Minimum Essential Fire Safety Measures Checklist
Applicable to Healthcare Units under all schemes of Certification and Accreditation
These guidelines are meant to ensure patient safety and in no way absolves the organization of fulfilling its statutory obligations with regard to fire safety.

Valid fire NOC

Present
Verify that minimum essential fire safety measures are in place and/or functioning

Absent
Approval/Registration from local health authority e.g. nursing home act/DHO.

If fire NOC is not applicable, organization to provides justification for the same.
If fire NOC is applicable, confirm that the organization has applied for fire NOC and there is regular correspondence (at least once in three months) with fire department which is acknowledged. Any correspondence received from the fire department has to be submitted

Third party inspection certificate should be available. The third party audit should provide evidence to suggest that statutory norms are adhered to. The third party inspection certificate is valid for a maximum period of one year.

Any observation by the third party should have been addressed.

Head of the organization/Promoter to give an undertaking on the organization’s letter-head stating that fire safety measures are in place and adhered to at all times.

During assessment, verify that the points in the checklist are in place and are functioning.
Checklist

1. Firefighting equipment like wet riser, hydrants, auto sprinkler, fire alarm system, fire extinguishers of all types and sizes should be available as per table below (adapted from NBC 2016).
2. Operational and maintenance plan for firefighting equipment including refilling of extinguishers.
3. Up to date fire drawings to be available. Where applicable, the fire drawings should also specify the location of fire dampers.
4. Fire detection and smoke detectors exist across all floors. The detectors shall be tested for functionality at regular intervals, and records maintained.
5. Central fire alarm system is installed at a location which is staffed 24/7.
6. Fire exit plan for each floor. Exit door should be openable and free from any materials which will obstruct way.
7. Fire Exit signage on all floors well illuminated/ self-glowing, as per NBC guidelines.
8. Emergency illumination system in case power goes.
9. Designated place for assembly of patients and staff in case of fire.
10. Mock fire drill records and schedule of conduct of drills.

Minimum Requirements for Fire Fighting Installations

<table>
<thead>
<tr>
<th>Type of Hospital</th>
<th>Wet Riser</th>
<th>Automatic Sprinkler</th>
<th>Manually operated electric fire alarm</th>
<th>Auto detection and fire alarm system</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hospitals less than 15 meters in height, with plot area upto 1000 square metres and up to G + 1 floor</td>
<td>NR</td>
<td>R</td>
<td>R</td>
<td>NR</td>
</tr>
<tr>
<td>Hospitals less than 15 meters in height, with plot area upto 1000 square metres and G + 2 floors</td>
<td>R</td>
<td>R</td>
<td>R</td>
<td>R</td>
</tr>
<tr>
<td>Hospitals less than 15 meters in height with plot area more 1000 square metres</td>
<td>R</td>
<td>R</td>
<td>R</td>
<td>R</td>
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<tr>
<td>Hospitals 15 meters and above but not exceeding 24 meters in height</td>
<td>R</td>
<td>R</td>
<td>R</td>
<td>R</td>
</tr>
<tr>
<td>Hospitals above 24 meters but not exceeding 45 meters in height</td>
<td>R</td>
<td>R</td>
<td>R</td>
<td>R</td>
</tr>
</tbody>
</table>

R = Required
NR = Required

Sufficient water storage (underground and/or terrace) should be provided to ensure fire-fighting