a Draftsman-A (eligible for any area) for the purpose of preparation of factory building plans and other structural drawings under Section 6 & 112 Factories Act, 1948 and Rule 3(2)(b)(iii), Kerala Factories Rule 1957 made thereunder.

This certificate is valid from __-__-20__ to __-__-20__ and the draftsman shall have jurisdiction over the State of Kerala.

This certificate is issued subject to the condition stipulated hereunder:-

Conditions:-

(i) The registered draftsman shall affix his/her digital signature certificate as uploaded in the registration portal in all drawings prepared by him/her for submission to the Department of Factories and Boilers

(ii) If it comes to the notice of the Chief Inspector of Factories & Boilers that the draftsman has not conducted site verification in person for the purpose of preparation of plans, his/her certificate shall be liable to be cancelled without any notice.

(iii) If it comes to the notice of the Chief Inspector of Factories & Boilers that any documents,records or plans submitted for the grant of permit is fabricated or manipulated, his/her certificate shall be cancelled and he/she will be debarred from obtaining the certificate in future.

(iv) The total number of plans submitted for the permit application must be restricted to five.

The plans should contain site plan, building plan, elevation and cross section, machinery layout, fire protection layout, worker distribution, rain water harvesting and septic tank with soak pit.

(v) Record of the daily work done by the draftsman should be maintained in the logbook, incorporating there in the details regarding the work done.

(vi) The application for renewal shall be made thirty days before the expiry of validity of this certificate.

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(vii) If any of the above conditions are violated, the Director of Factories and Boilers, Kerala reserves the right to revoke and amend this order any time during its validity in accordance with the relevant provisions under Factories Act 1948 & Kerala Factories Rules, 1957.

DIRECTOR OF FACTORIES AND BOILERS

Date
Place

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Template for online application for Steam Pipeline Registration

Boiler Registration Number:

Name of the Boiler Owner/Agent:

Owner Email:

Owner Mobile Number:

Makers Name:

Makers Number:

Class Of Erector:

Erector Name:

Whether you need drawing approval? *Yes No

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FORM E

APPLICATION FOR APPOINTMENT/RECOGNITION AS APPROVED BOILER REPAIRER/ERECTOR

(Appointment recognition renewal for 12 months from --------- (period)

1. Name & Address of applicant/firm :

2 Registration No. & Date (if available) :

3. Category :

4. Name of the supervisory personnel :

QUESTIONAIRE TO BE ANSWERED

1. Do you posses Indian Boiler Regulations qualified welders? If so, particulars :

2. What is your main field of activity

3 Do you have workshop facilities give details.

4. Do you possess:

i) Welding sets-type & make

ii) Portable Grinder :

iii) Portable drills

:

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iv) Tube expanders :

v) Pneumatic hammer :

vi) Chipping tools :

vii) Spanner set tool kit :

viii)Hydraulic pump with connection :

ix) Calibrated pr guage, given range :

x) Chain blocks, give capacity :

xi) Do you have testing facilities and measuring instruments. :

xii) Any other instruments/tools :

5. Have you enclosed: i) Chalan receipt :

ii) Original appointment/ recognition in Form-F :

iii) Brief account of the work done :

iv) Attested copy of Welder's Certificate

Note: Every information should be supported with certificate of record including the Bio-date, qualification, experience etc.

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DECLARATION AND UNDERTAKING

It is hereby declared that the information furnished above

are true and correct to the best of my knowledge and belief. I undertake to abide by the rules and regulations of the Inspector of Factories and Boilers, Kerala.

Place :
Date :

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GOVERNMENT OF KERALA

DEPARTMENT OF FACTORIES AND BOILERS

Office of the Director of Factories & Boiler, Suraksha Bhavan, Kumarapuram, Thiruvananthapuram-695011

Regn. N

CERTIFICATE OF RECOGNITION AS CLASS -- BOILER REPAIR/ERECTOR UNDER IBR

---------- is hereby recognized as CLASS ----Boiler Repairer/erector under IBR in the state of Kerala in accordance with the provisions of Regulation 392(-)Sub Rule III of the Indian Boiler Regulations,1950.The firm has to obtain approval of the Director of Factories and Boilers, Kerala in each case of repair/erection of pressure parts of boiler and connected pipelines upon application from the owner of the boiler as and when so entrusted

VALIDITY OF RECOGNITION

From - To

Validity of recognition as CLASS -- Boiler Repairer/Erector is subject to the condition contained in Regulation 392(8) of the Indian Boiler Regulation, 1950.

DIRECTOR OF FACTORIES AND BOILERS

Date

Place

Note:-

Regulation 392(8)-In case the repairer is found indulging in violating the provisions of the Act/Regulation knowingly

or unknowingly, the firm shall be blacklisted under intimation to Director of Factories and Boilers of all the

States/Union Territories and renewal shall not be done in any case

Approved Supervisors Valid IBR Welders

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FORM 'A'

(See rules 26)

APPLICATION FOR Boiler Operation Engineers Examination-year

Part I - BASIC DETAILS OF THE APPLICANT

1. Full Name (as in Matriculation Certificate in Capital Letters)*
2. Father's Name*
3. Nationality*
4. Date of Birth*
5. Place of Birth*
6. Email-id*
7. Mobile Number*
8. Permanent Address*
9. Please select language for the exam*
10. Whether appeared in any previous examination*

Part II - PARTICULARS OF ALL THE CERTIFICATES

Number of the Certificate*	Class of Certificate*
Place of Issue*	Date of Issue*
Upload Certificate*	

Suspension or Cancelation details if any

Suspend or cancelled by	Date of suspension or cancellation
Reasons of suspension or cancellation	

PART III - LIST OF TESTIMONIALS AND STATEMENTS OF SERVICE

1.Serial Number*	2.Date of Testimonials*
3.Name and Designation of person signing the testimonials*	4.Address of factory or workshop where employed*
5(a).Registry Number of Boiler*	5(b).Type of Boiler*
5(c).Heating Surface of Boiler*	6.Capacity in which employed (Designation)*

Service of applicant

7.Date of Commencement*	8.Date of Termination

Period for which employed

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9.Years Employed	10.Months Employed
11.Days Employed	Upload Experience Certificate Duly Counter Signed by Concerned Boiler Inspector/Dy. Chief Inspector/Chief Inspector of Boilers *

Not to be filled in by the applicant

12.Initial of verifier	13.Remarks

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FORM B

(See rule 39)

Certificate of Proficiency as a Boiler Operations Engineer under the Boiler Operation Rules 2021

No.....of..... 20.....

Mr/Mrs.....aged about.....Years,

at present residing at ……..... upon having satisfied the Committee of Examiners appointed under the Boiler Operation Rules 2021 of his proficiency to fullfill the duties of a Boiler Operation Engineer is granted under that Rules, this certificate of proficiency authorising him or her to be in charge of boiler of any type or size provided that all the boilers are situated within aradius of fifty meters

Dated at.....this.....day of.....20.....

Secretary
Board of Examiners

Chairman
Committee of Examiners

Description Roll

PHOTO

Description Roll

1. Date and Place of Birth:.....
2. Permanent address:.....
3. Nationality:.....
4. Height (without shoes):.....
5. Marks of Identification:.....
6. Left Thumb impression:.....
7. Signature of the applicant:.....

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DEPARTMENT OF FACTORIES AND BOILERS GOVERNMENT OF KERALA

FORM 'A'

(See rules 26 and 41)

APPLICATION FOR CERTIFICATE OF COMPLETENCY AS BOILER ATTENDANT

Part I

1. Name(full)

2. Father's Name

3. Nationality

4. Date of Birth

5. Place of Birth

6. Email-id

7. Mobile No.

8. Permanent Address

9. Whether appeared in any previous examination

Part II PARTICULARS OF ALL CERTIFICATES SUBMITTED

Sl No	Number of the Certificate	Class of Certificate	Place of issue	Date of issue	If ,at any time suspended or cancelled, and if so state by whom	Date of suspension or cancellation	Reasons of suspension or cancellation	File

Part III LIST OF TESTIMONIALS AND STATEMENTS OF SERVICE

(the testimonials to be numbered serially corresponding to the numbers given in column 1 below)

Serial number of testimonials	Date of testimonials	Name of person signing the testimonials	Address and designation of factory or workshop where employed	Number,type and heating surface of boilers worked on	Capacity in which employed	Service of Applicant		Period for which employed			File	Not to be filled in by the applicant	
						Date of commencement	Date of termination	Years	Months	Days		Initial of verifier	Remarks

E-Payment Details List

Sl No	GRN	Challan Number	Challan Time	Amount	Bank	Status	Print	Verify/Deface

Exam Fee Tariff

Fee :

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FORM C

(See rule 41)

FIRST CLASS BOILER ATTENDANT CERTIFICATE OF COMPETENCY

(Granted under rule 41 of the Boiler Attendants" Rules, 2011)

No.....of..... Shri.....aged about.....Years, at present residing at ..... having satisfied the Board of Examiners of his competency to fulfill the duties of first Class Boiler Attendant, is granted under the Boiler Attendants" Rules, 2011, this certificate of competency as a First Class Boiler Attendant authorizing him to have charge of a single boiler with steam pipes of any type or capacity or two or more boilers with steam pipes in a battery or separated, the total heating surface of which does not exceed 1000 square meters, provided that such boilers shall be situated within a radius of 30 meters in the same premises and belong to one owner.

Dated at.....this.....day of.....20.....

Secretary
Board of Examiners

Chairman
Board of Examiner

PHOTO

Description Roll

1. Date and Place of Birth
2. Permanent address.....
3. Nationality.....
4. Height (without shoes).
5. Marks of Identification.
6. Left Thumb impression

Signature of applicant
Endorsements.....

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TEMPLATE OF ONLINE APPLICATION FOR DESIGN APPROVAL UNDER IBR

MANUFACTURER OF BOILERS/BOILER MOUNTINGS/BOILER ACCESSORIES			
Boiler Manufacturer Registration Number			
Name Of Firm/Company		**Permanent Address**	
Name and address of Organization		**Department of Factories and Boilers License No.**	
Scope of work	Boiler Accessories	**Validity**	Valid From :

Drawing Details

Sl.no	Design No	Component	Size (in inches)	Max.Pressure(kg/sq.cm)	Test.Pressure(kg/sq.cm)	Drawings	Calculation Details	

#	GRN	Challan Number	Challan Time	Amount	Bank	Status	Print	Verify/Deface

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FORM lll C
(INDIAN BOILER REGULATION)

Cert No :

Certificate of Manufacture and Test of Boiler Mounting and Fitting(Regulation-269)

Name of Part :

Maker's name and Address :

Indended Working Pressure :

Hydraulic test Pressure :

Main Dimensions :

IBR File No :

Drawing No. :

Identification Marks :

Material Specification :

Melt No:

CHEMICAL COMPOSITION

Element	C	Si	Mn	S	P	Ni	Cr	Mo	Cu	V
Values found %										

PHYSICAL TEST RESULTS

i) Tensile Strength :

ii) Transverse Bend Test :

iii) Elongation :

Certified that the particulars entered herein by us are correct. The part has been designed and constructed to comply with the Indian Boiler Regulations, for a working pressure of and has satisfactiorily withstood a hydraulic test using water to a pressure of on the in the presence of our responsible representative, whose signature is appended hereunder.

Maker :

Maker's Representative
Name and Signature

Maker's Inspecting Officer

We have satisfied ourselves that the valve / fitting has been constructed and tested in accordance with the requirement of the Indian Boiler Regulation, 1950. We further certify that the particulars entered herein are correct.

JOINT DIRECTOR OF FACTORIES AND BOILERS, .

Name and Signature of Inspecting Officer who witnessed the test
Place :
Date :

DIRECTOR OF FACTORIES AND BOILERS KERALA STATE

Name and Signature of the Inspecting Authority
Place :
Date :

Note : In the case of valve chests made and tested by well-known Foundries or Forgers in India or other countries listed in Appendix K, particulars regarding the materials as certified by them (in any form) shall be noted in the appropriate columns or paragraphs in the certificate. In case certificates from well-known Foundries or Forgers is produced, such certificate may be accepted in lieu of the certificate from the Inspecting Authority in so far as it related to testing of material specified in this form

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FORM D

FORM OF APPLICATION FOR WELDERS TEST

(See Rule 49)

Sir,

1. I beg to apply for test as qualified Welding and furnish the details as below. The Testimonials to prove any experience supported by my employer are sent herewith.

2. Two copies of my photograph in passport size are enclosed.

Yours faithfully

(Applicant)

(1) Full name of applicant
(in block letters) :

(2) Age of Applicant :

(3) Nationality :

(4) Permanent Address :

(5) Details of applicant's service as Welder (Full details together with exact periods for which the candidate was employed and capacity in which employed must be given. Each such statement must be supported by applicant's employer or employers) :

(6) Details of previous tests at which candidate has appeared and failed (Candidate must state name of Testing Authority before whom he appeared and on which count he was declared failed) :

I desire to be tested in the Electric Arc/Oxy-acetylene Process of Welding

Date..... Signature of Applicant

Forwarded to .....

..... for favour of subjecting Shri.....
the applicant to the prescribed Test and communicating the same to the undersigned. The applicant may be informed of the date and place of Test directly at the address mentioned under copy to the undersigned.

Chief Inspector
Ke

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FORM No. XIII

Qualified Welder's Certificate

Issued under

THE INDIAN BOILER REGULATIONS, 1950

Name of Welder

Father's name

Date of birth

Identification marks:

1.

2.

Left Thumb Impression.

Signature of welder

Address of welder

This is to certify that Shri……son of Shri……..has been examined and tested in the prescribed manner in the presence of …….. (representative of the competent authority) and is deemed to have satisfactorily proved his ability to make sound welds as per particulars given below and is hereby authorised to undertake such welds. He is authorised/not authorised to undertake welding where radiographic examination is necessary under the Regulations.

Granted this …….. days of …… 20….

Under the seal and authority of

Competent Authority

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Particulars shall contain information on the following :-

Tested on……Plate/Pipe/Tube with position

Date……

Material ……Mild steel or Alloy stell

Process

Class of welding

Backing strip

Electrode — Class (Carbon or alloy steel) Corthen slied.

Filler rod — Type

Test piece Xrayed or not

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TEMPLATE OF ONLINE APPLICATION FOR BOILER PROHIBITION

Basic Details	
Registration Number	**Makers No**
Institution Name	**Boiler Owner Name**
Institution Address	**Boiler Owner Address**
Prohibition Required From	**Reason**

Boiler Prohibition Documents Enclosed (Documents should be in pdf format & avoid multiple dots(.))
Document 1
Document 2
Document 3
Document 4

#	Attachment Name	File Name	Action
- - - No Records Found - - -			

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PROCEEDINGS OF THE DIRECTOR OF FACTORIES AND BOILERS,

KERALA, THIRUVANANTHAPURAM

PRESENT.

Sub : Working of the Boiler Registry No ----- of -------- prohibited from working - Orders issued

ORDER No. ---- DATED : ------

ORDER

Whereas the Inspector of Factories and Boilers, --------,read as letter ref 1st above reported that the Boiler bearing Registry No. ----- belonging --------- , is not working based on the inspection conducted on ----- ,and he has recommended to prohibit the working of the-boiler with effect from ------, .Joint Director of Factories and Boilers ------ has recommended the same.

In the circumstances stated above and in exercise of the powers conferred on me under Section 6 of the Indian Boilers Act 1923, it is hereby ordered that the working of the Boiler No. KS1635 is prohibited with effect from ----

The working of the boiler before lifting the prohibitory order is an offence punishable under the provisions of the said Act.

DIRECTOR OF FACTORIES & BOILERS

To

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TEMPLATE OF ONLINE APPLICATION FOR BOILER PROHIBITION LIFTING

Basic Details
Registration Number
Institution Name
Institution Address
Boiler Owner Name
Boiler Owner Address
Makers No
Lifting Required From
Reason

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PROCEEDINGS OF THE DIRECTOR OF FACTORIES AND BOILERS,

KERALA, THIRUVANANTHAPURAM

PRESENT:

Sub : Working of the Boiler ---- of ---------- Prohibition lifted - Orders issued

ORDER No. ---- DATED : ------

Read -: 1) Prohibition Order number -----, Dated ------

2) Online Request in FABOS from Boiler Owner

ORDER

Whereas the working of the Boiler bearing Registry No. ----5 has been prohibited vide this office order 1st read above. Now as per the request of ------ vide 2nd read above, I here by lift the prohibition imposed on the boiler ----- in the above mentioned factory with effect from --------. The boiler shall be operated only after inspection and renewal of registration by the concerned Inspector of Factories and Boilers

DIRECTOR OF FACTORIES & BOILERS

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TEMPLATE FOR BOILER CONDEMNATION ONLINE APPLICATION

Boiler Details	
Registration Number	**Makers No**
Boiler Name	**Boiler Owner Name**
Boiler Address	**Boiler Owner Address**
Contact Number	**Type Of Boiler**

Boiler Condemn Documents Enclosed (Documents should be in pdf format & avoid multiple dots(.))
Document 1
Document 2
Document 3

It is hereby declared that the information furnished above are true and correct to the best of my knowledge and belief. I undertake to abide by the rules and regulations of the Department of Factories and Boilers, Kerala.

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PROCEEDINGS OF THE DIRECTOR OF FACTORIES AND BOILERS,

KERALA, THIRUVANANTHAPURAM

PRESENT:

Sub : Boiler Registry No. -----M/s -------Boiler House of the Factory -Condemned-Orders issued-Reg

ORDER No. ---- DATED : ------

Read -: 1) Online Request in FABOS from Boiler Owner

ORDER

The Inspector of Factories and Boilers Gr-----, ---- and the Joint Director of Factories and Boilers,------have informed that the Boiler bearing Registry No. ----under the ownership of --------- is not working and the owner has sought permission to convert it to scrap.

In the above circumstances, it is hereby ordered to prohibit the use and working of the said boiler and also to condemn the boiler as scrap in the presence of the Inspector of Factories and Boilers, Gr---, ------ and as such the registration stands cancelled hereafter

DIRECTOR OF FACTORIES & BOILERS

Place

Date

To

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Template of the online Application for Transfer Of Boiler And Ownership

Registration Number	

New Details

Owner Full Name	**Owner Mobile Number**	
Owner Email	**State**	---Select State---
Owner Address	**New Boiler Name**	
New Boiler Address	**Do you have sale letter**	Yes No
CIB reference		

Current Details of Owner

Boiler Owner Name	**Boiler Owner Email**	
Boiler Owner Address	**Boiler Owner Mobile**	

Current Details Of Boiler

Boiler Name	**Boiler Address**	
Boiler Type	**Makers No**	

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PROCEEDINGS OF THE DIRECTOR OF FACTORIES AND BOILERS,

KERALA, THIRUVANANTHAPURAM

PRESENT:

Sub:- Transfer of boiler no. ----- to ---------- under ownership of Shri. ----------

Read: 1. Online request in FABOS from Shri. -------Dt. ----------

ORDER No:- ---------- DATED : ----------

ORDER

As per reference above, application has been submitted for transfer of boiler and change of ownership of Boiler Reg. No. ---- erected at ---------- under ownership of Shri.---------- to Mr. ---------- and ownership of Shri. ---------- without any change in other attributes of the boiler, and has been recommended by Inspector of Factories and Boilers,-------- and Joint Director of Factories and Boilers,----

Based on the document read above and the recommendations, orders are hereby issued for the transfer of boiler and change of ownership of Boiler Reg. No----- to M/s ---------- under ownership of Shri. ------- without any change in other attributes of the boiler.

DIRECTOR OF FACTORIES & BOILERS

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TEMPLATE FOR ONLINE APPLICATION FOR BOILER OWNERSHIP CHANGE

New Occupier Details	
Contact Number *	Email *
Name Of Person	Address

Boiler Details			
Registration Number		Makers No	
Boiler Name		Boiler Address	
Boiler Owner Name		Boiler Owner Address	
Contact Number		Type Of Boiler	

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PROCEEDINGS OF THE DIRECTOR OF FACTORIES AND BOILERS,

KERALA, THIRUVANANTHAPURAM

PRESENT:

Sub:- Transfer of boiler no. ----- to ---------- under ownership of Shri. ----------

Read: 1. Online request in FABOS from Shri. -------Dt. ----------

ORDER No:- ---------- DATED : ----------

ORDER

As per reference above, application has been submitted for transfer of boiler and change of ownership of Boiler Reg. No. ---- erected at ---------- under ownership of Shri.---------- to Mr. ---------- and ownership of Shri. ---------- without any change in other attributes of the boiler, and has been recommended by Inspector of Factories and Boilers,-------- and Joint Director of Factories and Boilers,----

Based on the document read above and the recommendations, orders are hereby issued for the transfer of boiler and change of ownership of Boiler Reg. No----- to M/s ---------- under ownership of Shri. ------- without any change in other attributes of the boiler.

DIRECTOR OF FACTORIES & BOILERS

To

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X. DRUGS CONTROL DEPARTMENT

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FORM 19

[*See* rule 59 (2)]

Application for grant or renewal of a [2][licence to sell, stock or exhibit or offer for sale, or distribute] of drugs other than those specified in Schedule

1 . I / We* .....hereby apply for licence to sell by wholsesale/retail drugs specified in Schedules C and C(1) excluding those specified in Schedule X *and/or drugs other than those specified in Schedules C, C(1) and X to the Drugs Rules, 1945
*and also to operate a pharmacy on the premises situated at.....

……..

2. ** The sale and dispensing of drugs will be made under the personal supervision of the registered pharmacists namely:-

(Name) ..... (Qualification)……

(Name) .....(Qualification)……

3. Categories of drugs to be sold .....

4.*** Particulars of special storage accommodation .....

5. A fee of rupees ..... has been credited to the Government account under the head

of account .....

Date.....
Signature .....

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FORM 20
[See Rule 61(1)]

Licence to sell, stock or exhibit [or offer] for sale, or distribute drugs by retail other than those specified in [Schedules C, C(1) and X]

1. .....is hereby licensed to sell, stock or exhibit [or offer] for sale or distribute by retail drugs other than those specified in [Schedules C, C(1) and X] of the Drugs Rules, 1945, *and to operate a pharmacy on the premises situated at subject to the conditions specified below and to the provisions of the Drugs and Cosmetics Act, 1940 and the rules thereunder.

2. The licence unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.]

3. Name(s) of qualified person(s) in charge
4. Categories of drugs

Date
Licence No. Licensing Authority

* Delete if not applicable.

Conditions of Licence

1. This licence shall be displayed in a prominent place in a part of the premises open to the public.
2. The licensee shall comply with the provisions of the Drugs and Cosmetics Act, 1940 and the Rules thereunder for the time being in force.
3. The licensee shall report to the Licensing Authority any change in the qualified staff incharge within one month of such change.
4. No drug shall be sold unless such drug is purchased under cash or credit memo from a duly licensed dealer or a duly licensed manufacturer.
5. The licensee shall inform the Licensing Authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes

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place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless, in the meantime, a fresh licence has been taken from the Licensing Authority in the name of the firm with the changed constitution.

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FORM 21

[See rule 61(2)]

[1][LICENCE TO SELL, STOCK OR EXHIBIT OR OFFER FOR SALE, OR DISTRIBUTE] BY RETAIL DRUGS SPECIFIED IN SCHEDULES C AND C(1) [3][EXCUDING THOSE SPECIFIED IN SCHEDULE X]

1. ……., is hereby licensed [2][to sell, stock or exhibit or offer for sale, or distribute] by retail the following categories of drugs specified in Schedules C , C(1) [3][excluding those specified in Schedule X] to the Drugs and Cosmetics Rules, 1945, * and to operate a pharmacy on the premises situated at……subject to the conditions specified below and to the provisions of the Drugs and Cosmetics Act, 1940 and the rules there under.

2. The licence shall be in force form …… to ……

3. Name(s) of qualified persons incharge……..

4. Categories of drugs…….

Date……. Licensing Authority…….....

Licence No. ……

* Delete if not applicable

Conditions of Licence

1. This licence shall be displayed in a prominent place in a part of the premises open to the public.
2. The licensee shall report to the licensing authority any change in the qualified staff in charge within one month or such change.
3. If the licensee wants to sell, stock, or exhibit or offer for sale, or distribute during the currency of the licence, additional categories of drugs listed in Schedules C and C(1) excluding those specified in Schedule X but not included in this licence, he should apply to the licensing authority for the necessary permission. This licence will be deemed to extend to the categories of drugs in respect of which such permission is given. This permission shall be endorsed on the licence by the licensing authority.
4. No drug shall be sold unless such drug is purchased under case or credit memo from a duly licensed dealer or a duly licensed manufacturer.

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5. The licence shall inform the licensing authority in writing in the event of any change in the constitution of the firm operating under the licence . Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless, in the meantime, a fresh licence has been taken from the Licencing Authority in the name of the firm with the changed constitution.

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FORM 19A

[*See* rule 59 (2)]

Application for the grant or renewal of a restricted [1][licence to sell, stock or exhibit or offer for sale, or distribute] drugs by retail by [2][***] dealers who do not engage the services of a registered pharmacist

1. I/We ..... ……of. .....hereby apply for a licence to sell by retail

(i) [3][Drugs other than those specified in Schedule C, C1 and X] on the premises situated at……/[2][***]
or (ii) [4] [Drugs specified in Schedule C(1)] on the premises situated at ……..[Drugs specified in Schedule C(1)] as vendor in the area……

2. Sales shall be restricted to such drugs as can be sold without the supervision of a registered pharmacist under the Drugs Rules.

3. Names or classes of drugs proposed to be sold .....

*4. Particulars of the storage accommodation for the storage of [5][Schedule C(1)] on the premises referred to above.

**5. The drugs for sale will be purchased from the following dealers and such other dealers as may be endorsed on the licence by the Licensing Authority from time to time.

Name of the dealers.....Licence No.....

6. A fee of rupees…… has been credited to Government under the head of account.....

Date.....
Signature .....

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FORM 20-A

[See Rule 61(1)]

Restricted licence to sell, stock or exhibit [or offer] for sale, or distribute drugs by retail other than those specified in [Schedules C, C(1) and X] for dealers who do not engage the services of a qualified person

1.……is hereby licensed to sell, stock or exhibit [or offer]55 for sale, or distribute on the premises situated at/[* * *]56 the following drugs being drugs other than those specified in 57[Schedules C, C(1) and X] of the Drugs and Cosmetics Rules, 1945 subject to the conditions specified below and to the provisions of the Drugs and Cosmetics Act, 1940 and the rules made thereunder.

2. The licence unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.

3.The licensee can deal only in such drugs as can be sold without the supervision of a “qualified person” under the Drugs and Cosmetics Rules, 1945.

Name of the dealer Licence No.

Date

Licensing Authority

Conditions of Licence

1. This licence shall be displayed in a prominent place in a part of the premises open to the public.
2. The licensee shall comply with the provisions of the Drugs and Cosmetics Act, 1940 and the Rules thereunder for the time being in force.
3. No drug shall be sold unless such drug is purchased under a cash or credit memo from a duly licensed dealer or a duly licensed manufacturer.

4. The licensee shall inform the Licensing Authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a

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maximum period of three months from the date on which the change takes place unless, in the meantime, a fresh licence has been taken from the Licensing Authority in the name of the firm with the changed constitution.

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FORM 21-A
[See Rule 61(2)]

Restricted licence to sell, stock or exhibit [or offer]103 for sale, or distribute by retail drugs specified in Schedule C(1) [excluding those specified in Sch. X] for dealers who do not engage the services of a qualified person

1……. is hereby licensed to sell, stock or exhibit [or offer] 107 for sale, or distribute by retail on the premises situated at the following drugs being drugs specified in 109[Schedule C(1)] [excluding those specified in Sch. X] to the Drugs Rules, 1945, subject to the conditions specified below and to the provisions of the Drugs and Cosmetics Act, 1940, and the Rules thereunder.

[2. The licence unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.]

3. Particulars of Schedule C(1) [excluding those specified in Sch. X] drugs to be sold

Name of the dealer(s)

Date…… Licence No…… Licensing Authority……

Conditions of Licence

1. This licence shall be displayed in a prominent and conspicuous place in a part of the premises open to the public.

2. The licensee shall deal only in such drugs as can be sold without the supervision of a "qualified person" as defined in the explanation to sub-rule (15) of Rule 65 of the Drugs Rules, 1945.

4. No drug shall be sold unless such drug is purchased under cash or credit memo from a duly licensed dealer or a duly licensed manufacturer.

5. The licensee shall inform the Licensing Authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless, in the meantime, a fresh licence has been taken from the Licensing Authority in the name of the firm with the changed constitution.

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FORM 19C

[*See* rule 59(2)]

Application for grant or renewal of a [2]**[*licence to sell, stock, exhibit or offer for sale, or distribute*] *of drugs specified in Schedule .***

1. I/We* .....
of.....
hereby apply for a licence to sell by *wholesale/*retail drugs specified in Schedule X to the Drugs Rules, 1945. We operate a pharmacy on the premises, situated at .....
……...

2. ** The sale and dispensing of drugs will be made under the personal supervision of the registered pharmacists mentioned below:-

(Name) ..... (Qualification)

(Name) .....(Qualification)

3. Name of drugs to be sold.

4. *** Particulars of storage accommodation.

5. A fee of rupees ..... has been credited to Government account under the head of account .....

Date ..... *Signature* .....

** Delete whichever is not applicable.*
** To be deleted if drugs will be sold only by wholesale.
***Required only if products requiring special storage are to be sold.

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[4][FORM 20F]

[See rule 61(3)]

LICENCE TO SELL, STOCK, OR EXHIBIT FOR SALE OR DISTRIBUTE BY RETAIL DRUGS SPECIFIED IN SCHEDULE X

1. ……., is hereby licensed to sell, stock or exhibit or offer for sale, or distribute by retail drugs specified in Schedule X to the Drugs and Cosmetics Rules, 1945 on the premises situated at……

2. Names of drugs

3. The licence shall be in force form …… to ……

4. Name(s) of qualified person(s)-in-charge.

5. The licence is subject to the conditions stated below and the provisions of the Drugs and Cosmetics Act ,1940 and the Rules made thereunder.

Date……

Licence No. …… Licensing Authority……..

Conditions of Licence

1. This licence shall be displayed in a prominent place in a part of the premises open to the public.

2. The licensee shall report to the licensing authority any change in the qualified staff in charge within one month of such change.

3. No drug shall be stocked or sold unless such drug has been purchased under cash/credit memo from a duly licensed dealer or a duly licensed manufacturer.

4. The licence shall inform the licensing authority in writing in the event of any change in the constitution of the firm operating under the licence . Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes

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place unless, in the meantime, a fresh licence has been taken from the Licencing Authority in the name of the firm with the changed constitution.

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FORM 19

[*See* rule 59 (2)]

Application for grant or renewal of a [2][licence to sell, stock or exhibit or offer for sale, or distribute] of drugs other than those specified in Schedule

1 . I / We* .....hereby apply for licence to sell by wholsesale/retail drugs specified in Schedules C and C(1) excluding those specified in Schedule X *and/or drugs other than those specified in Schedules C, C(1) and X to the Drugs Rules, 1945
*and also to operate a pharmacy on the premises situated at.....

……..

2. ** The sale and dispensing of drugs will be made under the personal supervision of the registered pharmacists namely:-

(Name) ..... (Qualification)……

(Name) .....(Qualification)……

3. Categories of drugs to be sold .....

4.*** Particulars of special storage accommodation .....

5. A fee of rupees ..... has been credited to the Government account under the head

of account .....

Date.....
Signature .....

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FORM 20-B
[See Rule 61(1)]

Licence to sell, stock or exhibit [or offer]62 for sale, or distribute by wholesale, drugs other than those specified in 63[Schedules C, C(1) and X]

1……....is hereby licensed to sell, stock or exhibit 64[or offer] for sale, or distribute by wholesale drugs other than those specified in 65[Schedules C, C(1) and X] on the premises situated at.... subject to the conditions specified below and to the provisions of the Drugs and Cosmetics Act, 1940, and the rules thereunder.

2. The licence unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.

3. The sale shall be made under the personal supervision of a competent person.

(Name of the competent person)

4. Categories of drugs.

Date Licence No. Licensing Authority

Conditions of Licence

1. This licence shall be displayed in a prominent place in a part of the premises open to the public.

2. The licensee shall comply with the provisions of the Drugs and Cosmetics Act, 1940 and the Rules thereunder for the time being in force.

3.(i) No drug shall be sold unless such drug is purchased under a cash or credit memo from a duly licensed dealer or a duly licensed manufacturer.

(ii) No sale of any drug shall be made to a person not holding the requisite licence to sell, stock or exhibit for sale or distribute the drug. Provided that the condition shall not apply to the sale of any drug to-

(a) an officer or authority purchasing on behalf of Government, or

(b) a hospital, medical, educational or research institution or a registered medical practitioner for the purpose of supply to his patients, or

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(c) a manufacturer of beverages, confectionary biscuits and other non-medicinal products, where such drugs are required for processing these products.

4. The licensee shall inform the Licensing Authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless, in the meantime, a fresh licence has been taken from the Licensing Authority in the name of the firm with the changed constitution.

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FORM 21-B
[See Rule 61(2)]

Licence to sell, stock or exhibit or offer for sale or distribute by wholesale drugs specified in Schedules C and C(1) [excluding those specified in schedule X]

1. ……is hereby licensed to sell, stock or exhibit or offer for sale, or distribute by wholesale on the premises situated at ……the following categories of drugs specified in Schedules C and C(1) [excluding those specified in Schedule X] to the Drugs Rules, 1945.

Categories of drugs

2. The licence, unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.]

*[2A. The sale shall be made under the personal supervision of a competent person. (Name of the competent person.)]

3. This licence is subject to the conditions stated below and to the provisions of Drugs and Cosmetics Act, 1940, and the Rules thereunder.

Date Licence No.

Licensing Authority

Conditions of licence

1. This licence shall be displayed in a prominent place in a part of the premises open to the public.

2. If the licensee wants to sell, stock and exhibit for sale or distribute during the currency of the licence additional categories of drugs listed in Schedules C and C(1) [excluding those specified in Sch. XJ but not included in this licence, he should apply to the Licensing Authority for the necessary permission. This licence will be deemed to extend to the categories of drugs in respect of which such permission is given. This permission shall be endorsed on the licence by the Licensing Authority.

4. (i) No drug shall be sold unless such drug is purchased under a cash or credit memo from a duly licensed dealer or a duly licensed manufacturer.

(ii) No sale of any drug shall be made for purposes of resale to person not holding the requisite licence to sell, stock or exhibit for sale or distribute the drug:
Provided that this condition shall not apply to the sale of any drug to-

(a) an officer or authority purchasing on behalf of Government, or

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(b) a hospital, medical, educational or research institution or a registered medical practitioner for the purpose of supply to his patients, or

(c) a manufacturer of hydrogenated vegetable oils, beverages, confectionary and other non-medicinal products, where such drugs are required for processing these products]

4. The licensee shall inform the Licensing Authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless, in the meantime, a fresh licence has been taken from the Licensing Authority in the name of the firm with the changed constitution.

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FORM 19C

[*See* rule 59(2)]

Application for grant or renewal of a [2]**[*licence to sell, stock, exhibit or offer for sale, or distribute*] *of drugs specified in Schedule .***

1. I/We* .....
of.....
hereby apply for a licence to sell by *wholesale/*retail drugs specified in Schedule X to the Drugs Rules, 1945. We operate a pharmacy on the premises, situated at .....
……...

2. ** The sale and dispensing of drugs will be made under the personal supervision of the registered pharmacists mentioned below:-

(Name) ..... (Qualification)

(Name) .....(Qualification)

3. Name of drugs to be sold.

4. *** Particulars of storage accommodation.

5. A fee of rupees ..... has been credited to Government account under the head of account .....

Date ..... *Signature* .....

** Delete whichever is not applicable.*
** To be deleted if drugs will be sold only by wholesale.
***Required only if products requiring special storage are to be sold.

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FORM 20-G

[See Rule 61(3)]

Licence to sell, stock or exhibit [or offer]88 for sale, or distribute by wholesale drugs specified in Schedule X

1. is hereby licensed to sell, stock or exhibit [or offer]89 for sale, or distribute by wholesale drugs specified in Schedule X to the Drugs and Cosmetics Rules, 1945, on the premises situated at

2. Names of drugs

3. The licence unless sooner suspended or cancelled shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs and Cosmetics Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.]

4. This licence is subject to the conditions stated below and the provisions of the Drugs and Cosmetics Act, 1940 and the Rules made thereunder.

Date

Licence No.

Licensing Authority.

Conditions of the licence

1. This licence shall be displayed in a prominent place in a part of the premises open to the public.
2. The licensee shall comply with the provisions of the Drugs and Cosmetics Act, 1940 and the rules made thereunder.

3. No drug shall be stocked or sold unless such drug has been purchased under a cash or credit memo from a duly licensed dealer or a duly licensed manufacturer.

4. The licensee shall forward to the licensing authority copies of the invoices of sales made to the retail dealers.

5. No sale of any drug by wholesale shall be made to a person not possessing the requisite licence to sell, stock or exhibit for sale or distribute drugs specified in Schedule X:

Provided that this condition shall not apply to the sale of any drug to-

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(a) an officer or authority purchasing on behalf of Government;

(b) a hospital, medical, educational or research institution, nursing home, Registered Medical Practitioner for the purpose of supply to its/his patients or manufacturer holding a licence in Form 25-E or 28-B to manufacture the drugs containing drugs included in Schedule X.]

6. The licensee shall inform the licensing authority in writing in the event of any change in the constitution of the firm operating under the licence, where any change in the constitution of the firm takes place. The current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless in the meantime, a fresh licence has been taken from the Licensing Authority in the name of the firm with the changed constitution.]

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Government of Kerala

Office Of The Assistant Drugs Controller, Athani Junction,Vanchiyoor.P.O. Thiruvanantapuram.695035. , Thiruvananthapuram, Thiruvananthapuram, Kerala-695035, India

Licence Retention Letter

To

Retention No:
Approval Date:

Subject : -Drugs & Cosmetic Act- 1940 & rules there under

Sir,
Please refer to your application numbe dated , we have to inform you that your said application is approved and below mentioned licence is retained, whose validity date is mentioned below :-

New Licence No	Old Licence No	First Issue Date	Retention Date	Valid Upto

Competent Technical Staff:

Member ID	Member Name	Assign Role / Designation	Qualification

Conditions of Licence

1. Subject to no change in previous constituation and already approved premises and validity of Technical manpower.
2. The licensee shall not claim any equities or rights in the property under the refrence on the strength of this Retention Letter.
3. You are required to apply for the Retention of the above licences 3 months before the validity expires.

Date:

Licensing Authority

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FORM 24
(*See* rule 69)

Application for the grant of or renewal of a [1]***[licence to manufacture for sale or for distribution] of drugs other than those specified in*** [2]***[Schedules C and C (1) and X]***

1 . I / We
.....of. .....
..... hereby apply for the grant / renewal of a licence to manufacture on the premises situated at…….. .... the following drugs being drugs other than those specified in [2][Schedules C and C (1) and X] of the Drugs Rules, 1945.

2. Names of drugs categorized according to Schedule M.

3. Names, qualifications and experience of technical staff employed for manufacture and testing.

4. A fee of rupees ..... has been credited to Government under the head of account .....

Date..... *Signature .....*

Note: The application should be accompanied by a plan of the premises.
1. 1. Subs. by G.S.R. 788(E), dt. 10.10.1985.
2. Subs. by G.S.R. 462(E), dt. 22.6.1982.

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FORM 25

[See Rule 70]

Licence to manufacture for sale [or for distribution] of drugs other than those specified in [Schedules C, C(1) and X]

Number of licence and date of issue

1. .....is hereby licensed to manufacture the following categories of drugs being drugs other than those specified in 164[Schedules C, C(1), and X] to the Drugs Rules, 1945, on the premises situated at ..... under the direction and supervision of the following 165 [competent technical staff]:
   (a) Competent technical staff (Names).
   (b) Names of Drugs (each item to be separately specified)

2. The licence authorises the sale by way of wholesale dealing and storage for sale by the licensee of the drugs manufactured under the licence, subject to the conditions applicable to licence for sale.

3. The licence unless sooner suspended or cancelled shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.

4. The licence is subject to the conditions stated below and to such other conditions as may be specified in the rules for the time being in force under the Drugs and Cosmetics Act, 1940.

Date.

Signature

Designation: Licensing Authority

Conditions of Licence

1. This licence shall be kept on the approved premises and shall be produced at the request of an Inspector appointed under the Drugs and Cosmetics Act, 1940.

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2. Any change in the [competent technical staff] named in the licence shall be forthwith reported to the Licensing Authority.
3. If the licensee wants to manufacture for sale additional items of drugs not included above he should apply to the Licensing Authority for the necessary endorsement as provided in Rule 69(5). This licence will be deemed to extend to the categories so endorsed.
4. The licensee shall inform the licensing authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless in the meantime, a fresh licence has been taken from the licensing authority in the name of the firm with the changed constitution.

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FORM 24A
(*See* rule 69A)

Application for grant or renewal of a loan [1]**[*licence to manufacture for sale or for distribution*]** ***of drugs other than those specified in*** [2]**[*Schedules C and C (I) and X*]**

1 . I /We*.....of# .....hereby apply for the grant/renewal of a loan licence to manufacture on the premises situated at..... C/o§ ..... the under- mentioned drugs, other than those specified in [2] [Schedules C and C(1) and X] to the Drugs and Cosmetics Rules, 1945.

Names of drugs (each substance to be separately specified).

2. The names, qualifications and experience of the expert staff actually connected with the manufacture and testing of the specified products in manufacturing premises.

3. I/We enclose–

(a) A true copy of a letter from me /us to the manufacturing concern whose manufacturing capacity is intended to be utilized by me/us.

(b) A true copy of a letter from the manufacturing concern that they agree to lend the services of their expert staff, equipment and premises for the manufacture of each item required by me/us and that they will analyse every batch of finished product and maintain the registers of raw materials, finished products and reports of analysis separately in this behalf.

(c) Specimens of labels, cartons of the products proposed to be manufactured.

4. A fee of rupees.....has been credited to Government under the head of account .....

Date..... *Signature* .....

* *Enter here the name of the proprietor, partners of Managing Director as the case may be.*
\# *Enter here the name of the applicant firm and the address of the principal place of business.*
§ *Enter here the name and address of the manufacturing concern where the manufacture will be actually carried out and also the Licence number under which the latter operates.*

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FORM 25-A

[See Rule 70-A]

Loan licence to manufacture for sale 173[or for distribution of] drugs other than those specified in 174[Schedules C, C(1) and X]

1. Number of licence and date of issue

2. Is hereby granted a loan licence to manufacture the following drugs being drugs other than those specified in 175(Schedules C, C(1) and X] to the Drugs and Cosmetics Rules, 1945, on the premises situated at following [competent technical staff]176. C/o under the direction and supervision of the [Competent technical staff] 177

(a) [Competent technical staff] (Names) of drugs
(b) Names of drugs

3. The licence authorizes the sale by way of wholesale dealing by the licensee and storage for sale by the licensee of the drug manufactured under the licence subject to the conditions applicable to licences for sale.

178[4. The licence, unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs and Cosmetics Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.]

5.The licence is subject to the conditions stated below and to such other conditions as may be specified in the Rules for the time being in force under the Drugs and Cosmetics Act, 1940.

Signature

Designation

Date

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Conditions of Licence

1. This licence 179[* * *] shall be kept on the approved premises and shall be produced on the request of an Inspector appointed under the Drugs and Cosmetics Act, 1940.

2. Any change in the [competent technical staff]180 named in the licence shall be forthwith reported to the Licensing Authority.

3. If the licensee wants to undertake during the currency of the licence to manufacture for sale additional drugs he should apply to the Licensing Authority for the necessary endorsement to the licence as provided in Rule 69-A. This licence will be deemed to extend to the drugs so endorsed.

4. 181[***]

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FORM 24B
(*See* rule 69A)

Application for grant or renewal of licence to repack for sale or distribution of drugs, being drugs other than those specified in Schedules C and C (1) [2][excluding those specified in Schedule X]

1 . 1 / We …….
of……...hereby apply for grant/renewal of a licence to repack the following drugs at the premises situated at……..
…….

2. Names of the drugs to be repacked ..... ….

3. Name, qualification and experience of competent staff .....

4. A fee of rupees …… …… has been credited to Government under the head of account ..... …….

Date..... *Signature of applicant.*

NOTE :—The application shall be accompanied by a plan of the premises.

---

1. Ins. By S.O. 1196, dt:6.5.1960.
2. Subs. by G.S.R. 462(E), dt. 22.6.1982.

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FORM 25-B
[See Rule 70]

Licence to repack for sale or distribution of drugs being drugs other than those specified in Schedules C and C(1) 184[excluding those specified in Sch. X]

Number of licence and date of issue

1. .....of..... is hereby granted a licence to repack the following drugs for sale or distribution on the premises situated at..... under the supervision of the following competent staff:

(a) Names of drugs to be repacked.

(b) Names of competent staff.

2. The licence unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.]

3. The licence authorises the sale by way of wholesale dealing by the licensee and storage for sale by the licensee of the drugs repacked under the licence subject to conditions applicable to licences for sale.

4. The licence is subject to the conditions stated below and to such other conditions as may be specified in the Rules for the time being in force under the Drugs and Cosmetics Act, 1940.

Date: Signature.

Conditions of Licence

1. This licence shall be kept on the licensed premises and shall be produced at the
request of an Inspector appointed under the Drugs and Cosmetics Act, 1940.

2. Any change in the competent staff named in the licence shall be forthwith reported to the licensing authority.

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3. If the licensee wants to repack for sale or distribution additional items he should apply to the licensing authority for the necessary endorsement to this licence. The licence shall be deemed to extend to only those items so endorsed.

4. The drugs repacked under this licence shall bear on their label, apart from other particulars required by these rules, the name and address of the licensee and the number of the licence under which the drug is repacked preceded by the words “Rpg. Lic. No.”.

5. The licensee shall inform the Licensing Authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless, in the meantime, a fresh licence has been taken from the Licensing Authority in the name of the firm with the changed constitution.

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FORM 27

Application for grant or renewal of a [1][licence to manufacture for sale or for distribution] of drugs specified in Schedules C and C (1) [2][excluding those specified in [3][Part XB and] Schedule X]

1 . I / We ..... hereby apply for the grant / renewal of a licence to manufacture on the premises situated at …… the undermentioned drugs, being drugs specified in Schedules C and C (1) [2][excluding those specified in [3][Part XB and] Schedule X] to the Drugs Rules, 1945.

Names of drugs……..……(each item to be separately specified).

2. The names, qualifications and experience of the expert staff responsible for the manufacture and testing of the above mentioned drugs.

(a) Name (s) of staff responsible for test .....

(b) Name (s) of staff responsible for manufacture.....

3. The premises and plan are ready for inspection/ will be ready for inspection on……..

4. A fee of rupees ..... and an inspection fee of rupees ……has been credited to Government under the head of account……. ……

Date ..... *Signature…….*

Designation…….

Note-The application shall be accompanied by a plan of premises.

–

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FORM 28
[See Rule 76]

Licence to manufacture for sale or for distribution of drugs specified in Schedules C and C(1) [excluding those specified in Sch. X]

1. Number of licence and date of issue

2. .....is hereby licensed to manufacture at the premises situated at the the following drugs, being drugs specified in Schedules C and C(1) 254[excluding those specified in Sch. X] to the Drugs and Cosmetics Rules, 1945.

3. Names of drugs

4. Names of approved competent technical staff
5. The licence authorises the sale by way of wholesale dealing and storage for sale by the licensee of the drugs manufactured under the licence subject to the condition applicable to licences for sale.

6. The licence, unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.]

7. The licence is subject to the conditions stated below and to such other conditions as may be specified in the Rules for the time being in force under the Drugs and Cosmetics Act, 1940.

8. Date of issue

Signature

Designation: Licensing Authority.

Conditions of Licence

1. This licence shall be kept on the approved premises and shall be produced at the request of an Inspector appointed under the Drugs and Cosmetics Act, 1940.
2. Any change in the [competent technical staff] named in the licence shall be forthwith reported to the Licensing Authority.

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3. If the licensee wants to manufacture for sale additional items of drugs not included above he should apply to the Licensing Authority for the necessary endorsement as provided in Rule 75(3). This licence will be deemed to extend to the categories so endorsed.
4. The licensee shall inform the licensing authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless in the meantime, a fresh licence has been taken from the licensing authority in the name of the firm with the changed constitution.

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FORM 27A
(*See* rule 75A)

Application for grant or renewal of a loan [1][licence to manufacture for sale or for distribution of] drugs specified in Schedules C and C(1) [2][excluding those specified in Part XB and Schedule X]

1. I / We* .....of# ..... …..hereby apply for the grant/ renewal of Loan Licence to manufacture on the premises situated at ……C/o$……. the undermentioned drugs, being drugs specified in Schedules C and C (1) [2][excluding those specified in Part XB and Schedule X] to the Drugs Rules.

Names of drugs (each substance to be separately specified).

2. The names, qualifications and experience of the expert staff actually connected with the manufacture and testing of the specified products in the manufacturing premises.

(a) Name (s) of expert staff responsible for manufacture .....

(b) Name (s) of the expert staff responsible for testing .....

3. I /We enclose:

(a) A true copy of a letter from me / us to manufacturing concern whose manufacturing capacity is intended to be utilized by me / us.

(b) A true copy of a letter from the manufacturing concern that they agree to lend the services of their competent technical staff, equipment and premises for the manufacture of each item required by me / us and that they shall

will analyse every batch of finished product and maintain the registers of raw materials, finished products and reports of analysis separately on this behalf.

(c) Specimens of labels, cartons of the drugs proposed to be manufactured.

4. A fee of Rs ..... has been credited to Government under the head of account ..... …….

Date .....

Signature ..... ….…
Designation…….……..…...

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** Enter here name of the proprietor, partners or Managing Director, as the case may be.*
 # Enter here name of the applicant firm and the address of the principal place of business.
$ *Enter here the name and address of the manufacturing concern where the manufacture will be actually carried out and also the licence number under which the latter operates.*

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FORM 28-A

[See Rule 76-A]

Loan Licence to manufacture for sale or for distribution of drugs specified in Schedules C and C(1) [excluding those specified in Sch. X]

1. Number of licence and date of issue
2. .....of.....is hereby granted a loan licence to manufacture on the premises situated at ..... C/o..... the following drugs being drugs specified in Schedules C and C(1) [excluding those specified in Sch. X] to the Drugs Rules,1945.
   a. Names of drugs
   b. Names of approved competent technical staff
3. The licence, unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.]
4. The licence authorizes the sale by way of wholesale dealing by the licensee and storage for sale by the licensee of the drugs manufactured under the licence subject to the conditions applicable to licence for sale.
5. The licence is subject to the conditions stated below and to such other conditions as may be specified in the Rules for the time being in force under the Drugs and Cosmetics Act, 1940.

Signature

Date of issue: Designation

Conditions of Licence

1. This licence shall be kept on the approved premises and shall be produced at the request of an Inspector appointed under the Drugs and Cosmetics Act, 1940.
2. If the licensee wishes to undertake during the currency of the licence to manufacture any drug specified in Schedules C and/or C(1)

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[excluding those specified in Schedule X] not included above, he should apply to the licensing authority for the necessary endorsement as provided in Rule 75A. this licence will be deemed to extend to the items so endorsed.

3. Any change in the [competent technical staff] named in the licence shall be forthwith reported to the Licensing Authority.
4. The licensee shall inform the licensing authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless in the meantime, a fresh licence has been taken from the licensing authority in the name of the firm with the changed constitution.

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FORM 27D
(*See* rule 75)

Application for grant or renewal of a licence to manufacture for sale or for distribution of [2][Large Volume Parenterals/Sera and Vaccines/recombinant DNA (r-DNA) derived drugs] excluding those specified in Schedule X

1. I/We .....
of .....hereby apply for grant/renewal of a licence to manufacture for sale or distribution on the premises situated at……..…the under mentioned [2][Large Volume Parenterals/Sera and Vaccines/recombinant DNA (r-DNA) derived drugs], specified in Schedules C and C(1) to the Drugs Rules, 1945.

2. Name(s) of drug(s) ..... (*each item to be separately specified*).

3. The name(s), qualifications and experience of the competent technical staff responsible for the manufacture of the above mentioned drugs.

(a) Name(s) of staff responsible for testing .....

(b) Name(s) of staff responsible for manufacturing .....

4. The premises and plant are ready for inspection/will be ready for inspection on……

5. A fee of rupees ..... and an inspection fee of rupees .....has been credited to the Government under the Head of Account.....

Date: ..... *Signature* .....

Designation.....

Notes:
1. The application is to be accompanied by a plan of the premises, list of machinery and equipment to be employed for manufacture and testing, memorandum of association/constitution of the firm, copies of qualification and experience of competent technical staff and documents relating to ownership or tenancy of the premises.
2. A copy of the application together with the relevant enclosures shall also be sent each to the Central Licence Approving Authority and concerned Zonal/Sub-Zonal Officers of Central Drugs Standard Control Organization].

–

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FORM 28-D

[See Rule 76]

Licence to manufacture for sale or for distribution of 282[Large Volume Parenterals/Sera and Vaccine/Recombinant DNA (r-DNA) derived drugs] specified in Schedules C and C(1) excluding those specified in Schedule X

Number of licence…….and Date of issue……..

1…….is hereby licensed to manufacture at the premises situated at……..the following Large Volume Parenterals/Sera and Vaccine/Recombinant DNA (r-DNA) derived drugs specified in Schedules C and C(1) excluding those specified in Schedule X to the Drugs Rules, 1945.

2. Name(s) of drug(s) (each item to be separately specified)

3. Name(s) of competent technical staff.

(a) Responsible for manufacturing (b) Responsible for testing

1.

2.

3.

4. The licence authorises the sale by way of wholesale dealing and storage for sale by the licensee of the drugs manufactured under the licence, subject to the conditions applicable to licence for sale.

[5. The licence, unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs Rules, 1945 shall be assessed not less than once in three years or as needed as per risk based approach.]

6. The licence shall be subject to the conditions stated below and to such other conditions as shall be specified in the rules for the time being in force under the Drugs and Cosmetics Act, 1940.

Signature

Designation

Licensing Authority

Central Licence Approving Authority

Date

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Conditions of Licence

1. The licence shall be kept on the approved premises and shall be produced at the request of an inspector appointed under the Drugs and Cosmetics Act, 1940,
2. If the licensee wishes to undertake during the currency of the licence to manufacture any drug specified in Schedules C and/or C(1) excluding those specified in Schedule X not included above, he should apply to the licensing authority and/or Central Licence Approving Authority for the necessary endorsement as provided in the rules. This licence shall be deemed to extend to the items so endorsed.
3. Any change in the competent technical staff named in the licence shall be forthwith reported to the licensing authority and/or Central Licence Approving Authority.
4. The licensee shall inform the licensing authority and/or Central Licence Approving Authority in writing in the event of any change in the constitution of the firm operating under the licence. Where any change in the constitution of the firm takes place, the current licence shall be deemed to be valid for a maximum period of three months from the date on which the change takes place unless, in the meantime, a fresh licence has been applied for along with prescribed fee and necessary documents to the Licensing Authority and/or Central Licence Approving Authority in the name of the firm with the changed constitution.

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Government of Kerala

Office Of The Assistant Drugs Controller, Athani Junction,Vanchiyoor.P.O. Thiruvanantapuram.695035. , Thiruvananthapuram, Thiruvananthapuram, Kerala-695035, India

Licence Retention Letter

To

Retention No:
Approval Date:

Subject : -Drugs & Cosmetic Act- 1940 & rules there under

Sir,
Please refer to your application numbe dated , we have to inform you that your said application is approved and below mentioned licence is retained, whose validity date is mentioned below :-

New Licence No	Old Licence No	First Issue Date	Retention Date	Valid Upto

Competent Technical Staff:

Member ID	Member Name	Assign Role / Designation	Qualification

Conditions of Licence

1. Subject to no change in previous constituation and already approved premises and validity of Technical manpower.
2. The licensee shall not claim any equities or rights in the property under the refrence on the strength of this Retention Letter.
3. You are required to apply for the Retention of the above licences 3 months before the validity expires.

Date:

Licensing Authority

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XI. ENVIRONMENT DEPARTMENT

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Form IV A / I A

KERALA STATE POLLUTION CONTROL BOARD

APPLICATION FOR CONSENT/AUTHORISATION/REGISTRATION (INDUSTRIES/ESTABLISHMENTS)

PART I

NAME AND ADDRESS OF INDUSTRY/ESTABLISHMENT:

I am the occupier of above industry/establishment. I hereby apply for clearance/s under:

tick appropriate cells

NAME OF STATUTE	ESTABLISH	OPERATE	RENEW

- The entries in the application/s are true to the best of my knowledge, information and belief. I have signed hereunder, at the end of the application/s and on enclosure/s in affirmation of that.
- I undertake to furnish any information, explanation and/or clarification within 15 days of it being called for to make my application complete. I understand that the date on which the application is made complete in all respects will only be counted as the date of the application.
- I agree to abide by the conditions of the Consent/Authorisation/ Registration and the pertinent legal provisions.
- I undertake to render access to functionaries and empowered officers of the Board to inspect the industry/establishment and its premises and peruse records thereof.
- Any change in line of activity/pollution load will be effected only after obtaining the Consent/ Authorisation/Registration for which a fresh application will be made.

Signature :

Place :

Name :

Date :

Designation :

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PART II
GENERAL INFORMATION

1.

	REGISTERED OFFICE/ ADMINISTRATIVE OFFICE	OCCUPIER
Postal Address		
PIN		
Telephone		
Fax		
e-mail		
Website		

2.

	OWNERSHIP	AREA IN HECTARE	ADDRESS OF LESSOR, IF ON LEASE
Built up area			
Free area			
Survey no.		Ward no. & name	
Village		Panchayat/ Municipality/ Corporation	
Taluk		District	

(Possession certificate from taluk office in support of ownership of land shall be furnished in case of application for stone crushers)

3.

Management : Government/Quasi-government/Local body/Trust/Co-operative/ Proprietary concern/Partnership/Private/Public Limited Company/ other (specify)

Scale : Large/Medium/Small (as per norms of Industries Department)

Category : Red/Orange/Green (as per the norms of the Board)

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4. Particulars of last clearance/s obtained:

CLEARANCE	GRANT/ REFUSAL	No.	DATE	VALIDITY
Consent under Water Act				
Consent under Air Act				
Authorisation under HW Rules				
Registration under Plastic Rules				

5. Date of Commissioning:
(if new, anticipated date)

6. Nearest building/water body within 100 m: (250m for stone crushers)

	OWNERSHIP	USE	DISTANCE, in m *(to be marked on site plan)*
From factory building			
From Effluent Treatment Plant			
Dug well/tube well/pond			
stream/river/lake/ backwater/sea			

7. Raw materials (including fuels & lubricants) and products

RAW MATERIAL	UNIT	QUANTITY PER DAY	PRODUCT	UNIT	QUANTITY PER DAY

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8. In case of manufacture of plastic carry bag/container:
(*Plastic Manufacture and Usage Rules)*

	QUANTITY	Minimum sizes of carry bags *(not be less than 8" x12")*	Status of compliance with Rules 5,6,7&8
Carry bag virgin			
Carry bag recycled			
Containers virgin			

9. Total manpower

10. Working season: ..... to ...../ round the year

11. No. of working days per year: .....

12. Number of staff quarters within the premises:

Number of residents:

13. Production process:

(Attach flow sheet and project report)

14.

GROSS FIXED CAPITAL INVESTMENT In lakh*(Rs)	AMOUNT	MODE OF PAYMENT	PERIOD

*(Produce affidavit in stamp paper worth Rs.50/- or Chartered Accountant's Certificate or copy of Audited Balance Sheet)

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PART III

WASTE WATER MANAGEMENT

1. Water consumption details:

Sl. No.	PURPOSE	CONSUMPTION l/d
1	Cooling (non-contact)	
2	Cooling (contact), humidification	
3	Boiler feed	
4	Domestic (including sanitation and canteen)	
5	Processing	
6	Fromulation	
7	Irrigation (including gardening)	
8.	Others (specify)	
	TOTAL	

2. Source/s of water with quantity:

3. Effluent treatment details:

(Detailed project report of effluent treatment with schematic diagram of each unit operation/ process is to be provided. Include details of sludge management system also.)

4. Effluent quantity and quality:

OUTLET NUMBER	QUANTITY m^3/d	QUALITY			RECIPIENT BODY*
		PARAMETER	UNIT	CONCENT -RATION	

(In case of discharge to land, extent and survey number shall be provided)*

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5. Recycle/Reuse of treated waste water:

QUANTITY, l/d	USE

6. Water Budget:

(Account for difference between water consumption and effluent generated)

7. Details of rain water harvesting:

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PART IV

AIR POLLUTION MANAGEMENT

1. Fuel consumption:

FUEL	CONSUMPTION tpd/kld	USE
Coal		
LSHS		
Furnace oil		
Diesel		
Others (specify)		

2. Fugitive emissions:

Sl. No.	Sources	Control Measures

3. Stack details:

STACK No.	MATERIAL OF CONSTRUCTION	DIMENSION		HEIGHT ABOVE ROOF LEVEL,m *(for generators only)*
		HEIGHT, m	DIAMETER, cm	

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STACK No.	Source of Emission		Fuel	
	EQUIPMENT	CAPACITY	TYPE	QUANTITY (tpd or kld)

4. Emission details:

STACK No.	DESIGN FLOW Nm^3/h	CONCENTRATION in mg/Nm^3, at 12% CO_2 correction				
		PM	SO_2	NO_x	CO	Others

5. Emission control & monitoring:

STACK No.	PORT HOLE (Y/N)	PLATFORM (Y/N)	LADDER (Y/N)	ON-LINE MONITORING	
				CONTINUOUS (Y/N)	PERIODIC (Y/N)

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SOURCES	CONTROL MEASURES

6. Ambient air quality:

(applicable for large scale red category units only)

LOCATION	AIR QUALITY, microgram/m^3						Sound dB(A)Leq	
	SPM	SO_2	NO_x	RSPM	H_2S	Others	D*	N*

(D Day time - 6 am to 10 pm; N* Night time - 10 pm to 6 am)*

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PART V

SOLID WASTE MANAGEMENT

HAZARDOUS WASTE MANAGEMENT

1. Activity for which authorisation is sought:
(tick in appropriate cells)

Collection		Transportaion	
Reception		Storage	
Treatment		Disposal	

2. Details of hazardous waste as defined in the Hazardous Wastes Rules:

Sl. No.	TYPE OF WASTE	CATEGORY OF WASTE	QUANTITY	QUALITY

Sl. No.	TYPE OF WASTE	MODE OF		
		STORAGE	TREATMENT	DISPOSAL*

*if disposed to common TSDF, provide details of on-site storage and transport

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3. Details of Registration obtained from Central Pollution Control Board:
(In the case waste re-processors/re-refiners only, attach copy of Registration Certificate)

4. Isolated storage of hazardous chemicals:
(Schedule II of the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989)

CHEMICAL	USE	MODE OF STORAGE	CAPACITY *in t*

5. Whether emergency plans are prepared for taking

- on-site measures Yes/No
- off-site measures Yes/No

6. NON-HAZARDOUS WASTE MANAGEMENT

CATEGORY	QUANTITY *in t / y*	DETAILS OF STORAGE, TREATMENT & DISPOSAL
Garbage		
ETP Sludge (Non hazardous)		
Others (specity)		

OTHER PARTICULARS

7. Green-belt details:
(also to be shown in site plan)

8. Details of litigations pending, if any, against pollution due to your establishment:

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9. Details of separate energy meters, if provided, for pollution control equipments:

10. Details of stand-by power, if provided, for pollution control equipments:

11. Any other pertinent matter:

Signature:

Name:

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Accompaniments:

1. Document indicating remittance of consent fee.
2. Site plan (in A4/A3 size) showing residences/structures, water bodies, roads etc., within 100m radius of the industry (250m in case of crusher industry)
3. Affidavit in stamp paper worth Rs. 50/- or Certificate by Chartered Accountant or such other evidence on gross fixed capital investment, without depreciation.
4. Plant lay out with location of effluent treatment plant and outlet/s (in A4/A3 size). Set back between the boundary and the structure shall be indicated.
5. Process flow diagram.
6. Effluent Treatment Plant flow diagram.
7. Analysis reports on effluents, water, emissions, air and sound level.

INSTRUCTIONS

1. The application is to be made by the occupier.
2. The application is to be submitted in triplicate to the Office of the Board in the District.
3. The duplicate and triplicate copy can be photocopies of the original but copy should have the signature of the applicant in original. The copy should have copies of the accompaniments.
4. State NA if any item is not applicable.
5. If the space provided is insufficient, duly referenced additional sheets can be used.
6. The gross fixed capital investment shall include the cost of land, buildings, plant, machinery, etc. without depreciation upto the date of application. If the land is on lease 20 times of the annual lease amount shall be taken as cost of land.
7. Consent fees shall be paid for a period of 3 years. In case fees under Water Act, Air Act, BMW Rules, Plastic Rules are already paid for part of the period, proportionate fees for the balance period are to be paid. For the purpose of calculation of consent fee, part of a year shall be counted as one year.
8. The consent fees is to be paid in favour of Kerala State Pollution Control Board.
9. The water consumption in Part III shall not exceed that specified in the Schedule of the Water Cess Rules, 1978. In case that is exceeded, the reason thereof is to be stated.
10. The analytical data in Part III and Part IV shall be supported by reports of analysis done by laboratory approved by the Board.
11. Pollution prevention, control and monitoring facilities may be got designed and installed preferably by consultants approved by the Board.
12. The following documents are available at the Board offices on request, free of cost.

    1)Chart of consent fee payable

    2)Categorisation of industries into red/orange/green.

    3)Schedule of Water Cess Rules, 1978.

    4)List of laboratories/Consultants approved by the Board.

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Attachment for Compliance with Hazardous Wastes

(Management and Handling) Rules, 1989

Form-I

[(See Rule 2(b), 5(2), (3) and (6) (ii)]

APPLICATION FOR AUTHORISATION/RENEWAL OF AUTHORISATION FOR COLLECTION / RECEPTION / TREATMENT / TRANSPORT / STORAGE / DISPOSAL OF HAZARDOUS WASTES

From : .....

.....

.....

To,

The Member Secretary,

Kerala State Pollution Control Board

.....

.....

Sir,

I/We hereby apply for authorisation / renewal of authorisation under sub-rule (3) of Rule 5 of the Hazardous Waste (Management and Handling) Rules, 1989 for collection/reception/treatment/ transport/storage/disposal of hazardous wastes.

(FOR OFFICE USE ONLY)

1. Code. No:
2. Whether the unit is situated in a critically polluted area as identified by Ministry of Environment & Forests:

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TO BE FILLED IN BY APPLICANT

PART - A

GENERAL

3. (a) Name of the Owner/Occupier:
   (b) Name and address of the unit and location of activity
   (c) Authorisation required for (please tick mark appropriate activity/ activities):
      (i) collection
      (ii) reception
      (iii) treatment
      (iv) transport
      (v) storage
      (vi) disposal
   (d) In case of renewal of authorisation, previous authorisation number and date
4. (a) Whether the unit is generating hazardous waste as defined in the Hazardous Wastes (Management and Handling) Rules, 1989
   (b) If so, the Category No.
5. (a) Total capital invested on the project:
   (b) Year of commencement of production:
   (c) Whether the industry works general/2 shifts/round the clock:
6. (a) List and quantum of products and by-products:
   (b) List and quantum of raw materials used:
7. Furnish a flow diagram of manufacturing process showing input and output in terms of products and waste generated including for captive power generation and demineralised Water.

PART-B

PERTRAINING TO SEWAGE AND TRADE EFFLUENT

8. Quantity and source of water for:
   (a) Cooling m^3/d
   (b) Process m^3/d
   (c) Domestic use m^3/d
   (d) Others m^3/d

Place — Signature

Date — Designation

9. Sewage and trade effluent discharge:
   (a) quantum of discharge m^3/d
   (b) Is there any effluent treatment plant:
   (c) If yes, a brief description of unit operations with Capacity:
   (d) Characteristics of final effluent pH:
      Suspended solids
      Dissolved solids

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Chemical Oxygen Demand (COD)

Biochemical Oxygen Demand [(BOD_5/20°C)]

Oil and grease

(Additional parameters as specified by the concerned Pollution Control Board)

(e) Mode of disposal and final discharge point (enclose map showing discharge point):

(f) Parameters and Frequency of self monitoring:

PART-C

PERTAINING OF STACK (CHIMNEY) AND VENT EMISSIONS

10. (a) Number of stacks and vents with height and dia (m)

(b) Quality and quantity of stack emission from each of the above stacks-particulate matter and sulphur dioxide (SO_2) (Additional parameters as specified by the concerned Pollution Control Board):

(c) A brief account of the air pollution control unit to deal with the emission:

(d) Parameters and Frequency of self monitoring:

PART-D

PERTAINING TO HAZARDOUS WASTE AND HAZARDOUS CHEMICAL

11. Solid Wastes:

(a) Total Quantum of generation

(b) Quantum of hazardous waste generated and its nature, as defined under the Environment (Protection) Act, 1986. (See the Hazardous Wastes (Management and Handling) Rules, 1989):

(c) Mode of storage within the plant, method of disposal and any other information sought by the concerned Pollution Control Board:

12. (a) Hazardous Chemicals as defined under Environment (Protection) Act, 1986 ("See the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989):

(b) Whether any isolated storage is involved if yes, attach details Yes/No

(c) Whether emergency plans are prepared for taking

- On site measures Yes/No
- Off-site measures Yes/No

Yours faithfully,

Name and Signature of applicant

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TABLE I

Sl. No.	CAPITAL INVESTMENT (C.I) Rs.	ANNUAL RATE OF CONSENT FEE (Rs.)		
		CATEGORY		
		RED	ORANGE	GREEN
1	Upto 1 lakh	540	490	440
2	1 to less than 2 lakh	640	590	540
3	2 to less than 3 lakh	740	690	640
4	3 to less than 4 lakh	840	790	740
5	4 to less than 5 lakh	940	890	840
6	5 lakh	1140	1040	940
7	Above 5 to less than 6 lakh	1470	1370	1270
8	6 to less than 7 lakh	1570	1470	1370
9	7 to less than 8 lakh	1670	1570	1470
10	8 to less than 9 lakh	1770	1670	1570
11	9 to less than 10 lakh	1870	1770	1670
12	10 lakh	2370	2120	1920
13	Above 10 to less than 15 lakh	3370	3120	2920
14	15 to less than 20 lakh	3670	3420	3170
15	20 to less than 25 lakh	3970	3670	3420
16	25 to less than 30 lakh	4420	4020	3670
17	30 to less than 35 lakh	5440	4640	3670
18	35 to less than 40 lakh	5440	4640	4170
19	40 to less than 50 lakh	6560	5600	4800
20	50 to less than 75 lakh	12000	10000	8000
21	75 to less than 100 lakh	15000	12000	10000
22	1 to less than 5 crore	20000	17000	14000
23	5 to less than 10 crore	35000	25000	20000
24	10 to less than 25 crore	70000	60000	50000
25	25 to less than 50 crore	100000	80000	70000
26	50 to less than 100 crore	120000	100000	80000
27	100 to less than 150 crore	140000	110000	90000
28	150 to less than 200 crore	200000	160000	120000
29	200 to less than 250 crore	250000	200000	150000
30	250 to less than 300 crore	300000	240000	180000
31	300 to less than 400 crore	400000	320000	240000
32	400 to less than 500 crore	500000	400000	300000
33	500 to less than 600 crore	600000	480000	360000
34	600 to less than 700 crore	700000	560000	420000
35	700 to less than 800 crore	800000	640000	480000
36	800 to less than 900 crore	900000	720000	540000
37	900 to less than 1000 crore	1000000	800000	600000
38	1000 crore & above	0.01% of C.I.	0.008% of C.I.	0.006% of C.I.

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TABLE- II

Sl.No.	Population, in lakh	Consent fee (Rs.)
(1)	(2)	(3)
1	Upto 1 lakh	1,500
2	1 to less than 1.5	3,000
3	1.5 to less than 2	4,500
4	2 to less than 2.5	6,000
5	2.5 to less than 3.0	7,500
6	3.0 to less than 3.5	9,000
7	3.5 to less than 4.0.	10,500
8	4.0 to less than 4.5	12,000
9	4.5 to less than 5.0	13,500
10	5.0 to less than 6.0	15,000
11	6.0 to less than 7.0	18,000
12	7.0 to less than 8.0	21,000
13	8.0 to less than 9.0	24,000
14	9.0 to less than 10.0	27,000
15	10.0 and above	30,000

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Form IV B / I B

KERALA STATE POLLUTION CONTROL BOARD

APPLICATION FOR CONSENT/AUTHORISATION

(HEALTH CARE INSTITUTION)

PART I

NAME AND ADDRESS OF HEALTH CARE INSTITUTION:

I am the occupier of the above establishment. I hereby apply for clearance/s under:

tick appropriately

NAME OF STATUTE	ESTABLISH	OPERATE	RENEW

- The entries in the application/s are true to the best of my knowledge, information and belief. I have signed hereunder, at the end of the application/s and on enclosure/s in affirmation of that.
- I undertake to furnish any information, explanation and/or clarification within 15 days of it being called for to make my application complete. I understand that the date on which the application is made complete in all respects will only be counted as the date of the application.
- I agree to abide by the conditions of the Consent/Authorisation and the pertinent legal provisions.
- I undertake to render access to functionaries and empowered officers of the Board to inspect the establishment and its premises and peruse records thereof.
- Any change in line of activity/pollution load will be effected only after obtaining the Consent/ Authorisation for which a fresh application will be made.

Signature :

Name :

Place :

Designation :

Date :

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PART II
GENERAL INFORMATION

1.

	REGISTERED OFFICE / ADMINISTRATIVE OFFICE	OCCUPIER
Postal Address		
PIN		
Telephone		
Fax		
e-mail		
website		

2.

	OWNERSHIP	AREA IN HECTARE	ADDRESS OF LESSOR, IF ON LEASE
Built up area			
Free area			
Survey No.		Ward No. & Name	
Village		Panchayat/ Municipality/ Corporation	
Taluk		District	

3. Management : Government/Quasi-government/Local body/Trust/ Co-operative/Proprietary Concern/Partnership/Private/ Public Limited Company/Other (Specify)

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4. Particulars of last clearance/s obtained:

CLEARANCE	GRANT/ REFUSAL	NO.	DATE	VALIDITY
Consent under Water Act				
Consent under Air Act				
Authorisation under BMW Rules				

5. Date of Commissioning:
(If new, anticipated date)

6. Nearest building / Water body within 100 m:

	OWNERSHIP	USE	DISTANCE, in m (to be marked on site plan)
From Hospital building			
From Effluent Treatment Plant			
Dug well / Tube well / Pond			
Stream/River/Lake/Backwater/Sea			

7. (a) Staff Strength :

7. (b) Bed Strength :

8. Residential colony within the premises:
No. of residences and population:

9. Details of wards, theatres, specialisations etc.:

10.

GROSS FIXED CAPITAL INVESTMENT in lakh* (Rs.)	AMOUNT	MODE OF PAYMENT	PERIOD

*(Prdocue affidavit in stamp paper worth Rs.50/- or Chartered Accountant's Certificate or copy of Audited Balance Sheet)

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PART III

WASTE WATER MANAGEMENT

1. Water consumption details:

Sl.No.	PURPOSE	CONSUMPTION l/d
1.	Cooling (non-contact)	
2.	Cooling (contact), humidification	
3.	Boiler feed	
4.	Domestic (including sanitation and canteen)	
5.	Laboratory / Pharmacy	
6.	Laundry	
7.	Irrigation (including gardening)	
8.	Others (specify)	
	TOTAL	

2. Source/s of water with quantity :

3. Effluent treatment details:
(Detailed project report of effluent treatment with schematic diagram of each unit operation / process is to be provided. Include details of sludge management system also)

4. Effluent quantity and quality:

OUTLET NUMBER	QUANTITY m^3/d	QUALITY			RECIPIENT BODY
		PARAMETER	UNIT	CONCENTRATION	

(* in case of discharge to land, extent and survey number shall be provided)

5. Recycle / Reuse of treated waste water:

QUANTITY, l/d	USE

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6. Water Budget: (Account for difference between water consumption and effluent generated)

7. Details of rain water harvesting:

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PART IV
AIR POLLUTION MANAGEMENT

1. Fuel Consumption:

FUEL	CONSUMPTION tpd/kld	USE
LSHS		
Furnace Oil		
Diesel		
Others (specify)		

2. Stack details

STACK No.	MATERIAL OF CONSTRUCTION	DIMENSION		HEIGHT ABOVE ROOF LELVEL,m (for generators only)
		HEIGHT, m	DIAMETER, cm	

STACK No.	SOURCE OF EMISSION		FUEL	
	EQUIPMENT	CAPACITY	TYPE	QUANTITY (tpd or kld)

3. Emission details

STACK No.	DESIGN FLOW Nm^3/h	CONCENTRATION in mg/Nm^3, at 12% CO_2 correction				
		PM	SO_2	NO_x	CO	Others

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4. Emission control & monitoring:

STACK No.	PORT HOLE (Y/N)	PLATFORM (Y/N)	LADDER (Y/N)

SOURCES	CONTROL MEASURES

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PART V
SOLID WASTE MANAGEMENT

BIO-MEDICAL WASTE MANAGEMENT

1. Activity for which authorisation is sought:
(tick in appropriate cells)

Generation		Transportation	
Collection		Treatment	
Reception		Disposal	
Storage		Any other form of handling	

2. Details of arrangements made for segregation of wastes at source:

3. Details of wastes handled:

Sl.No.	TYPE OF WASTE	CATEGORY	QUANTITY in Kg/d

CATEGORY	METHOD OF STORAGE WITH CAPACITY in kg/d	METHOD OF TREATMENT WITH CAPACITY in kg/d	METHOD OF DISPOSAL

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4. Off - Site disposal of wastes:

ADDRESS OF AGENCY CONTRACTED FOR		
TRANSPORT	TREATMENT	DISPOSAL

5. Mode of transportation of wastes:

6. Brief description of method of treatment and disposal (attach details separately) :

NON HAZARDOUS WASTE MANAGEMENT

7.

CATEGORY	QUANTITY t/y	DETAILS OF STORAGE, TREATMENT & DISPOSAL
Garbage		
ETP Sludge (non hazardous)		
Others (specify)		

OTHER PARTICULARS

8. Green-belt details:
(also to be shown in site plan)

9. Details of litigations pending, if any, against pollution due to your establishment:

10. Details of separate energy meters, if provided, for pollution control equipments:

11. Details of stand -by power, if provided, for pollution control equipments:

12. Any other pertinent matter:

Signature :

Name:

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Accompaniments:

1. Document indicating remittance of consent fee
2. Site Plan (in A4/A3 size) showing residences/ structures, water bodies, roads etc., within 100m radius of the institution.
3. Affidavit in stamp paper worth Rs.50/- or Certificate by Chartered Accountant or such other evidence on gross fixed capital investment, without depreciation.
4. Hospital lay out plan with location of effluent treatment plant and outlet/s (in A4/A3 size). Set back between the boundary and the structure shall be indiciated.
5. Effluent Treatment Plant flow diagram.
7. Analysis reports of effluents, water, emissions, air and sound level.

INSTRUCTIONS

1. The application is to be made by the occupier.
2. The application is to be submitted in triplicate to the Office of the Board in the District.
3. The duplicate and triplicate copy can be photocopies of the original but copy should have the signature of the applicant in original. The copy should have copies of the accompaniments.
4. State NA if any item is not applicable.
5. If the space provided is insufficient, duly referenced additional sheets can be used.
6. Consent fees shall be paid for a period of 3 years. In case fees under Water Act, Air Act,BMW Rules are already paid for part of the period, proportionate fees for the balance period are to be paid. For the purpose of calculation of consent fee, part of a year shall be counted as one year.
7. The consent fees is to be paid in favour of Kerala State Pollution Control Board
8. The analytical data in Part III and Part IV shall be supported by reports of analysis done by laboratory approved by the Board.
9. Pollution prevention, control and monitoring facilities may be got designed and installed preferably by consultants approved by the Board.
10. The following documents are available at the Board offices on request, free of cost.
    a. Chart of consent fee payable
    b. List of laboratories/consultants approved by the Board

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FORM I

(See rule 8)

APPLICATION FOR AUTHORISATION / RENEWAL OF AUTHORISATION

(To be submitted in duplicate)

To,

The Prescribed Authority
(Name of the State Govt./UT Administration)
Address.

1. Particulars of Applicant

   (i) Name of the Applicant
   (in block letters & in full)

   (ii) Name of the Institution:

   Address:

   Tele No., Fax No., Telex No.

2. Activity for which authorisation is sought:

   (i) Generation
   (ii) Collection
   (iii) Reception
   (iv) Storage
   (v) Transportation
   (vi) Treatment
   (vii) Disposal
   (viii) Any other form of handling

3. Please state whether applying for fresh authorisation or for renewal:
   (in case of renewal previous authorisation number and date)

4. (i) Address of the institution handling bio-medical wastes:
   (ii) Address of the place of the treatment facility:
   (iii) Address of the place of disposal of the waste:

5. (i) Mode of transportation (if any) of bio-medical waste:
   (ii) Mode(s) of treatment:

6. Brief description of method of treatment and disposal (attach details):

7. (i) Category (See Schedule I) of waste to be handled
   (ii) Quantity of waste (Category-wise) to be handled per month

8. **Declaration**

I do hereby declare that the statements made and information given above are true to the best of my knowledge and belief and that I have not concealed any information.
I do also hereby undertake to provide any further information sought by the prescribed authority in relation to these rules and to fulfil any conditions stipulated by the prescribed authority.

Signature of the applicant

Date :

Designation of the applicant

Place :

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FORM IV C / I C

KERALA STATE POLLUTION CONTROL BOARD

APPLICATION FOR CONSENT/AUTHORISATION/REGISTRATION

(HOTELS/OFFICES/COMMERCIAL ESTABLISHMENTS / RESIDENTIAL APARTMENTS)

PART I

NAME AND ADDRESS OF ESTABLISHMENT:

I am the occupier of above establishment. I hereby apply for clearance/s under:

tick appropriate cells

NAME OF STATUTE	ESTABLISH	OPERATE	RENEW

- The entries in the application/s are true to the best of my knowledge, information and belief. I have signed hereunder, at the end of the application/s and on enclosure/s in affirmation of that.
- I undertake to furnish any information, explanation and/or clarification within 15 days of it being called for to make my application complete. I understand that the date on which the application is made complete in all respects will only be counted as the date of the application.
- I agree to abide by the conditions of the Consent/Authorisation and the pertinent legal provisions.
- I undertake to render access to functionaries and empowered officers of the Board to inspect the establishment and its premises and peruse records thereof.
- Any change in line of activity/pollution load will be effected only after obtaining the Consent/ Authorisation for which a fresh application will be made.

Signature :

Place : Name :

Date : Designation :

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PART II
GENERAL INFORMATION

1.

	REGISTERED OFFICE/ ADMINISTRATIVE OFFICE	OCCUPIER
Postal Address		
PIN		
Telephone		
Fax		
e-mail		
Website		

2.

	OWNERSHIP	AREA IN HECTARE	ADDRESS OF LESSOR, IF ON LEASE
Built up area			
Free area			
Survey no.		Ward no. & name	
Village		Panchayat/ Municipality/ Corporation	
Taluk		District	

3. Management : Government/Quasi-government/Local body/Trust/Co-operative/ Proprietary concern/Partnership/Private/Public Limited Company/ other (specify)

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4. Particulars of last clearance/s obtained:

CLEARANCE	GRANT/ REFUSAL	NO.	DATE	VALIDITY
Consent under Water Act				
Consent under Air Act				
Authorisation under HW Rules				

5. Date of Commissioning:
(if new, anticipated date)

6. Nearest building/water body within 100 m:

	OWNERSHIP	USE	DISTANCE, in m *(to be marked on site plan)*
From the building			
From Effluent Treatment Plant			
Dug well/tube well/pond			
stream/river/lake/ backwater/sea			

7. Total occupants/staff:

8. Laundry: Yes / No

9. Kitchen: Yes / No

10. Number of staff quarters within the premises:

Number of residents:

11.

GROSS FIXED CAPITAL INVESTMENT in lakh*(Rs)	AMOUNT	MODE OF PAYMENT	PERIOD

* (Produce affidavit in stamp paper worth Rs.50/- or Chartered Accountant's Certificate or copy of Audited Balance Sheet).

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PART III

WASTE WATER MANAGEMENT

1. Water consumption details:

Sl. No.	PURPOSE	CONSUMPTION l/d
1	Cooling (non-contact)	
2	Cooling (contact), humidification	
3	Boiler feed	
4	Domestic (including sanitation and canteen)	
5	Laundry	
6	Irrigation (including gardening)	
7	Others (specify)	
	TOTAL	

2. Source/s of water with quantity:

3. Effluent treatment details:

(Detailed project report of effluent treatment with schematic diagram of each unit operation/process is to be provided. Include details of sludge management system also)

4. Effluent quantity and quality:

OUTLET NUMBER	QUANTITY m^3/d	QUALITY			RECIPIENT BODY*
		PARAMETER	UNIT	CONCENT -RATION	

** (In case of discharge to land, extent and survey number shall be provided)*

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5. Recycle/Reuse of treated waste water:

QUANTITY, l/d	Use

6. Water Budget:

(Account for difference between water consumption and effluent generated)

7. Details of rain water harvesting:

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PART IV

AIR POLLUTION MANAGEMENT

1. Fuel consumption:

FUEL	CONSUMPTION tpd/kld	USE
LSHS		
Furnace oil		
Diesel		
Others(specify)		

2. Stack details:

STACK No.	MATERIAL OF CONSTRUCTION	DIMENSION		HEIGHT ABOVE ROOF LEVEL,m *(for generators only)*
		HEIGHT, m	DIAMETER, cm	

STACK No.	SOURCE OF EMISSION		FUEL	
	EQUIPMENT	CAPACITY	TYPE	QUANTITY (tpd or kld)

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3. Emission details:

STACK No.	DESIGN FLOW Nm^3/h	CONCENTRATION in mg/Nm^3, at 12% CO_2 correction				
		PM	SO_2	NO_x	CO	Others

4. Emission control & monitoring:

STACK No.	PORT HOLE (Y/N)	PLATFORM (Y/N)	LADDER (Y/N)

SOURCES	CONTROL MEASURES

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PART V

SOLID WASTE MANAGEMENT

NON HAZARDOUS WASTE MANAGEMENT

1.

CATEGORY	QUANTITY t/y	DETAILS OF STORAGE, TREATMENT & DISPOSAL
Garbage		
ETP Sludge (non hazardous)		
Others (specify)		

OTHER PARTICULARS

2. Green-belt details: *(also to be shown in site plan)*

3. Details of litigations pending, if any, against pollution due to your establishment:

4. Details of separate energy meters, if provided, for pollution control equipments:

5. Details of stand-by power, if provided, for pollution control equipments:

6. Any other pertinent matter:

Signature:

Name:

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Accompaniments:

1. Document indicating remittance of consent fee.
2. Site plan (in A4/A3 size) showing residences/structures, water bodies, roads etc., within 100m radius of the establishment.
3. Affidavit in stamp paper worth Rs. 50/- or Certificate by Chartered Accountant or such other evidence on gross fixed capital investment, without depreciation.
4. Lay out of buildings with location of effluent treatment plant and outlet/s (inA4/A3 size). Set back between the boundary and the structure shall be indicated.
5. Effluent Treatment Plant flow diagram.
6. Analysis reports on effluents, water, emissions, air and sound level.

INSTRUCTIONS

1. The application is to be made by the occupier.
2. The application is to be submitted in triplicate to the Office of the Board in the District.
3. The duplicate and triplicate copy can be photocopies of the original but copy should have the signature of the applicant in original. The copy should have copies of the accompanimets.
4. State NA if any item is not applicable.
5. If the space provided is insufficient, duly referenced additional sheets can be used.
6. The gross fixed capital investment shall include the cost of land, buildings, plant, machinery, etc. without depreciation upto the date of application. If the land is on lease 20 times of the annual lease amount shall be taken as cost of land.
7. Consent fees shall be paid for a period of 3 years. In case fees under Water Act, Air Act, Hazardous wastes are already paid for part of the period, proportionate fees for the balance period are to be paid. For the purpose of calculation of consent fee, part of a year shall be counted as one year.
8. The consent fees is to be paid in favour of Kerala State Pollution Control Board.
9. The analytical data in Part III and Part IV shall be supported by reports of analysis done by laboratory approved by the Board.
10. Pollution prevention, control and monitoring facilities may be got designed and installed preferably by consultants approved by the Board.
11. The following documents are available at the Board offices on request, free of cost.
    a. Chart of consent fee payable
    b. List of laboratories/Consultants approved by the Board.

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Form IV D / ID

KERALA STATE POLLUTION CONTROL BOARD

APPLICATION FOR CONSENT

(HOUSE BOATS / PASSENGER BOATS)

PART I

NAME,CUT NUMBER AND LICENCE NUMBER :

I am the occupier of above vessel. I hereby apply for clearance/s under:

tick appropriate cells

NAME OF STATUTE	ESTABLISH	OPERATE	RENEW

- The entries in the application/s are true to the best of my knowledge, information and belief. I have signed hereunder, at the end of the application/s and on enclosure/s in affirmation of that.
- I undertake to furnish any information, explanation and/or clarification within 15 days of it being called for to make my application complete. I understand that the date on which the application is made complete in all respects will only be counted as the date of the application.
- I agree to abide by the conditions of the consent and the pertinent legal provisions.
- I undertake to render access to functionaries and empowered officers of the Board to inspect the vessel and peruse records thereof.
- Any change in line of activity/pollution load will be effected only after obtaining the Consent for which a fresh application will be made.

Signature:

Place:

Name:

Date:

Designation:

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PART II

GENERAL INFORMATION

1.

	REGISTERED OFFICE/ADMINISTRATIVE OFFICE	OCCUPIER
Postal Address		
PIN		
Telephone		
Fax		
e-mail		
Website		

2. Management: Government/Quasi-government /Local body/Trust/Co-Operative / Proprietary concern/ Partnership/Private/Public Limited Company/other (specify)

3. Category: SMALL/MEDIUM/LARGE (as per norms of Industries Department)

4. Particulars of last clearance/s obtained:

CLEARANCE	GRANT / REFUSAL	No.	DATE	VALIDITY
Consent under Water Act				
Consent under Air Act				
Authorisation under HW Rules				

5. Date of Commissioning:
(if new, anticipated date)

6. Details of engine and generator:

7. Passenger capacity:

8. Number of on-board staff:

9. Water consumption, litre/day

10. Number of toilets:

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11. Sewage holding capacity in litre:

12. Garbage storage capacity in kg:

13. Details of treatment & disposal of sewage and garbage:

14. Address of consented disposal facility:
(if disposed through land based disposal facility)

15. Fuel

TYPE OF FUEL	CONSUMPTION l/d	USE

16.

GROSS FIXED CAPITAL INVESTMENT in lakh * (Rs)	AMOUNT	MODE OF PAYMENT	PERIOD

*(Produce affidavit in stamp paper worth Rs.50/- or Chartered Accountants Certificate or copy of Audited Balance Sheet)

17 . Any other pertinent matter :

Signature:

Name:

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Accompaniments:

1. Document indicating remittance of consent fee.
2. Site Plan (in A4/A3size) showing residences/ structures, water bodies, roads etc., within 100m radius of the disposal facility.
3. Drawing of house boat showing the position of rooms, collection tank, outlet dis charge, and sampling point.
4. Authorisation/Consent regarding disposal facility.
5. Lay out plan of land site for disposal of garbage/sewage and the structures,water bodies, roads and land marks within 100 m of the boundary (in A4/A3 size). Set back between the boundary and the structure shall be indicated.
6. Effluent Treatment Plant flow diagram.
7. Analysis reports by laboratories approved by the Board on effluents.

INSTRUCTIONS

1. The application is to be made by the occupier.
2. The application is to be submitted in triplicate to the Office of the Board in the District.
3. The duplicate and triplicate copy can be photocopies of the original but copy should have the signature of the applicant in original. The copy should have copies of the accompaniments.
4. State NA if any item is not applicable.
5. If the space provided is insufficient, duly referenced additional sheets can be used.
6. The gross fixed capital investment in item 17 of Part II shall include the cost of land, buildings vessel, plant, machinery, etc. without depreciation upto the date of application. If the land is on lease 20 times of the annual lease amount shall be taken as cost of land.
7. Consent fees shall be paid for a period of 3 years. In case fees under Water Act, Air Act,Haz. Wastes Rules are already paid for part of the period, proportionate fees for the balance period are to be paid. For the purpose of caluclation of consent fee, part of a year shall be counted as one year.
8. The consent fees is to be paid in favour of Kerala State Pollution Control Board.
9. Pollution prevention, control and monitoring facilities may be got designed and installed preferably by counsultants approved by the Board.
10. The following documents are available at the Board offices on request, free of cost.
    a. Chart of consent fee payable
    b. List of laboratories/consultants approved by the Board

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FORM IV E / I E

KERALA STATE POLLUTION CONTROL BOARD

APPLICATION FOR CONSENT/ AUTHORISATION/ REGISTRATION

(STATIONARY DIESEL GENERATORS)

PART I

NAME AND ADDRESS OF ESTABLISHMENT:

I am the occupier of above establishment. I hereby apply for clearance/s under:

tick appropriate cells

NAME OF STATUTE	ESTABLISH	OPERATE	RENEW

- The entries in the application/s are true to the best of my knowledge, information and belief. I have signed hereunder, at the end of the application/s and on enclosure/s in affirmation of that.
- I undertake to furnish any information, explanation and/or clarification within 15 days of it being called for to make my application complete. I understand that the date on which the application is made complete in all respects will only be counted as the date of application.
- I agree to abide by the conditions of the consent and the pertinent legal provisions.
- I undertake to render access to functionaries and empowered officers of the Board to inspect the establishment and its premises and peruse records thereof.
- Any change in line of activity / pollution load will be effected only after obtaining the consent for which a fresh application will be made.

Place:

Date:

Signature:

Name:

Designation:

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PART II

GENERAL INFORMATION

1. Address:

	REGISTERED OFFICE/ ADMINISTRATIVE OFFICE	OCCUPIER
Postal Address		
PIN		
Telephone		
Fax		
e-mail		
Website		

2. Location Details

	OWNERSHIP	AREA IN HECTARE	ADDRESS OF LESSOR, IF ON LEASE
Built up area			
Free area			
Survey no.		Ward no. & name	
Village		Panchayat/ Municipality/ Corporation	
Taluk		District	

3. Management: Government/Quasi-government/Local body/Trust/Co-operative/ Proprietaryconcern/Partnership/Private/Public Limited Company/other (specify)

   Scale : Large/Medium/Small (as per norms of Industries Department)

4. Particulars of last clearance/s obtained:

CLEARANCE	GRANT/ REFUSAL	NO.	DATE	VALIDITY
Consent under Air Act				

5. Date of Commissioning:
   (*if new, anticipated date*)

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6. Nearest building within 25m:

	OWNERSHIP	USE	DISTANCE, in m (to be marked onsite plan)
From the DG Set			

7. Year of manufacture of DG set:

8. Manufacturer:

9. Generation capacity (in KVA)

10. (a) Whether the stationary DG set complies with MoEF Notification GSR 371(E) of May 17, 2002:
    (b) If so, details of Type Approval of DG set:

11.

GROSS FIXED CAPITAL INVESTMENT in lakh* (Rs.)	AMOUNT	MODE OF PAYMENT	PERIOD

*(produce affidavit in stamp paper worth Rs.50/- or Chartered Accountant's certificate or copy of Audited Balance Sheet)

12. Noise Control:

MEASURES IMPLEMENTED FOR COMPLYING WITH NOISE RULES	

13. Stack Particulars

MATERIAL OF CONSTRUCTION	HEIGHT IN m, (above roof level of the nearest building)	DIMENSIONS	
		HEIGHT,m	DIAMETER,cm

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14. Any other pertinent matter:

Signature:
Name:

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Accompaniments:

1. Document indicating remittance of consent fee.
2. Site Plan (in A4/A3 size) showing residences/structures, water bodies, roads etc., within 100 m radius of the Genertor set.
3. Affidavit in stamp paper worth of Rs.50/- or Certificate by Chartered Accountant or such other evidence on gross fixed capital investment, without depreciation.
4. Location drawing of stationary GG. sat (in A4/A3 size). Set back between the boundary and the generator unit shall be indicated.
5. Monitoring report on sound level.

INSTRUCTIONS

1. The application is to be made by the occupier.
2. The application is to be submitted in triplicate to the Office of the Board in the District.
3. The duplicate and triplicate copy can be photocopies of the original but copy should have the signature of the applicant in original. The copy should have copies of the accompaniments.
4. State NA if any item is not applicable.
5. If the space provided is insufficient, duly referenced additional sheets can be used.
6. The gross fixed capital investment shall include the cost of land, buildings, plant , machinery, etc.without depreciation upto the date of application. If the land is on lease 20 times of annual lease amount shall be taken as cost of land.
7. Consent fees shall be paid for a period of 3 years. In case fees under Air Act is already paid for part of the period, proportionate fees for the balance period are to be paid. For the purpose of calculation of consent fee, part of a year shall be counted as one year.
8. The consent fees is to be paid in favour of Kerala State Pollution Control Board.
9. The analytical data in Part III shall be supported by reports of analysis done bylaboratory approved by the Board.
10. The following documents are available at the Board offices on request, free of cost. Chart of consent fee payable.

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FILE NO.
Date of issue :

KERALA STATE POLLUTION CONTROL BOARD

CONSENT TO ESTABLISH

ISSUED UNDER

Section 25 of Water (Prevention & Control of Pollution) Act, 1974
Section 21 of the Air (Prevention & Control of Pollution) Act, 1981

and

Environment (Protection) Act, 1986

As per Application No. :
Dated:

TO

Consent No. :

Valid Upto :

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1. GENERAL

This integrated consent is granted subject to the power of the Board to withdraw consent, review and make variation in or revoke all or any of the conditions as the Board deems fit.

1	**VALIDITY**	
2	Name and Address of the establishment	
3	Communication	Telephone : Fax : E-mail:
4	Occupier Details	
5	Local Body	
6	Survey Number	
7	Village	
8	Taluk	
9	District	
10	Capital Investment(Rs in Lakhs)	
11	Scale	
12	Category	
13	Annual fee(Rs) Total Fee remitted(Rs)	
14	RAW MATERIAL	PRODUCTS
15	Total Power Required (HP)	

2. CONDITIONS AS PER The Water(Prevention and Control of Pollution)Act, 1974

2.1. In case of generation of trade effluent from the industry, effluent treatment system consisting of treatment units having adequate capacity established as per the proposal submitted along with the application shall be made functional before commissioning. Additional facilities required, if any, to achieve the standards laid down by the Board u/s 17(1) (g) of the Water Act shall also be made alongwith.

2.2 Water Consumption :

2.3. Effluent Generation :

2.4. The characteristics of effluent after treatment shall confirm to the following tolerance limits:

SI.NO.	**Characteristics**	**Unit**	**Tolerance Limit**	
			Sewage	**Trade Effluent**

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2.5. Mode of disposal of treated effluent :

3. CONDITIONS AS PER The Air(Prevention and Control of Pollution)Act, 1981

3.1. Adequate air pollution control measures shall be provided before commissioning of the industry. Additional facilities required, if any, to achieve the standards laid down by the Board shall also be madealong with.

Stack No.	Sources of Emission	Emission Rate(Nm3/Hr)	Stack Height above		Control Equipment
			Ground Level	Roof Level	

3.2. Emission characteristics shall not exceed the following:

SI.No.	Parameter	Limiting Standards (mg/Nm3)

4. CONDITIONS AS PER The Environment (Protection) Act, 1986.

4.1. The construction activities shall be carried out strictly in compliance with the provisions of the Noise Pollution (Regulation and Control) Rules 2000.

4.2. Used lead acid batteries shall be disposed of as per the Batteries (Management and Handling) Rules,2001

4.3. Hazardous waste generated, if any, shall be handled as per the Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016.

4.4. e-waste shall be disposed off safely as per the E-Waste (Management) Rules, 2016.

5. SPECIFIC CONDITIONS

DATE : SIGNATURE & SEAL OF ISSUING AUTHORITY

To

1. This digitally signed document is legally valid as per the Information Technology Act 2000

2. For verifying this document please go to krocmms.nic.in and search using date of issue/name of the unit/ApplicationNumberin“ConsentGrantedApplications”linkinthehomepageoftheBoard’sOnlineConsent Management and Monitoring System.

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Authenticity may be verified through https://compose.kerala.gov.in/

KERALA STATE POLLUTION CONTROL BOARD

FILE NO. :
Date of issue :

INTEGRATED CONSENT TO ESTABLISH - RENEWAL

Consent No :

Ref :

The ' Integrated Consent to Establish' issued as per reference above to M/s …… is hereby renewed upto …… and issued to M/s …… The consent(s)/variation order(s) cited under reference are integral part of this renewal order and this order is subject to the conditions stipulated therein and the following modifications/ additions.

I. GENERAL

S.No.	Items	Description

II. Stack Details

Stack No.	Sourceof Emission	Emission Rate(Nm3/Hr)	Stack Height above		Control Equipment
			GroundLevel(In Meters)	RoofLevel(In Meters)	

III. CONDITIONS

All other conditions of the Integrated Consent to Establish issued as per reference above remain unchanged.

DATE : SIGNATURE & SEAL OF ISSUING AUTHORITY

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Authenticity may be verified through https://compose.kerala.gov.in/

To

1. This digitally signed document is legally valid as per the Information Technology Act 2000

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FILE NO :
Date of issue :

KERALA STATE POLLUTION CONTROL BOARD

CONSENT TO

OPERATE/AUTHORISATION/REGISTRATION

ISSUED UNDER

The Water (Prevention & Control of Pollution) Act, 1974
The Air (Prevention & Control of Pollution) Act, 1981

and

The Environment (Protection) Act, 1986

As per Application No. :
Dated:

TO

Consent No. :
Valid Upto :

This is a digitally signed Gazette.
Authenticity may be verified through https://compose.kerala.gov.in/

1. GENERAL

This integrated consent is granted subject to the power of the Board to withdraw consent, review and make variation in or revoke all or any of the conditions as the Board deems fit.

1	**VALIDITY**	
2	Name and Address of the establishment	
3	Communication	Telephone : Fax :- E-mail:
4	Occupier Details	
5	Local Body	
6	Survey Number	
7	Village	
8	Taluk	
9	District	
10	Capital Investment(Rs in Lakhs)	
11	Scale	
12	Category	
13	Annual fee(Rs) Total Fee remitted(Rs)	
14	RAW MATERIAL	PRODUCTS
15	Total Power Required (HP)	

2. CONDITIONS AS PER
The Water (Prevention and Control of Pollution)Act, 1974

2.1. In case of generation of trade effluent from the industry, effluent treatment system consisting of treatment units having adequate capacity established as per the Integrated Consent to Establish issued shall be operational at all times during which the industry is functional. Additional facilities required, ifany, to achieve the standards laid down by the Board u/s 17(1) (g) of the Water Act shall also be made along with.

2.2. Water consumption:

2.3. Effluent generation:

2.4. The characteristics of effluent after treatment shall confirm to the following tolerance limits:

SI.NO.	**Characteristics**	**Unit**	**Tolerance Limit**	
			Sewage	**Trade Effluent**

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Authenticity may be verified through https://compose.kerala.gov.in/

2.5. Mode of disposal of treated effluent:

3. CONDITIONS AS PER The Air(Prevention and Control of Pollution)Act, 1981

3.1. Adequate air pollution control measures shall be operational at all times during the functioning of the industry. Additional facilities required, if any, to achieve the standards laid down by the Board shall also be made along with.

Stack No.	Sources of Emission	Emission Rate(Nm3/Hr)	Stack Height above		Control Equipment
			Ground Level	Roof Level	

3.2. Emission characteristics shall not exceed the following:

SI.No.	Parameter	Limiting Standards (mg/Nm3)

4. CONDITIONS AS PER The Environment (Protection) Act, 1986.

4.1. The operation of the industry shall be strictly in compliance with the provisions of the Noise Pollution (Regulation and Control) Rules 2000.

4.2. Used lead acid batteries shall be disposed of as per the Batteries (Management and Handling) Rules,2001

4.3. Hazardous waste generated, if any, shall be handled as per the Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016.

4.4. Activities for which Authorisation is granted under the Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016.

Collection		**transport**	
Reception		**Storage**	
Treatment		**Reprocessing/Disposal**	

4.5. Type, quantity and mode of storage/collection/disposal of hazardous wastes shall be as follows:

SI.No.	Hazardous Waste	Schedule Category	Quantity Tonne/year

Mode of	
Storage	**Disposal**

4.6. E-waste shall be disposed off safely as per the E-Waste (Management)Rules, 2016.

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5. SPECIFIC CONDITIONS

DATE : SIGNATURE & SEAL OF ISSUING AUTHORITY

To

1. This digitally signed document is legally valid as per the Information Technology Act 2000

2. For verifying this document please go to krocmms.nic.in and search using date of issue/name of the unit/Application Number in “Consent Granted Applications” link in the home page of the Board’s Online Consent Management and Monitoring System.

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KERALA STATE POLLUTION CONTROL BOARD

FILE NO. :
Date of issue :

INTEGRATED CONSENT TO OPERATE - RENEWAL

Consent No :

Ref :

The ' Integrated Consent to Operate' issued as per reference above to M/s …… is hereby renewed upto …… and issued to M/s …… The consent(s)/variation order(s) cited under reference are integral part of this renewal order and this order is subject to the conditions stipulated therein and the following modifications/ additions.

I. GENERAL

S.No.	Items	Description

II. Stack Details

Stack No.	Sourceof Emission	Emission Rate(Nm3/Hr)	Stack Height above		Control Equipment
			GroundLevel(In Meters)	RoofLevel(In Meters)	

III. CONDITIONS

All other conditions of the Integrated Consent to Operate issued as per reference above remain unchanged.

DATE : SIGNATURE & SEAL OF ISSUING AUTHORITY

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To

1. This digitally signed document is legally valid as per the Information Technology Act 2000

2. For verifying this document please go to krocmms.nic.in and search using date of issue/name of the unit/ApplicationNumberin“ConsentGrantedApplications”linkinthehomepageoftheBoard’sOnlineConsent Management and Monitoring System.

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FORM 1

[See rule 6 (1)]

Application required for grant/renewal of authorisation for generation or collection or storage or transport or reception or recycling or reuse or recovery or pre-processing or co-processing or utilisation or treatment or disposal of hazardous and other waste

Part A: General (to be filled by all)

1. (a) Name and address of the unit and location of facility :
   (b) Name of the occupier of the facility or operator of disposal facility with designation, Tel, Fax and e-mail:
   (c) Authorisation required for (Please tick mark appropriate activity or activities:

(i) Generation	☐
(ii) Collection	☐
(iii) Storage	☐
(iv) Transportation	☐
(v) Reception	☐
(vi) Reuse	☐
(vii) Recycling	☐
(viii) Recovery	☐
(ix) Pre-processing	☐
(x) Co-processing	☐
(xi) Utilisation	☐
(xii) Treatment	☐
(xiii) Disposal	☐
(xiv) Incineration	☐

(d) In case of renewal of authorisation previous authorisation numbers and dates and provide copies of annual returns of last three years including the compliance reports with respect to the conditions of Prior Environmental Clearance, wherever applicable:

2. (a) Nature and quantity of waste handled per annum (in metric tonne or kilo litre)
   (b) Nature and quantity of waste stored at any time (in metric tonne or kilo litre)

3. (a) Year of commissioning and commencement of production:
   (b) Whether the industry works:

(i)	01 Shift	☐
(ii)	02 Shifts	☐
(iii)	Round the clock	☐

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4. Provide copy of the Emergency Response Plan (ERP) which should address procedures for dealing with emergency situations (viz. Spillage or release or fire) as specified in the guidelines of Central Pollution Control Board. Such ERP shall comprise the following, but not limited to:

- Containing and controlling incidents so as to minimise the effects and to limit danger to the persons, environment and property;
- Implementing the measures necessary to protect persons and the environment;
- Description of the actions which should be taken to control the conditions at events and to limit their consequences, including a description of the safety equipment and resources available;
- Arrangements for training staff in the duties which they are expected to perform;
- Arrangements for informing concerned authorities and emergency services; and
- Arrangements for providing assistance with off-site mitigatory action.

5. Provide undertaking or declaration to comply with all provisions including the scope of submitting bank guarantee in the event of spillage, leakage or fire while handling the hazardous and other waste.

Part B: To be filled by hazardous waste generators

1. (a) Products and by-products manufactured (names and product wise quantity per annum):

(b) Process description including process flow sheet indicating inputs and outputs (raw materials, chemicals, products, by-products, wastes, emissions, waste water etc.) Please attach separate sheets:

(c) Characteristics (waste-wise) and Quantity of waste generation per annum:

(d) Mode of management of (c) above:

i. Capacity and mode of secured storage within the plant;

ii. Utilisation within the plant (provide details);

iii. If not utilised within the plant, please provide details of what is done with this waste;

iv. Arrangement for transportation to actual users/ TSDF;

(e) Details of the environmental safeguards and environmental facilities provided for safe handling of all the wastes at point (c) above;

2. Hazardous and other wastes generated as per these rules from storage of hazardous chemicals as defined under the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989

Part C: To be filled by Treatment, storage and disposal facility operators

1. Provide details of the facility including:

(i) Location of site with layout map;

(ii) Safe storage of the waste and storage capacity;

(iii) The treatment processes and their capacities;

(iv) Secured landfills;

(v) Incineration, if any;

(vi) Leachate collection and treatment system;

(vii) Fire fighting systems;

(viii) Environmental management plan including monitoring; and

(ix) Arrangement for transportation of waste from generators.

2. Provide details of any other activities undertaken at the Treatment, storage and disposal facility site.

3. Attach a copy of prior Environmental Clearance.

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Part D: To be filled by recyclers or pre-processors or co-processors or users of hazardous or other wastes

1. Nature and quantity of different wastes received per annum from domestic sources or imported or both:

2. Installed capacity as per registration issued by the District Industries Centre or any other authorised Government agency. Provide copy:

3. Provide details of secured storage of wastes including the storage capacity:

4. Process description including process flow sheet indicating equipment details, inputs and outputs (input wastes, chemicals, products, by-products, waste generated, emissions, waste water, etc.). Attach separate sheets:

5. Provide details of end users of products or by-products:

6. Provide details of pollution control systems such as Effluent Treatment Plant, scrubbers, etc. including mode of disposal of waste:

7. Provide details of occupational health and safety measures:

8. Has the facility been set up as per Central Pollution Control Board guidelines? If yes, provide a report on the compliance with the guidelines:

9. Arrangements for transportation of waste to the facility:

Signature of the Applicant
Designation

Date……..

Place…….

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FORM7

[Seerule13(2) (c)]

APPLICATIONFORMFORONETIMEAUTHORISATIONOFTRADERSFORPART-DOF SCHEDULE III, WASTE

[TobesubmittedbytradertotheStatePollutionControlBoard]

1.	Nameandaddressoftraderwith Telephone,FaxNumberande-mail	:	
2.	TIN/VAT Number/Import/ Export Code	:	
3.	Descriptionandquantityofotherwaste tobeimported	:	
4.	Detailsofstorage,ifany	:	
5.	Namesandaddressofauthorised actualuser(s)	:	

Signature of the authorised person

Date:
Place:

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FORM2

[Seerule 6(2)]

FORM FOR GRANT OR RENEWAL OF AUTHORISATION BY STATE POLLUTION CONTROL BOARD TO THE OCCUPIERS, RECYCLERS, REPROCESSORS, REUSERS, USER AND OPERATORS OF DISPOSAL FACILITIES

1. Numberofauthorisationanddateofissue:
2. Referenceofapplication(No.anddate):
3. ……of …….is hereby granted an authorisation based on the enclosed signed inspection report for generation, collection, reception, storage, transport, reuse, recycling, recovery, pre-processing, co-processing, utilisation,treatment, disposal or anyother use of hazardous or other wastes or both on the premises situated at……...

DetailsofAuthorisation

Sl. No.	Category of HazardousWasteas pertheSchedulesI,II andIIIoftheserules	Authorised mode of disposal or recycling or utilisation or co-processing, etc.	Quantity (ton/annum)

(1) Theauthorisationshallbevalidforaperiodof……

(2) Theauthorisationissubjecttothefollowinggeneralandspecificconditions(Pleasespecifyany conditions that need to be imposed over and above general conditions, if any):

A. Generalconditionsofauthorisation:

1. The authorised person shall comply with the provisions of the Environment (Protection) Act, 1986, and the rules made there under.
2. Theauthorisationoritsrenewalshallbeproducedforinspectionattherequestofanofficerauthorisedbythe State Pollution Control Board.
3. The person authorised shall not rent, lend, sell, transfer or otherwise transport the hazardous and other wastes except what is permitted through this authorisation.
4. Any unauthorised change in personnel, equipment or working conditions as mentioned in the application by the person authorised shall constitute a breach of his authorisation.
5. The person authorised shall implement Emergency Response Procedure (ERP) for which this authorisation is beinggrantedconsideringallsitespecificpossiblescenariossuchasspillages,leakages,fireetc.andtheirpossible impacts and also carry out mock drill in this regard at regular interval of time;
6. Thepersonauthorised shallcomplywiththe provisionsoutlinedintheCentralPollutionControlBoardguidelines on "Implementing Liabilities for Environmental Damages due toHandling and Disposal of Hazardous Waste and Penalty"
7. It is the duty of the authorised person to take prior permission of the State Pollution Control Board to close down the facility.
8. Theimportedhazardousand other wastes shall be fullyinsuredfor transit as wellas for anyaccidental occurrence and its clean-up operation.
9. Therecordofconsumptionandfateoftheimportedhazardousandotherwastesshallbemaintained.
10. The hazardous and other waste which gets generated during recycling or reuse or recovery or pre-processing or utilisation of imported hazardous or other wastes shall be treated and disposed of as per specific conditions of authorisation.
11. Theimporterorexportershallbearthecostofimportorexportandmitigationofdamagesifany.
12. AnapplicationfortherenewalofanauthorisationshallbemadeaslaiddownunderthesRules.

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13. Any other conditions for compliance as per the Guidelines issued by the Ministry of Environment, Forest and Climate Change or Central Pollution Control Board from time to time.

14. Annual returns shall be filed by June 30th for the period ensuring 31st March of the year.

B. Specific conditions:

Date:

Signature of Issuing Authority

Designation and Seal

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"FORM 7A

[See rule 13 (2) (c)]

FORM FOR GRANT OF ONE-TIME AUTHORISATION BY STATE POLLUTION CONTROL BOARD TO THE TRADERS WHO ARE IMPORTING THE WASTE MENTIONED IN PART D OF SCHEDULE III

1. **Number of Authorisation:** ----

2. **Reference:** Application form for authorisation of traders for import of waste as per Part D of SCHEDULE III, of Hazardous and Other Waste (Management and Transboundary Movement) Rules, 2016 (**Unique application number**) dated ----------

3.[**Trader Name and Address], having storage locations at [**……..], is hereby granted an authorisation for import, storage and trading of other wastes contained in Part D of SCHEDULE III as follows:

Sr.No.	Name and Basel No. of Other Waste as per the SCHEDULE III, Part D of Hazardous and Other Waste (Management and Transboundary Movement) Rules, 2016	List and detailed address of actual or prospective users *	Quantity (ton/annum)

(Add additional rows as necessary)

* - Detailed list may be attached for each other waste.

4. This authorisation is granted as per the provisions of clause (c) of sub-rule (2) of rule 13, of Hazardous and Other Waste (Management and Transboundary Movement) Rules, 2016.

5. This authorisation is subject to the following general and specific conditions:-

A. General conditions:

(i) The authorised person shall comply with the provisions of the Environment (Protection) Act, 1986 (29 of 1986), and the rules made thereunder.

(ii) This authorisation shall be produced for inspection at the request of an officer authorised by the State Pollution Control Board.

(iii) The person authorised shall not import, store and trade in the imported other wastes other than those wastes permitted through this authorisation.

(iv) Authorised person shall intimate the State Pollution Control Board regarding change in the storage location or closure of storage facility.

(v) The waste which gets generated during storage and trading of imported other wastes shall be treated and disposed of as per prevailing regulations.

(vi) The importer shall bear the cost of import and mitigation of damages if any caused during the process of import, storage and trading.

(vii) Any other conditions for compliance as per the Guidelines issued by the Ministry of Environment, Forest and Climate Change or the Central Pollution Control Board, as the case may be, from time to time.

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(viii) Annual return as per FORM 4 shall be filed by June 30th for the period ensuring 31st March of the year.

(ix) The Authorised Trader shall be responsible to obtain other statutory permissions as may be required.

B. Specific conditions with respect to storage and handling of Other Waste:

(As may be specified by the Issuing Authority)

Date:

Signature of Issuing Authority

Designation and Seal

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FORM - I

[See rules 13 (2)]

APPLICATION FOR REGISTRATION FOR PRODUCERS or Brand Owners

From: .....

……

…….(Name and full address of the occupier)

To

The Member Secretary,

.....……. Pollution Control Board or Pollution Control Committee

…….

……..

Sir,

I /We hereby apply for registration under rule 9 of the Plastic Waste Management Rules, 2016

1. Producers

(A) other than micro and small enterprises (as per criteria of Ministry of Micro, Small and Medium Enterprises,Government of India)

	PART – A **GENERAL**	
1.(a)	Name and location of the unit	
(b)	Address of the unit	
(c)	Registration required for manufacturing of: i. Carry bags; (a) petro- based, (b) Compostable ii. Multilayered plastics	
(d)	Manufacturing capacity	
(e)	In case of renewal, previous registration number and date of registration	
2.	Is the unit registered with the District Industries Centre of the State Government or Union territory? If yes, attach a copy.	
3.(a)	Total capital invested on the project	
(b)	Year of commencement of production	
4.(a)	List and quantum of products and by-products	
(b)	List and quantum of raw materials used	
5.	Furnish a flow diagram of manufacturing process showing input and output in terms of products and waste generated including for captive power generation and water.	
6.	Status of compliance with these rules- Thickness – fifty micron (Yes/No)	
	PART – B **PERTAINING TO LIQUID EFFLUENT AND GASEOUS EMISSIONS**	
7.	a. Does the unit have a valid consent under the Water (Prevention and control of Pollution) Act, 1974 (6 of	

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	1974)? If yes, attach a copy	
	b. Does the unit have a valid consent under the Air (Prevention and Control of Pollution) Act, 1981 (14 of 1981)? If yes, attach a copy	
PART – C **PERTAINING TO WASTE**		
8.	Solid Wastes or rejects: a. Total quantum of waste generated b. Mode of storage within the plant c. Provision made for disposal of wastes	
9.	Attach or Provide list of person supplying plastic to be used as raw material to manufacture carry bags or plastic sheet of like or multilayered packaging	
10.	Attach or provide list of personnel or brand Owners to whom the products will be supplied	
11.	Action plan as per Regulation notified for Extended Producer Responsibility	
Name and Signature Designation Date : Place :		

(B) Producers; Micro and Small Enterprises (as per criteria of Ministry of Micro, Small and Medium Enterprises,Government of India)

PART-A General		
1.	Micro or Small Producer	
2.	Details: (a) Name and location (b) Registered Address (c) Postal Address (d) GST No. (e) PAN No. (f) CIN No (Applicable for companies) (g) Udyam Registration No.	
3.	Authorized Person Details: (a) Name (b) Designation (c) Mobile No. (d) Aadhaar No. (Aadhaar authentication on voluntary basis) (e) PAN No. (f) Email ID	

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4.	Plastic packaging manufactured: Category - I /Category - II/ Category - III/ Category - IV/Category – V)	
5.	Year of commencement of business	
6.	Unit Location: S.No. Place of Manufacturing unit Manufacturing capacity (plastic-packaging category wise)	
7.	Total Capital invested in project	
Part B: Details on plastic packaging		
8.	Manufacturing details Year 1 Year 2 Quantity (MT) 1. Raw material procured 2. Plastic packaging produced category-wise 3. Total Plastic packaging sold category-wise (MT) a. Plastic packaging sold to Brand owner b. Plastic packaging sold to Producer (Large and Medium) c. Plastic packaging sold to Producer (Small and micro) c. Plastic packaging sold to seller 4. Pre-consumer plastic packaging waste (MT)	
9.	Status of Compliance with Rule 4 of Plastic Waste Management Rules, 2016 as amended	Yes/No
10.	Cover Letter (with attachment)	
11.	Self-Declaration by Micro and Small Producers	
12.	Authorized Signatory	
13.	Self-Declaration: Name: Digital Signature Date: Place:	

Note:

(i) The registration shall be based upon self-declaration and done through centralized online portal on plastic packaging.

(ii) In case of proprietorship firm not registered under any Act or rules of the Central Government or the State Government, the proprietor may use his or her Permanent Account Number (PAN) issued by Income Tax Department for registration of the enterprise.

2. Brand Owners:

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PART – A **GENERAL**		
1.	Name, address and Contact number	
2	In case of renewal, previous registration number and date of registration	
3	Is the unit registered with the District Industries Centre of the State Government or Union territory? If yes, attach a copy.	
4.(a)	Total capital invested on the project	
(b)	Year of commencement of production	
5. (a)	List and quantum of products and by-products	
(b)	List and quantum of raw materials used	
PART – B **PERTAINING TO LIQUID EFFLUENT AND GASEOUS EMISSIONS**		
5	Does the unit have a valid consent under the Water (Prevention and control of Pollution) Act, 1974 (6 of 1974)? If yes, attach a copy	
6	Does the unit have a valid consent under the Air (Prevention and Control of Pollution) Act, 1981 (14 of 1981)? If yes, attach a copy	
PART – C **PERTAINING TO WASTE**		
7.	Solid Wastes or rejects: (a) Total quantum of waste generated (b) Mode of storage within the plant (c) Provision made for disposal of wastes	
8.	Attach or Provide list of person supplying plastic material	
9	Action plan on collecting back the plastic wastes	
		Name and Signature Designation Date : Place :

3. Importers:

Item 3, 4, 5 of Part A, Part B, and item 7 and 8 of Part C, to be filled as per applicability.

PART – A **GENERAL**		
1.	Name, Address and Contact number	

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2	In case of renewal, previous registration number and date of registration	
3	Is the unit registered with the District Industries Centre of the State Government or Union Territory? If yes, attach a copy.	
4.(a)	Total capital invested on the project	
(b)	Year of commencement of production	
5. (a)	List and quantum of products and by-products	
(b)	List and quantum of raw materials used	
6 (a)	Quantity of plastic sheet or like used for packaging of imported or to be imported products	
(b)	Quantity of imported or to be imported plastic sheet or like used for packaging for further supply or self-use	
(c)	Quantity of imported or to be imported multilayered packaging for further supply or self-use	
PART – B **PERTAINING TO LIQUID EFFLUENT AND GASEOUS EMISSIONS**		
5	Does the unit have a valid consent under the Water (Prevention and control of Pollution) Act, 1974 (6 of 1974)? If yes, attach a copy	
6	Does the unit have a valid consent under the Air (Prevention and Control of Pollution) Act, 1981 (14 of 1981)? If yes, attach a copy	
PART – C **PERTAINING TO WASTE**		
7.	Solid Wastes or rejects: (a) Total quantum of waste generated (b) Mode of storage within the plant (c) Provision made for disposal of wastes	
8. (a)	Attach or Provide list of person supplying imported (i) plastic sheet or like used for packaging, (ii) multilayered packaging	
(b)	Quantity of imported (i) plastic sheet or like used for packaging, (ii) multilayered packaging used for self use	
9	Action plan as per Regulation notified for Extended Producer Responsibility	
Name and Signature Designation Date :		

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Place :

FORM – II

[SEE RULE 13 (3)]

Application Form for Registration of Units Engaged in Processing or Recycling of Plastic Waste

1	Name and Address of the unit				
2	Contact person with designation, Tel./Fax /email				
3	Date of commencement				
4	No. of workers (including contract labour)				
5	Consent Validity	a. Water (Prevention & Control of Pollution) Act, 1974; Valid up to _____ b. Air (Prevention & Control of Pollution) Act, 1981; Valid up to _____ c. Authorization; valid up to ….			
6	Manufacturing Process	Please attach a flow diagram of the manufacturing process flow diagram for each product.			
7	Products and installed capacity of production (MTA)	Products		Installed capacity	
8	Waste Management:	S. No.	Type	Category	Qty.
	a. Waste generation in processing plastic-waste	i			
		ii			
	b. Waste Collection and transportation (attach details)				
	c. Waste Disposal details	S. No.	Type	Category	Qty.
		i			
	d. Provide details of the disposal facility, whether the facility is authorized by SPCB or PCC				
	e. Please attach analysis report of characterization of waste generated (including leachate test if applicable)				
9	Details of plastic waste proposed to be acquired through sale, auction, contract or import, as the case may be, for use as raw material	i. Name ii. Quantity required /year			
10	Occupational safety and health aspects	Please provide details of facilities			
11	Pollution Control Measures				
	Whether the unit has adequate pollution control systems or equipment to meet the standards of emission or effluents.	If Yes, please furnish details			
	Whether unit is in compliance with conditions laid down in the said rules.	Yes/No			
	Whether conditions exist or are likely to exist of the material being handled or processed posing adverse immediate or delayed impacts on the environment.	Yes/No			
	Whether conditions exist (or are likely to exist) of the material being handled or processed by any means capable of yielding another material (e.g. leachate) which may possess eco-toxicity.	Yes/No			
12	Any other relevant information including fire or accident mitigative measures				
13	List of enclosures as per rule				

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Date: Place:	Name and Signature Designation

FORM - III

[SEE RULES 13(4)]

APPLICATION FOR REGISTRATION FOR MANUFACTURERS OF PLASTIC RAW MATERIALS

From: .....

……

…….(Name and full address of the occupier)

To

The Member Secretary,

.....……. Pollution Control Board or Pollution Control Committee

…….

…….

Sir,

I/We hereby apply for registration under the Plastic Waste Management Rules, 2011

PART – A GENERAL		
1.(a)	Name and location of the unit	
(b)	Address of the unit	
(c)	In case of renewal, previous registration number and date of registration	
2.	Is the unit registered with the DIC or DCSSI of the State Government or Union Territory? If yes, attach a copy.	
3.(a)	Total capital invested on the project	
(b)	Year of commencement of production	
(c)	List of producers and quantum of raw materials supplied to producers	

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Date: Name and Signature
Place: Designation

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Central Pollution Control Board
(MinistryOf Environment, Forest andClimate Change,Govt.ofIndia)
PariveshBhawan,EastArjunNagar
Delhi-110032

Regn.No. Date

REGISTRATION CERTIFICATE FOR …….

(Under Rule-13(2) of the Plastic Waste Management Rules, 2016, as amended)

To,

(Legal Name:)

(Trade Name:)

Address

With reference to the application dated……..regarding registration as a **……**,this is to inform that your application has been processed and found in order. Now, therefore, Central Polution Control Board is pleased to grant the registration in favour of **……**vide registered office address **……..** as a ……., , for disposal of MLP & other plastic waste generated due to their products as per the EPR Action Plan given below:

Sl.No	FinancialYear				
	State/UT	Cat-I	Cat-II	Cat-III	Cat-IV
TOTAL					
Grand Total		**TPA**			

This certificate of registration shall be valid for a period of **……** from the date of issue of the letter unless revoked, suspended or cancelled. The Registration is granted subject to the following terms & conditions:

Signature

Name and Designation of the Approving Authority

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FORM - II

(See rule10)

APPLICATION FOR AUTHORISATION OR RENEWAL OF AUTHORISATION

(To be submitted by occupier of health care facility or common bio-medical waste treatment facility)

To

The Prescribed Authority
(Name of the State or UT Administration)
Address.

1. Particulars of Applicant:

(i) Name of the Applicant:
(In block letters & in full)

(ii) Name of the health care facility (HCF) or common bio-medical waste treatment facility (CBWTF) :

(iii) Address for correspondence:

(iv) Tele No., Fax No.:

(v) Email:

(vi) Website Address:

2. Activity for which authorisation is sought:

Activity	Please tick
Generation, segregation	
Collection,	
Storage	
packaging	
Reception	
Transportation	
Treatment or processing or conversion	
Recycling	
Disposal or destruction	
use	
offering for sale, transfer	
Any other form of handling	

3. Application for □ fresh or □ renewal of authorisation (please tick whatever is applicable):

(i) Applied for CTO/CTE Yes/No

(ii) In case of renewal previous authorisation number and date:

(iii) Status of Consents:

(a) under the Water (Prevention and Control of Pollution) Act, 1974

(b) under the Air (Prevention and Control of Pollution) Act, 1981:

----

4. (i) Address of the health care facility (HCF) or common bio-medical waste treatment fac[illegible]F):

(ii) GPS coordinates of health care facility (HCF) or common bio-medical waste treatme[illegible]BWTF):

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5. Details of health care facility (HCF) or common bio-medical waste treatment facility (CBWTF):

(i) Number of beds of HCF:

(ii) Number of patients treated per month by HCF:

(iii) Number healthcare facilities covered by CBMWTF: _____

(iv) No of beds covered by CBMWTF: _____

(v) Installed treatment and disposal capacity of CBMWTF:_____ Kg per day

(vi) Quantity of biomedical waste treated or disposed by CBMWTF:_____ Kg/ day

(vii) Area or distance covered by CBMWTF:_____

(pl. attach map a map with GPS locations of CBMWTF and area of coverage)

(viii) Quantity of Biomedical waste handled, treated or disposed:

Category	Type of Waste	Quantity Generated or Collected, kg/day	Method of Treatment and Disposal (Refer Schedule-I)
(1)	(2)	(3)	(4)
Yellow	(a) Human Anatomical Waste:		
	(b)Animal Anatomical Waste :		
	(c) Soiled Waste:		
	(d) Expired or Discarded Medicines:		
	(e) Chemical Solid Waste:		
	(f) Chemical Liquid Waste :		
	(g) Discarded linen, mattresses, beddings contaminated with blood or body fluid.		
	(h) Microbiology, Biotechnology and other clinical laboratory waste:		
Red	Contaminated Waste (Recyclable)		
White (Translucent)	Waste sharps including Metals:		
Blue	Glassware:		
	Metallic Body Implants		

6. Brief description of arrangements for handling of biomedical waste (attach details):

(i) Mode of transportation (if any) of bio-medical waste:

(ii) Details of treatment equipment (please give details such as the number, type & capacity of each unit)

	No of units	Capacity of each unit
Incinerators :		
Plasma Pyrolysis:		
Autoclaves:		
Microwave:		
Hydroclave:		
Shredder:		
Needle tip cutter or destroyer		
Sharps encapsulation or concrete pit:		
Deep burial pits:		
Chemical disinfection:		
Any other treatment equipment:		

7. Contingency plan of common bio-medical waste treatment facility (CBWTF)(attach documents):

8. Details of directions or notices or legal actions if any during the period of earlier authorisation

9. Declaration

I do hereby declare that the statements made and information given above are true to the best of my knowledge and belief and that I have not concealed any information.

I do also hereby undertake to provide any further information sought by the prescribed authority , these rules and to fulfill any conditions stipulated by the prescribed authority.

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Date : Signature of the Applicant

Place : Designation of the Applicant

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FORM –III

(See rule 10)

AUTHORISATION

(Authorisation for operating a facility for generation, collection, reception, treatment, storage, transport and disposal of biomedical wastes)

1. File number of authorisation and date of issue…….

2. M/s _____an occupier or operator of the facility located at _____is hereby granted an authorisation for;

Activity	Please tick
Generation, segregation	
Collection, Storage packaging	
Reception	
Transportation	
Treatment or processing or conversion	
Recycling	
Disposal or destruction	
use	
offering for sale, transfer	
Any other form of handling	

3. M/s _____is hereby authorized for handling of biomedical waste as per the capacity given below;

(i) Number of beds of HCF:

(ii) Number healthcare facilities covered by CBMWTF: _____

(iii) Installed treatment and disposal capacity:_____Kg per day

(iv) Area or distance covered by CBMWTF:_____

_____

(v) Quantity of Biomedical waste handled, treated or disposed:

Type of Waste Category	Quantity permitted for Handling
Yellow	
Red	
White (Translucent)	
Blue	

4. This authorisation shall be in force for a period of.....Years from the date of issue.

5. This authorisation is subject to the conditions stated below and to such other conditions as may be specified in the rules for the time being in force under the Environment (Protection) Act, 1986.

Date ……. Signature……..

Place: …… Designation ……..

*Terms and conditions of authorisation **

1. The authorisation shall comply with the provisions of the Environment (Protection) Act, 1986 and the rules made there under.

2. The authorisation or its renewal shall be produced for inspection at the request of an officer authorised by the prescribed authority.

3. The person authorized shall not sell, transfer or otherwise transport the bio[illegible]stes without

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obtaining prior permission of the prescribed authority.

4. Any unauthorised change in personnel, equipment or working conditions as mentioned in the application by the person authorised shall constitute a breach of his authorisation.

5. It is the duty of the authorised person to take prior permission of the prescribed authority to close down the facility and such other terms and conditions may be stipulated by the prescribed authority.

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FORM – I

[see rule 15 (y) 16 (1) (c), 21(3)]

Application for obtaining authorisation under solid waste management rules

for processing/recycling/treatment and disposal of solid waste

To,

The Member Secretary,

State Pollution Control Board or Pollution Control Committee,

of…....

Sir,

I/We hereby apply for authorisation under the Solid Waste Management Rules, 2016 for processing, recycling, treatment and disposal of solid waste.

1.	Name of the local body/agency appointed by them/ operator of facility	
2.	Correspondence address Telephone No. Fax No. ,e-mail:	
3.	Nodal Officer & designation(Officer authorised by the local body or agency responsible for operation of processing/ treatment or disposal facility)	
4.	Authorisation required for setting up and operation of the facility (Please tick mark)	waste processing recycling treatment disposal at landfill
5.	Attach copies of the Documents Site clearance (local body) Proof of Environmental Clearance Consent for establishment Agreement between municipal authority and operating agency Investment on the project and expected return	

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6.	**Processing/recycling/treatment of solid waste** (i) Total Quantity of waste to be processed per day Quantity of waste to be recycled Quantity of waste to be treated Quantity of waste to be disposed into landfill (ii)Utilisation programme for waste processed (Product utilisation) (iii)Methodology for disposal (attach details) Quantity of leachate Treatment technology for leachate (iv) Measures to be taken for prevention and control of environmental pollution (v) Measures to be taken for safety of workers working in the plant (vi) Details on solid waste processing/recycling/ treatment/disposal facility (to be attached)	
7.	**Disposal of solid waste** Number of sites identified Quantity of waste to be disposed per day Details of methodology or criteria followed for site selection (attach) Details of existing site under operation Methodology and operational details of landfilling Measures taken to check environmental pollution	
8	Any other information.	

Date: Signature:

Place: Designation

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Form- II

[see rule 16 (1) (e)]

Format for issue of authorisation

File No.: _____

Dated:_____

Authorisation No_____

To

Ref: Your application number_____dt. _____

The_____State Pollution Control Board/Pollution Control Committee after examining the proposal hereby authorises_____ having administrative office at_____to set up and operate waste processing/recycling/ treatment/disposal facility at_____

The authorisation is hereby granted to operate the facility for processing, recycling, treatment and disposal of solid waste.

The authorisation is subject to the terms and conditions stated below and such conditions as may be otherwise specified in these rules and the standards laid down in Schedules I and II under these rules.

The_____State Pollution Control Board/Pollution Control Committees of the UT may, at any time, revoke any of the conditions applicable under the authorisation and shall communicate the same in writing.

Any violation of the provision of the Solid Waste Management Rules, 2016will attract the penal provision of the Environment (Protection) Act, 1986 (29 of 1986).

(Member Secretary)

State Pollution Control Board/Pollution Control Committee of the UT

(Signature and designation)

Date:

Place:

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#Construction and Demolition Waste Management Rules, 2016

FORM – I

See [Rule 7 (2)]

Application for obtaining authorisation

To,
The Member Secretary

_____Name of the local authority or Name of the agency : appointed by the municipal authority

Correspondence address Telephone No. Fax No.	
Nodal Officer and designation (Officer authorized by the competent authority or agency responsible for operation of processing or recycling or disposal facility)	
Authorisation applied for (Please tick mark)	Setting up of processing or recycling facility of construction and demolition waste
Detailed proposal of construction and demolition waste processing or recycling facility to include the following Location of site approved and allotted by the Competent Authority. Average quantity (in tons per day) and composition of construction and demolition waste to be handled at the specific site. Details of construction and demolition waste processing or recycling technology to be used. Quantity of construction and demolition waste to be processed per day. Site clearance from Prescribed Authority. Salient points of agreement between competent authority or local authority and operating agency (attach relevant document). Plan for utilization of recycled product. Expected amount of process rejects and plan for its disposal (e.g., sanitary landfill for solid waste). Measures to be taken for prevention and control of environmental pollution. Investment on project and expected returns. Measures to be taken for safety of workers working in the processing or recycling plant. Any preventive plan for accident during the collection, transportation and treatment including	

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processing and recycling should be informed to the Competent Authority (Local Authority) or Prescribed Authority	
Date:	**Signature of Nodal Officer**

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#Construction and Demolition Waste Management Rules, 2016

Form-II

See [Rule (7) (3)]
Format for Issue of Authorisation to the Operator

File No.: _____

To,

Date : _____

_____
_____
_____

Ref : Your application number_____Dt. ……

The_____State Pollution Control Board or Pollution Control Committee after examining
the proposal hereby authorizes _____ having their administrative office at _____to set up and operate construction and demolition waste processing facility at_____on the terms and conditions (including the standards tocomply) attached to this authorisation letter.

1. The validity of this authorisation is till_____. After expiry of the validity period,renewal of authorisation is to be sought.

2. The_____State Pollution Control Board or Pollution Control Committee may, at any time, for justifiable reason, revoke any of the conditions applicable under the authorisation and shall communicate the same in writing.

3. Any violation of the provision of the construction and demolition Waste Management Rules, 2016 shall attract the penal provision of the Environment (Protection) Act, 1986 (29 of 1986).

Date:
Place:

(Member Secretary)
State Pollution Control Board/
Pollution Control Committee

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Form 2(A)
(see rule 8 and 9)

[**Application to be submitted by recycler or refurbisher for grant of one time registration]**

1.	Name of the recycler	
2.	Registered address and website address	
3.	Phone No.(landline and mobile)	
4.	Email ID	
5.	Authorised person(s) Name	
6.	Authorised person(s) Email ID	
7.	Authorised person Mobile No.	
8.	GST No.	
9.	Consent Validity	a. Under Air Act, 1981; Valid up to – b. Under Water Act, 1974; Valid up to –
10.	Validity of Authorisation under rule 6 of the Hazardous Wastes (Management and Handling) Rules, 2016	Valid up to -
11.	Validity of certification of registration with District Industries Centre	Valid up to –
12.	Capacity of recycling unit(s) in (MTA)	a. Installed b. Operating(details of last three years)

Signature of the authorised person

Place:

Date:

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Form 2(B)
(see rule 12)

[**Format for grant of registration to recycler or refurbisher by State Pollution Control Boards]**

Ref.: Your application number for registration
dt.

Registration No.:…….

M/s ---------- is hereby granted registration for recycling and/or refurbishment of Waste Battery in line with provisions under Battery Waste Management Rules, 2022.
The registration shall be valid for a period of years from date of issue.
Any violation of the provision(s) of the Battery Waste Management Rules, 2022 will attract the penal provision of the Environment (Protection) Act, 1986 (29 of 1986).

(Member Secretary)

State Pollution Control Board

(Signature and designation)

Date:
Place:

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XII. LEGAL METROLOGY DEPARTMENT

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APPLICATION FOR REGISTRATION AS MANUFACTURER/ PACKER / IMPORTER

(See rule 27 of the Legal Metrology (Packaged Commodities) Rules , 2011

(All entries in capital letters)

1. Status

Proprietorship		Indian
Partnership		Others
Co-op.society		
Company/Corporation		

2. a) Name of Applicant

b)Surname

c)Relationship to the firm

3. Name of the establishment

4. Name and address of the proprietor/
Mg. Director/Directors,
Mg. Partner Partners etc.

5. a) Complete Postal address of the Establishment

Building No.and name	
Street/road/Locality	
Village Panchayath	
Post Office	
Taluk	
District	
Pincode	

Tel.Phone No.

Email Id, if any

b) Shorter address if

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any, to be registered

c) Correspondence address

with PIN code

d) Address of the premises where packing storing or labeling is done(with PIN

c) Date of commencement

d	d	m	m	y	y	y	y

6. Name of Commodities to be pre-packed or imported

1									
2									
3									
4									
5									

7. Name of Country of Import

DECLARATION

I hereby declare that the information given above is true to the best of my knowledge and I will abide by the Legal Metrology (Packaged Commodities) Rules 2011 as amended form time to time.

Place:

Date: Signature of the applicant

With name

Acknowledgement

Application for Registration as Manufacturer Packer/Importer from
……
…….has been
Received in this office and collected Rs…….
(Rupees ……..
…… only) towards registration fee vide Receipt no ……
Dated……

Deputy Controller
Name and Designation

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Recommendation

Ref. No…… The above application for Registration as Manufacturer Packer Importer is recommended.
Place:
Date: Deputy Controller
Name and Designation

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GOVERNMENT OF KERALA
DEPARTMENT OF LEGAL METROLOGY
VIKAS BHAVAN, THIRUVANANTHAPURAM - 695 033

CERTIFICATE OF REGISTRATION
(Under Rule 27(4) (b) of the Legal Metrology (Packaged Commodities) Rules, 2011

No: C3. /18 Dated at Thiruvananthapuram 00/00/18

Certified that Sri.

hase been registered in this office and Registration No.KRL/.....has been assigned and is having its manufacturing/packing units in the places as given below

Loc. No.	Location Address	Commodities Packed

CONTROLLER OF LEGAL METROLOGY

Note:-

1. The firm is requested to note that the registration made in this office does not necessarily constitute acceptance or recognition by the Government of any of the facts stated in their application. Further, the registration will not imply any commitment whatever on the part of Government to provide foreign exchange or any other assistance.
2. In case it is desired to suspend the activities, the registration certificate shall be returned to this office or cancellation.
3. In case of any addition/deletion of your units is required please apply for revised certificate. The units should be informed of about the firm's registration number and in case the enforcement officials require at the time of their inspection or at the time of net content checking of samples of product, the same shall be inform of them.

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APPLICATION FOR REGISTRATION AS MANUFACTURER/ PACKER / IMPORTER

(See rule 27 of the Legal Metrology (Packaged Commodities) Rules , 2011

(All entries in capital letters)

1. Status

Proprietorship		Indian
Partnership		Others
Co-op.society		
Company/Corporation		

2. a) Name of Applicant

b)Surname

c)Relationship to the firm

3. Name of the establishment

4. Name and address of the proprietor/
Mg. Director/Directors,
Mg. Partner Partners etc.

5. a) Complete Postal address of the Establishment

Building No.and name	
Street/road/Locality	
Village Panchayath	
Post Office	
Taluk	
District	
Pincode	

Tel.Phone No.

Email Id, if any

b) Shorter address if

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any, to be registered

c) Correspondence address with PIN code

d) Address of the premises where packing storing or labeling is done(with PIN

c) Date of commencement

d	d	m	m	y	y	y	y

6. Name of Commodities to be pre-packed or imported

1									
2									
3									
4									
5									

DECLARATION

I hereby declare that the information given above is true to the best of my knowledge and I will abide by the Legal Metrology (Packaged Commodities) Rules 2011 as amended form time to time.

Place:

Date: Signature of the applicant

With name

Acknowledgement

Application for Registration as Manufacturer Packer/Importer from
……
…….has been
Received in this office and collected Rs…….
(Rupees ……..
…… only) towards registration fee vide Receipt no ……
Dated……

Deputy Controller
Name and Designation

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Recommendation

Ref. No…… The above application for Registration as Manufacturer Packer Importer is recommended.
Place:
Date: Deputy Controller
Name and Designation

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GOVERNMENT OF KERALA

DEPARTMENT OF LEGAL METROLOGY
VIKAS BHAVAN, THIRUVANANTHAPURAM - 695 033

CERTIFICATE OF REGISTRATION AS IMPORTER

(Under Rule 27(4) (b) of the Legal Metrology (Packaged Commodities) Rules, 2011

No.C3./2017 Dated at Thiruvananthapuram, . . 17

Certified that **Sri.** has been registered in this office and Registration **No.KRL/IMP//17**has been assigned and is having its manufacturing/packing units in the places as given below.

Location No.	Address of Premises at which import is Made	Commodities Imported	Country(ies) from which imported

CONTROLLER OF LEGAL METROLOGY

Note:-

1. The firm is requested to note that the registration made in this office does not necessarily constitute acceptance or recognition by the Government of any of the facts stated in their application. Further, the registration will not imply any commitment whatever on the part of Government to provide foreign exchange or any other assistance.
2. In case I t is desired to suspend the activities, the registration certificate shall be returned to this office or cancellation
3. In case of any addition/deletion of your units is required please apply for revised certificate. The Units should be informed of the firm's registration number and in case the enforcement officials require at the time of their inspection or a the time of net content checking of samples of product, the same shall be informed of them.

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Annexure

SCHEDULE –II A

[See Rule 11(1)]

Form LR -1

[Application for licence as repairers of Weights and Measures under the Legal Metrology Act, 2009]

To,

		(To be filled by the applicants)	(Comments of Inspecting Officer)
(1)	(2)	(3)	
1. Name of the concern seeking the licence			
2. Complete address of the workshop			
3. (a) Whether premises are owned/rented/ taken on lease (duly supported by documents)			
(b) Date of establishment			

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	of work shop
423	Name(s)and address(s) along with their father"s /husband"s name of proprietor(s) and/ or partners and Managing Director(s) in the case of Limited company.
424	Number and date of shop/ establishment/current Municipal Trade Licence
425	Professional Tax/ IT Tax Registration Number etc. it any
426	The type of weights and measures proposed to be repaired
427	Area in which you wish to operate
428	Previous experience in the line
429	Number of skilled staff employed or proposed to be employed;
	skilled
	Semi-skilled
	Un skilled
	Employees trained in the line

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430	Details of machinery/ tools/accessories available
431	Availability of electric energy
13.	Have you sufficient stock of loan/ test weights etc.? Give details
432	Have you applied previously for a repairer"s licence ? If so, When and with what results?

To be certified by the applicant (s)

Certified that I/We have read the Legal Metrology Act, 2009 and the Kerala Legal Metrology (Enforcement) Rules, 2012 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We agree to deposit the Scheduled licence fees with Government as soon as required to do so by the Licencing Authority.

All the information furnished above is true to the best of my/our knowledge.

Place : .....

Date : Signature and Designation of the applicant

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To be filled in by Departmental Officer of the State Government

Date of Receipt of Application :

Serial Number of Application :

Date of Inspection :

Recommendation of Inspecting Officer :

Place : .....

Date : Signature and Designation of Inspecting Officer

Final Orders of Licensing Authority

Licence granted/refused :

Licence Number :

Valid till :

Place : .....

Date : Signature and Designation of the Licensing Authority

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SCHEDULE –III

[See Rule 11(3)]

LICENCING FORMS

Form LR -3

GOVERNMENT OF KERALA

Officer of the Controller of Legal Metrology

Licence to Repair Weights, Measures, Weighing Instruments or Measuring Instruments

Licence No…….. Year ……..

1. The Controller of Legal Metrology hereby grants to ……..

(Name and address of party or parties) a licence to repair the following :- (include details of the types of weights, measures, weighing instruments or measuring instruments that are licenced to be repaired by the party)

480 The licence is valid for the party named above in respect of his workshop located at ……..

481 This licence is valid from ……to ……

482 The repairer shall comply with the conditions noted below. If he fails to comply with any one, his licence is liable to be cancelled.

483 The party is licenced to repair weights, measures, weighing and measuring instruments in the areas mentioned below –

(Signature)

Controller of Legal Metrology

(Seal)

Date ……..

Place……..

Note :In the case of firm, its name with the names of all persons having any interest in the business should be given in paragraph (1).

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CONDITIONS OF LICENCE

1. The person in whose favour this licence is issued shall, -

Comply with all the relevant provisions of the Act and Rules for the time being in force;

Not encourage or countenance any infringement of the provisions of the Act or the Rules for the time being in force;

Exhibit this licence in some conspicuous part of the premises to which it relates;

Comply with any general or special directions that may be given by the Controller of Legal Metrology;

Surrender the licence in the event of closure of business and/or cancellation of Licence;

(i) Present the weights, measures, weighing or measuring instruments as the case may be duly repaired to the Legal Metrology Officer for undertaking verification and stamping before delivery to the user.

In the case of weights, measures, weighing or measuring instruments, if they are serviced/repaired before the date on which the verification falls due and where, in the process and the verification stamp of the Legal Metrology Officer is defaced, removed or broken, they shall be presented duly repaired to the Legal Metrology Officer for re-verification and stamping before delivery to the user.

Submit the application for renewal of this licence as required under the rules within thirty days of expirty of the validity of the licence.

Submit a detailed list of skilled employees for repairing and the same should be updated and to be submitted each year.

484 Every condition prescribed after the issue of this licence shall, if notified in the Official Gazette, be binding on the persons to whom the licnece has been granted.

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Renewal Entries

Current No……...Date……. Renewed for Seal Controller	Current No……...Date……. Renewed for Seal Controller
Current No……...Date……. Renewed for Seal Controller	Current No……...Date……. Renewed for Seal Controller

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Annexure

[See Rule 11(2)]
Form LR -2

[Application for renewal of Licence as repairer of Weights and Measures under the Legal Metrology Act, 2009]

To

	(To be filled by the applicants)	(Comments of the inspecting officer)
(1)	(2)	(3)
451 Name and complete address of the repairing concern/ person seeking renewal of the licence		
452 Repairer"s Licence Number		
453 Name(s) and address(s) along with their father"s/ husband"s name of proprietor(s) and/ or partners and Managing Director(s) in the case of Limited company		
454 Registration Number and date of current shop/ establishment Municipal Trade Licence.		
455 Registration Number of VAT/Sales Tax/CST/ Professional Tax/Income Tax.		

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456	(a) The Type of weights and measures repaired as per licence granted Do you propose any change ?
457	Area in which you are operating
458	Have you sufficient stock of loan/test weights, etc ?
459	Please give details with particulars of stamping

To be certified by the applicant (s)

Certified that I/We have read the Legal Metrology Act, 2009 and the Kerala Legal Metrology (Enforcement)Rules, 2012 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We have deposited the Scheduled licence fees of Rs..... (Rupees .....) to the Sub- Treasury/ Bank on ..... and the original challan is enclosed.

All the information furnished above is true to the best of my/our knowledge.

Place :
Date :

.....
Signature and Designation
of the applicant

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Annexure

SCHEDULE- II A

(See Rule 11(1)

Form-LM-1

[Application form for licence as manufacturer of Weights and Measures under the Legal Metrology Act, 2009]

To,

	To be filled by Applicant)	(Comments of the inspection officer)
(1)	(2)	(3)
403 Name of the manufacturing concern for which licence is desired		
404 Complete address of the concern. Whether premises are owned/rented/taken on lease/leave licence, duly supported by documents.		
405 Date of establishment of workshop/factory		
406 Name (s)and address(s) along with their father"s/ husband"s name of proprietor(s) and/or partners and Managing Director(s) in the case of Limited company		
407 The date and current registration number of factory/shop/establishment/ Municipal Trade Licence		

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408 Nature of manufacturing activities at present

409 The type of weights and measures proposed to be manufactured viz. :

Weights

Measures

Weighing Instruments

Measuring Instruments

with details in each case

410 The number of persons employed/proposed to be employed

Skilled

Semi-skilled

Unskilled

Specialist trained in the line

411 The monogram or trademark Intended to be imprinted on weights and measures to be manufactured

412 Details of machinery, tools accessories, owned and used for manufacturing weights measures etc.

413 Details of foundry/workshop facilities arranged. Whether ownership, long term lease etc.

414 Facilities of steel casting

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	and hardness testing of Vital parts etc. or other means.
415	Availability of electric energy
416	Details of loan received from Government or financial institution. If so, give details
417	Name of bankers, if any
418	VAT/Sales Tax Registration Number/CST Number/ Professional Tax Registration Number/IT Number
419	Have you applied previously for a manufacturer"s licence? if so, when and with what results?
420	(a) Whether the item (s) proposed to be manufactured will be sold within the State or out side the state or both
421	Details of Model Approval received from Government of India;
422	When can you produce for inspection samples of your products for which licence is desired ?

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To be certified by the applicant(s)

Certified that I/We have read the Legal Metrology Act, 2009 and the Kerala Legal Metrology (Enforcement) Rules, 2012 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We agree to deposit the Scheduled licence fees with Government as soon as required to do so by the Licencing Authority.

All the information furnished above is true to the best of my/our knowledge.

Place :
Date :

.....
Signature and Designation
of the applicant

To be filled in by Departmental Officer of the State Government

Date of Receipt of Application :

Serial Number of application :

Date of inspection :

Recommendation of
Inspecting Officer :

Place :
Date :

.....
Signature and Designation
of Inspecting Officer

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Final Orders of Licensing Authority

Licence granted/ refused :

Licence Number :

Valid till :

Place :
Date :

.....
Signature and Designation
of Licensing Authority

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[See Rule 11(3)]

Licencing Forms

Form LM -3

GOVERNMENT OF KERALA

OFFICE OF THE CONTROLLER OF LEGAL METROLOGY

Licence to manufacture, weights, Measurs, weighing or measuring instruments

Licence No. ..... Year.....

468 The Controller of Legal Metrology hereby grants to .....

(Name and address of party or parties) a licence to manufacture the following. (Include details of the weights, measures, weighing instruments or measuring instruments that are licenced to be manufactured by the party).

469 The licence is valid for the party named above in respect of his workshop located at .....

470 This licence is valid from .....to .....

471 The manufacturer shall comply with the conditions noted below. If he fails to comply with any one of these, his licence is liable to be cancelled.

472 The trade mark monogram being used by the manufacturer is as under

.....

(Signature)

Controller of Legal Metrology
Government of Kerala

(Seal)

Date .....

Place .....

Note :- In the case of firm, its name with the names of all names of all persons having interest in the business should be given in paragraph I.

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CONDITIONS OF LICENCE

473 The person in whose favour this licence is issued shall, -

Comply with all the relevant provisions of the Act and Rules for the time being in force;

Not encourage or countenance any infringement of the provisions of the Act or the Rules amended from time to time;

474 Exhibit this licence in some conspicuous part of the premises to which it relates;

475 Comply with any general or special directions that may be given by the Controller of Legal Metrology;

476 Surrender the licence in the event of closure of business and/or cancellation of Licence;

477 Present the weights, measures, weighing or measuring instruments as the case may be manufactured and meant for use within the State, to the Legal Metrology Officer for verification and stamping before sale;

478 Submit the application for renewal of this licence as required under the rules within thirty days of expiry of the validity of the licence;

479 Submit a detailed list of skilled employees and the same should be updated from time to time.

Every condition prescribed after the issue of this licence shall if notified in the Official Gazette, be binding on the persons to whome the licence has been granted.

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Renewal entries

Current No……...Date…… Renewed for Seal Controller of Legal Metrology	Current No……...Date…… Renewed for Seal Controller of Legal Metrology
Current No……...Date…… Renewed for Seal Controller of Legal Metrology	Current No……...Date…… Renewed for Seal Controller of Legal Metrology
Current No……...Date…… Renewed for Seal Controller of Legal Metrology	Current No……...Date…… Renewed for Seal Controller of Legal Metrology

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SCHEDULE –II B

[See Rule 11(2)]

Form LM -2

[Application for renewal of licence as Manufacturer or Weights and Measures under the Legal Metrology Act, 2009]

To

	(To be filled by the applicant)	(Comments of Inspecting Officer
(1)	(2)	(3)
442 Name and complete address of the manufacturing concern for which renewal of licence in desired.		
443 Manufacturing Licence No.		
444 Name(s) and address(s) along with their father"s/ husband"s name of proprietor(s) and /or partners and Managing Director(s) in the case of Limited company.		
445 (a) Type of weights and Measures which are manufactured as per licence granted Do you propose any change?		
446 The monogram or trade marks used on weights and measures manufactured by you		
447 Details of workshop facilities available.		
448 Details of production and salesin the last 5 years		

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449	Number and date of shop/ establishment Registration Number
450	Registration Number of VAT/Sales Tax/ CST/ Professional Tax/ Income Tax

To be certified by the applicant (s)

Certified that I/We have read the Legal Metrology Act, 2009 and the Kerala Legal Metrology (Enforcement) Rules,2012 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We have deposited the Scheduled licence fees of Rs…….. (Rupees ……) to the Sub-Treasury/ Bank on ……and the original challan is enclosed.

All the information furnished above is true to the best of my/our knowledge.

Place :

Date :

……

Signature and Designation of the applicant

SCHEDULE –II B

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SCHEDULE –II A

[See Rule 11(1)]

Form LD -1

[Application form for Licence as Dealers in Weights and Measures under the Legal Metrology Act, 2009]

To,

	(To be filled by the applicants)	(Comments of Inspecting Officer)
(1)	(2)	(3)
433 Name of the establishment/ shop/person seeking the licence.		
434 Complete address of the establishment etc.		
435 Date of establishment.		
436 Name(s) and address(s) of proprietors and/or partners and Managing Director(s) in the case of Limited company.		
437 Number and date of Registration Number of current shop/establishment/ Municipal Trade Licence.		
438 Categories of weights and measures sold/proposed to be sold at present		
439 Registration Number of VAT/CST/Sales Tax/ Professional Tax/ Income tax		

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440 Do you intend to import

	weights, etc. from places outside the State/Country ? If so indicate sources of supply (Give details of manufacturer‟s trade mark/monogram and his licence number) and provide.
	Registration of Importer of Weights and Measures, if any
	Approval of model imported into India by Central Government.
441	Have you applied previously for a dealer‟s licence, either in this State or elsewhere? If so give details

To be certified by the applicant (s)

Certified that I/We have read the Legal Metrology Act, 2009 and the Kerala Legal Metrology (Enforcement) Rules, 2012 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under.

I/We agree to deposit the Scheduled licence fees with Government as soon as required to do so by the Licencing Authority.

All the information furnished above is true to the best of my/our knowledge.

Place : ……..

Date : Signature and Designation of the applicant

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To be filled in by Departmental Officer of the State Government

Date of Receipt of Application :

Serial Number of application :

Date of Inspection :

Recommendation of Inspecting Officer :

Place : ……..

Date : Signature and Designation of the Inspecting Officer

Final Orders of Licensing Authority

Licence granted/refused :

Licence Number :

Valid till :

Place : ……..

Date : Signature and Designation of the Licensing Authority

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SCHEDULE –III

[See Rule 11(3)]

LICENCING FORM

Form - LD -3

GOVERNMENT OF KERALA

Office of the Controller of Legal Metrology

Licence to a dealer in weights, measures, weighing instruments of measuring instruments

Licence No..... Year.....

1. The Controller of Legal Metrology hereby grants to ..... (Name and address of party or parties) a licence to deal in the following (Indicate details of the types weights and measures, weights or measuring instruments that are licenced to be dealt with by party)

485 The licence is valid for the party named above in respect of his premises located at.....

486 This licence is valid from ..... to .....

487 The dealer shall comply with the conditions noted below. If he fails to comply with any one of those, his licence is liable to be cancelled.

(Signature)

Controller of Legal Metrology

Date..... (Seal)

Place.....

Note - In the case of firm its name with the names of all persons having any interest in the business should be given in paragraph (1).

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CONDITIONS OF LICENCE

488 The person whose favour this licence is issued shall,-

comply with all the relevant provisions of the Act and Rules for the time being in force;

not encourage or countenance any infringement of the provisions of the Act or the Rules for the time being in force;

exhibit this licence in some conspicuous part of the premises to which it relates;

comply with any general or special directions that may be given by the Controller of Legal Metrology;

surrender the licence in the event of closure of business and/or cancellation of Licence;

submit the application for renewal of this licence as required under the rules within thirty days of expiry of the validity of the licence;

not sell or offer, expose or possess for sale any non-standard weight or measure.

489 Every condition prescribed after the issue of this licence shall, if notified in the Official Gazette, be binding on the persons to whom the licence has been granted.

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Renewal entries

Current No……...Date…… Renewed for Seal Controller of Legal Metrology	Current No……...Date…… Renewed for Seal Controller of Legal Metrology
Current No……...Date…… Renewed for Seal Controller of Legal Metrology	Current No……...Date…… Renewed for Seal Controller of Legal Metrology
Current No……...Date…… Renewed for Seal Controller of Legal Metrology	Current No……...Date…… Renewed for Seal Controller of Legal Metrology

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Annexure

SCHEDULE –II B
[See Rule 11(2)]
Form LD -2
[Application for renewal of Licence as Dealer in Weights and Measures under the Legal Metrology Act, 2009]

To

	(To be filled by the applicants)	(Comments of the inspecting officer)
(1)	(2)	(3)
460 Name of the establishment/ shop/person seeking the renewal of licence		
461 Dealer"s Licence Number		
462 Date of establishment of the shop		
463 Name(s) and address(s) along with their father"s/ husband"s name of proprietor(s) and/or partners and Managing Director(s) in the case of Limited company.		
464 Registration Number and date of shop/ establishment/current Municipal Trade Licence.		
465 Categories of weights and measures sold at present		
466 Registration Number of VAT/CST/Sales Tax/ Professional Tax/ Income Tax		
467 Are you intending to		

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import weights and measures etc. from places outside the State/Country? If so, indicate sources of supply from the State(s) Country(s) (Give details of manufacturer"s trade mark/monogram and his licence number)
To be certified by the applicant (s) Certified that I/We have read the Legal Metrology Act, 2009 and the Kerala Legal Metrology (Enforcement) Rules, 2012 and agree to abide by the same and also the administrative orders and instructions issued or to be issued there under. I/We have deposited the Scheduled licence fees of Rs…….. (Rupees……) to the Sub-Treasury/ Bank on ……and the original challan is enclosed. All the information furnished above is true to the best of my/our knowledge. Place : …….. Date : Signature and Designation of the applicant.
SCHEDULE –III

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To

Designation…….

Legal metrology

Place…….

എന്റെ സ്ഥാപനത്തിൽ ഉപയോഗിച്ച് വരുന്ന ചുവടെ പറയുന്ന LVC/Bill, OV പ്രകാരമുള്ള അളവ് തൂക്ക ഉപകരണങ്ങളുടെ repairing /m calibration/ lead wire sealing ക്രമീകരണം എന്നിവയ്ക്കായി ലീഗൽ മെട്രോളജി റിപ്പയറിങ് ലൈസൻസി .....

ചുമതലപ്പെടുത്തിയിരുന്നു. പ്രസ്തുത അളവ് തൂക്ക ഉപകരണങ്ങൾ എന്റെ സ്ഥാപനത്തിൽ വന്നു പരിശോധിച്ചു മുദ്ര ചെയ്തു നൽകുന്നതിനുള്ള നടപടി ഉണ്ടാകണമെന്ന് അപേക്ഷിക്കുന്നു പുനഃപരിശോധന സർട്ടിപികര്റ ടി ലൈസൻസിയുടെ പക്കൽ കെടുത്തുവിടണം എന്നും അപേക്ഷിക്കുന്നു.

Name & Address	Stamping fee/ CF	Weights or measures	LVC/OV No & Date	Signature

Place : User/ License :
Date :

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സത്യാപന സർട്ടിഫിക്കറ്റ്

കേരള ലീഗൽ മെട്രോളജി കൺട്രോളറുടെ ആഫീസ്

ലീഗൽ മെട്രോളജി ആക്ട് 2009

കേരള ലീഗൽ മെട്രോളജി (എൻഫോഴ്സ്മെന്റ്) റൂൾസ്, 2012 [15 (3)] ഷെഡ്യൂൾ VIII

അസിസ്റ്റന്റ് കൺട്രോളർ/ഇൻസ്പെക്ടറുടെ പേര് : നമ്പർ :

താഴെപ്പറയുന്ന അളവ് /തൂക്ക ഉപകരണങ്ങൾ ഞാൻ ഇന്നേദിവസം പുനഃപരിശോധന നടത്തി മുദ്രപതിപ്പിച്ചിരിക്കുന്നു / തിരസ്കരിച്ചിരിക്കുന്നു.

പേര്, വിലാസം :

ജില്ല : താലൂക്ക് :

പഞ്ചായത്ത്/നഗരസഭ :

പ്രദേശം : രജിസ്റ്റർ നമ്പർ :

ഉപകരണങ്ങൾ	എണ്ണം	നിർമ്മാതാവിന്റെ പേര്, സീരിയൽ നമ്പർ	മുദ്രഫീസ്	അടുത്ത പരിശോധന ചെയ്യേണ്ടത്

മുദ്രഫീസ് (രൂപ) : മുൻവർഷത്തെ സർട്ടിഫിക്കറ്റ് നമ്പർ :

രജിസ്ട്രേഷൻ ഫീസ് (രൂപ) :

അഡീഷണൽ ഫീസ് (രൂപ) :

ഇന്റർസ്റ്റേറ്റ് അഡീഷണൽ ഫീസ് (രൂപ) :

ക്രമീകരണ/മറ്റ് ഫീസ് (രൂപ) : ക്യാഷ് രസീത് നമ്പർ :

ആകെ (രൂപ) : തീയതി :

ലൈസൻസിയുടെ പേര് :

തീയതി : *അസിസ്റ്റന്റ് കൺട്രോളർ /ഇൻസ്പെക്ടർ*

കുറിപ്പ്.— (1) മേൽ രേഖപ്പെടുത്തിയിരിക്കുന്ന അളവ്/തൂക്ക ഉപകരണങ്ങൾ അവ ഉപയോഗിക്കുന്ന സ്ഥലത്ത് ഈ സർട്ടിഫിക്കറ്റ് വ്യക്തമായി കാണാവുന്നവിധം പ്രദർശിപ്പിക്കേണ്ടതാണ്.

(2) കൊണ്ടുനടന്ന് വിൽപ്പന നടത്തുന്നവർ ഈ സർട്ടിഫിക്കറ്റ് കൈവശം സൂക്ഷിക്കേണ്ടതാണ്.

(3) ആട്ടോ ഫെയർ മീറ്റർ/വെഹിക്കിൾ ടാങ്ക് സംബന്ധിച്ച സർട്ടിഫിക്കറ്റ് വാഹനത്തിൽ തന്നെ സൂക്ഷിക്കേണ്ടതാണ്.

താഴെപ്പറയുന്ന ഉപകരണങ്ങൾ യഥാവിധി മുദ്രവച്ച്/തിരസ്കരിച്ച് തിരികെ കിട്ടിയിരിക്കുന്നു.

ഉപയോക്താവിന്റെയോ അ *ഏജന്റിന്റെയോ ഒപ്പ്*

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XIII. REGISTRATION DEPARTMENT

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User Registration Form

Registration of Charitable Society under The Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955 / The Indian Society Registration Act,1860

Name:	
Father's Name	
Date of Birth	
House Name:	
Place:	
Post Office:	
Pin Code:	
District:	
Local Body:	
Type of Local Body:	
Email:	
Mobile:	
Contact No:	
Photo: Attach File (JPG format, upto 40kb, bigger than 150 X 200)	
ID Proof: Attach File (PDF format, upto 2MB)	

Society Registration

District	
Name of Society	
Name of Society in Malayalam:	
Location of Office:	
Address:	
Local Body	

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Type of Local Body	
Act	
Registration Fee	
No. of Society Formation Members(Society has a minimum of 7 members)	
Date of Society Formation:	
Phone No	
Mobile No	
Email	

Member Details

No of Members	

Member Name	
Address	
Designation	

Member Name	
Address	
Designation	

Member Name	
Address	
Designation	

Member Name	
Address	
Designation	

Member Name	
Address	
Designation	

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Member Name	
Address	
Designation	

Member Name	
Address	
Designation	

Sd,

Applicant

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സംഘങ്ങൾ രജിസ്റ്റർചെയ്യുന്നത് സംബന്ധിച്ച

സർട്ടിഫിക്കറ്റ്

1955-ലെ **12**-ആമത് തിരുവിതാംകൂർ - കൊച്ചിസാഹിത്യ, ശാസ്ത്രീയ, ധർമ്മസംഘങ്ങൾ രാജിസ്റ്ററാക്കൽ ആക്ട്

ക്രമ നമ്പർ _____ വർഷം_____

1955-ലെ **12**-ആമത് തിരുവിതാംകൂർ - കൊച്ചിസാഹിത്യ, ശാസ്ത്രീയ, ധർമ്മസംഘങ്ങൾ രാജിസ്റ്ററാക്കൽ ആക്ട് അനുസരിച്ച്_____
_____
ഇന്നേ ദിവസം രജിസ്റ്റർ ചെയ്തതായി ഞാൻ ഇതിനാൽ സാക്ഷ്യപ്പെടുത്തുന്നു.

_____വർഷം _____മാസം_____ ആം തീയതിയായ ഇന്ന് ഞാൻ കയ്യൊപ്പ് വച്ചു നല്കിയിരിക്കുന്നു.

സീൽ

ഒപ്പ്
സംഘം രാജിസ്ട്രാർ

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FORM I

(See Rule 3)

APPLICATION FOR REGISTRATION OF FIRM BY THE NAME

Filing Fee Rs. 500

Presented or forwarded to the Registrar of Firms for filing by :

We the undersigned, being the partners of the firm hereby apply for registration of the said firm and for that purpose supply the following particulars, in pursuance of Section 58 of the Indian Partnership Act, 1932.

The Firm name (1)

Place of Business (a) Principal Place:

(b) Other Places :

Name of partners in full	Date of joining the firm	Permanent address in full
1.		
2.		

Duration of the firm :

Station :

Date :

Name and Signature of the partners of their specially authorized agents.

1.

2.

I, …… Son of ……, …….. year of age, of …… religion, do hereby declare that the above statement is true and correct to the best of my knowledge and belief.

Date :

Witness : Signature

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I, …… Son of …… , …….. year of age, of …… religion, do hereby declare that the above statement is true and correct to the best of my knowledge and belief.

Date :

Witness : Signature

If any partner is a minor the fact whether he is entitled to the benefits of partnership should be set out therein.

N.B. : This form must be signed by all partners or their agents specially authorized in this behalf in the presence of a witness or witnesses who must be either a Gazetted Officer, Advocate, Attorney, Vakil, Honorary Magistrate, Chartered Accountant, Income-tax Practitioner or Registered State Auditor.

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FORM II
(See rule 3)

STATEMENT OF ALTERATION IN THE NAME OF THE FIRM OR IN THE LOCATION OF THE PRINCIPAL PLACE OF BUSINESS

Filing Fee : Rs. 200

Presented or forwarded to the Registrar of Firms for filing by :

We the undersigned, being the partners of the firm (here enter name of the firm) hereby supply the following particulars in pursuance of Section 60 (1) of the Indian Partnership Act, 1932.

Name of firm (Previous name)
(New name)

Principal place of business (previous place)
(New place)

Station :

Date : Name and Signature of the partners of their specially authorized agents.

1.

2.

I, …… Son of ……., …….. year of age, of …… religion, do hereby declare that the above statement is true and correct to the best of my knowledge and belief.

Date :

Witness : Signature

I, …… Son of ……., …….. year of age, of …… religion, do hereby declare that the above statement is true and correct to the best of my knowledge and belief.

Date :

Witness : Signature

N.B. : *Strikeout item not required*

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FORM III

(See rule 4)

INTIMATION OF CHANGE IN THE PLACE OF BUSINESS (OTHER THAN PRINCIPAL PLACE OF BUSINESS)

Filing Fee : Rs. 200

Presented or forwarded to the Registrar of Firms for filing by :

Under Section 61 of the Indian Partnership Act, 1932, intimation is hereby given that the changes specified below have occurred in the place of business of the firm (here enter the name and Registration No. of the firm)

Date of change

(1) The firm has discontinued business at …….

(2) The firm has begun to carry on business at ……..

Station : ……

Date : …… Signature of any partners or Agent of the Firm.

N.B. : *Strikeout item not required*

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FORM IV
(See rule 4)

INTIMATION OF ALTERATION IN THE NAME OF PERMANENT ADDRESS OF PARTNER

Filing Fee : Rs. 200

Presented or forwarded to the Registrar of Firms for filing by :

Under Section 62 of the Indian Partnership Act, 1932, intimation is hereby given that the change specified below has occurred in the name and/or permanent address of partner in the firm (here enter the name & Register No. of the firm)

Name of Partners (Previous name in full)

(New name in full)

Address of partners (Previous permanent address) (in full)

(Present permanent address) (in full)

Station : ……

Date : …… Signature of any partners or Agent of the Firm.

N.B. : *Strikeout item not required*

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FORM V
(See rule 4)

NOTICE OF CHANGE IN THE CONSTITUTION OF THE FIRM OR OF THE DISSOLUTION OF THE FIRM

Filing Fee : Rs. 200

Presented or forwarded to the Registrar of Firms for filing by :

Under Section 63 (1) of the Indian Partnership Act, 1932, notice is hereby given that,

(1) The constitution of the firm (here enter Name and Reg. No. of the firm) has Been altered as follows:

Name and full address of the incoming partner and date of his joining the firm.	Name and full address of the outgoing partners and date of his ceasing to be partner.

Station : ……

Date : …… Signature of continuing, incoming or outgoing partners or of his specially authorized agent.

(2) The firm (here enter Name and Registration No. of the firm) has been dissolved with effect from the ……

Station : ……

Date : …… Signature of the person who were Partners immediately before dissolution or of his specially authorized agent.

N.B.: *Strikeout item not required*

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FORM VI
(See rule 4)

NOTICE OF ELECTION BY PERSON ADMITTED TO THE BENEFIT OF PARTNERSHIP ON ATTAINING MAJORITY

Filing Fee : Rs. 200

Presented or forwarded to the Registrar of Firms for filing under Section 63 (2) of the Indian Partnership Act, 1932, notice is hereby given that admitted to the benefit of partnership of the firm (here enter name and Registration No. of the firm) having now attained majority elects to become/elects not become a partners of the said firm.

Station : ……

Date : …… Signature of the person electing
or of his specially authorized agent.

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Form C

See Rule 10(a)

ACKNOWLEDGEMENT OF REGISTRATION OF FIRMS

The Registrar of Firms, Kerala hereby acknowldeges the receipt of the statement prescibed by section 68(1) of the Indian Partnership Act,1932. The statement has been filed and the name of the firm (.....) has been entered in the Register of Firms as No.(.....)

Place:

Date Registrar of Firms

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Form No. 20

Order No. 516 (a)

പരക്കെ (പൊതു) തിരച്ചിൽ അപേക്ഷ

അപേക്ഷകന്റെ പേരും മേൽവിലാസവും .....
.....

സബ് രജിസ്ററാർ അവർകൾക്ക്

താങ്കളുടെ ആഫീസിലെ പുസ്തകങ്ങൾ പരിശോധിച്ച് താഴെ വിവരിക്കുന്ന വസ്തുക്കളെ സംബന്ധിച്ച ഒരു ബാദ്ധ്യത സർട്ടിഫിക്കറ് തരുവാൻ അപേക്ഷിക്കുന്നു.

വസ്തു കിടക്കുന്ന വില്ലേജ് (പകുതി) ദേശം	
വസ്തുവിന്റെ പേരും സർവ്വെ നമ്പരും വിസ്തീർണ്ണവും	
വസ്തുവിന്റെ നാലതിരുകൾ	
തെരഞ്ഞു നോക്കേണ്ട ആണ്ടുകൾ	

മേൽ വിവരിച്ച വസ്തുക്കൾ ഒറമുതലാണെന്നും എന്റെ അറിവിൽപ്പെട്ടിടത്തോളം.....
.....ടെ വകയാണെന്നും ഞാൻ ഇതിനാൽ സത്യം ബോദ്ധ്യപ്പെടുത്തുന്നു.

സ്ഥലം :

തീയതി : അപേക്ഷകന്റെ ഒപ്പ്

GS No.....of 200

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} Examiner.....
}
E C ready on }

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APPENDIX VII

(Rules 168 and 169)

Certificate of Encumbrance of Property

Certificate No. of 19 .

Application No. of 19 .

having applied to me for a certificate giving particulars of registered acts and encumbrances, if any, in respect of undermentioned property.

(To be stated and described as given in the application.)

I hereby certify that a search has been made in Book I in the indexes relating thereto for years from the day of 19 to the day of 19 for acts and encumbrances affecting the said property and that on such search the following acts and encumbrances appear:

Serial No.	(a) Description of property	Date of execution	(b) Nature and value of document	Names of parties		Reference to document entry		
				Executants	Claimants	Volume	[49][Page]	[50][No. & Year]
1	2	3	4	5	6	7	8	9

(a) Enter the description as given in the document found.

(b) 1. In the case of a mortgage deed enter rate of interest and period of payment, if stated therein.

2. In the case of leases enter term of lease and annual rental.

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Certificate showing list of Documents executed by or in favour of a person

Certificate No. of 19
Application No. of 19

having applied to me for a certificate giving particulars of registered documents executed by or in favour of

I hereby certify that a search has been made for such documents in Books 1, 3 and 4 and in the indexes relating thereto for years from the day of 19 to the day of 19 and that on such search, the following appear:

Sl. No.	Name of village in which the property affected by the document is situated	Date of execution	Nature and value of document	Names of parties		Referencetodocumententry			
				Executant	Claimant	Book	Volume	Page	No. & Year
1	2	3	4	5	6	7	8	9	10

I also certify that save the aforesaid documents, no others have been found.

Documents registered in Book 3 or 4 copies of which the applicant is not entitled to obtain under the provisions of Section 57 of the IndianRegistration Act, are not covered by this certificate.

Search made and certificate prepared by (signature)

(Designation)

Search verified and certificate examined by (signature)

(Designation)

Office:

Date : (Seal)

Signature of Registering Officer.

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Form No. 19

Order No. 515 (a)

ഒററ രേഖക്കുള്ള ഹർജ്ജി

ഹർജ്ജിക്കാരന്റെ പേര് .....

മേൽവിലാസം .....

.....

സബ്രജിസ്ററാർ അവർകൾക്ക്

താങ്കളുടെ ആഫീസിലെ ബുക്കുകൾ പരിശോധിച്ച് താഴെപ്പറയുന്ന ആധാരത്തിന്റെ ഒരു പകർപ്പ് തരുവാൻ അപേക്ഷിക്കുന്നു.

1. ആധാരത്തിന്റെ വിവരം .....
2. എഴുതികൊടുത്തവരുടെ പേരും വിവരവും .....
3. അവകാശപ്പെട്ടവരുടെ പേരും വിവരവും .....
4. മുതൽ കിടക്കുന്ന ദേശം .....
5. മുതലിന്റെ പേര് .....
6. ബുക്കുകളിൽ തെരഞ്ഞുനോക്കേ കൊല്ലം .....
7. ബുക്കുകളിൽ തുടർച്ചയായി തെരഞ്ഞുനോക്കേണ്ട കൊല്ലമോ–കൊല്ലങ്ങളോ.....

തീയതി

ഹർജ്ജിക്കാരന്റെ ഒപ്പ്

S. No ..... C.No.....200.....

Search Fees .....

Search made on index (.....) for .....years

Copy fees

Document found Read out

Book .....Vol ..... Page ..... Number .....

Year ..... Stamp .... No of Pages

Search made by .....

Search Verified by .....

Copy prepared by.....

Compared by Reader .....
Examiner .....

..... Stamp Rs ..... and sheets of paper produced on .....

Sub Registrar

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Form No.21
[Order No.515(a)]

ഒരാൾ എഴുതിക്കൊടുത്തതോ എഴുതി വാങ്ങിയതോ ആയ ആധാരങ്ങളുടെ ലിസ്റ്റിനുള്ള അപേക്ഷ

അപേക്ഷകന്റെ പേരും മേൽവിലാസവും .....
.....സബ് രജിസ്ട്രാരവർകൾക്ക്
താങ്കളുടെ ഓഫീസിലെ ബുക്കുകൾ പരിശോധിച്ച് താഴെ വിവരിച്ച കക്ഷി എഴുതിക്കൊടുത്തതോ എഴുതി വാങ്ങിയതോ ആയ ആധാരങ്ങൾ അടങ്ങിയ ഒരു ലിസ്റ്റ് തരുവാൻ അപേക്ഷിക്കുന്നു.

1	കക്ഷിയുടെ പേര്	
2	കക്ഷിയുടെ വീട്ടുപേർ, തറവാട്ടുപേര്, അച്ഛന്റെയോ അമ്മയുടെയോ, കാരണവരുടെയോ പേര്, വില്ലേജ്(പകുതി) ദേശം, തൊഴിൽ മുതലായ വിവരങ്ങൾ	
3	തിരഞ്ഞുനോക്കേണ്ടുന്ന ആണ്ടുകൾ	

തീയതി..... മാസം..... ആണ്ട്.....

അപേക്ഷകന്റെ ഒപ്പ്

കുറിപ്പ് : 3-ഉം 4-ഉം പുസ്തകങ്ങളിൽ രജിസ്റ്റർ ചെയ്യപ്പെട്ട ആധാരങ്ങളുടെ വിവരങ്ങൾ ലിസ്റ്റിൽ ഉൾപ്പെടുത്തണമെങ്കിൽ അപേക്ഷകൻ ആക്ടിലെ 57 വകുപ്പു പ്രകാരം അതിന് അർഹനാണെന്ന് തെളിയിക്കേണ്ടതാണ്.

G.S.No..... of 19

Search Fees .....

Search made in Index I of ..... for years..... to .....

For Documents found vide EC No.....of.....

Filed in EC file Vol..... pages

Search made by .....

Verified by.....

List prepared by .....

Copy compared by: Reader.....

Examiner .....

List made ready on .....

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FORM III

[*See* Rule 7 (a)]

APPLICATION FOR REGISTRATION OF A MARRIAGE UNDER SECTIONS 15 OF THE SPECIAL MARRIAGE ACT, 1954, (Central Act, 43 OF 1954)

1. Names of parties — **A.B.** (Husband) [Passport Size Photo]

C.D. (Wife) [Passport Size Photo]

2. Age or Date of Birth ..... Husband.

..... Wife.

3. Permanent dwelling place, if any ..

4. Present dwelling Place ..

4A. If the husband is a non-resident Indian,-

(i) Address of his foreign home ..

(ii) Security number of his foreign home ..

(iii) Passport number ..][4]

5. Relationship, if any, of parties before marriage ..

6. A ceremony of marriage was performed between **A.B.** and **C.D.** on ..... . at ..... and we declare that we have been living together as husband and wife ever since the date noted above.

7. We hereby declare that-

(i) neither of us has more than one spouse living on the date mention in this application.

(ii) neither of us, is an idiot or lunatic

(iii) both of us have completed the age of twenty on years on the date of this application.

(iv) we are not within the degree of prohibited relationship.

Our marriage was celebrated before the commencement of the Special Marriage Act, 1954 (Central Act 43 of 1954), and according to the law, custom or usage having the force of law, governing each of us, a marriage between us is permitted, though we are within the degrees of prohibited relationship according to the Act aforesaid,

Note.- *Score out whichever is not applicable.*

(v) we have been residing within the jurisdiction of the Marriage Officer at .... for a period of not less than thirty days immediately preceding the date of this application.

We also declare that all the above particulars are true to the best of our knowledge and belief.

Station.....

Date

Signature.

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FORM IV

[*See* Rule 11]

FORM OF CERTIFICATE

Certified that the above entries from the Marriage Certificate Book in this office bearing serial number - - - - - - - - - - - - - are true copies of all the entries in the Marriage Certificate Book kept by me for the three months ending .....

Or

Certified that no entries have been made in the Marriage Certificate Book in this Office during the three months ending .....

Station: Signature.

Date:

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Digitally signed by VEERAN T
Date:2024.10.15 09:19:59 +05:30