



Government of West Bengal
Office of the Director General
West Bengal Fire & Emergency Services
13D, Mirza Ghalib Street, Kolkata – 16

Memo No.: FSR/IND/WB/FES/20172018/9921

Date : 09-09-2026

From :
Divisional Fire Officer
Fire Prevention Wing,
West Bengal Fire & Emergency Services

To :
Sushila Birla Girls School
7, MOIRA STREET, WARD NO.-63, BOROUGH - VIII, P.S.- SHAKESPEARE SARANI, KOLKATA - 700017

Sub : Renewal of Fire Safety Certificate for existing construction of B+G+V and G+IV storied building under group of Educational building at premises no.7, Moira Street, Ward No.- 63, Borough-VIII, PS- Shakespeare Sarani, Kolkata- 700017.

This is in reference to your AIN 211912606300010950 dated 07-May-2026 regarding Renewal of Fire Safety Certificate for existing construction of B+G+V and G+IV storied building under group of Educational building at premises no.7, Moira Street, Ward No.- 63, Borough-VIII, PS- Shakespeare Sarani, Kolkata- 700017..

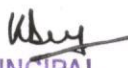
The performance of the Fire Fighting System as incorporated in the building were tested at random and found satisfactorily working condition. In view of the above this office is releasing the **Renewal of Fire Safety Certificate** for occupancy of the aforesaid building.

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

Recommendation:

1. Driveway must be free of any type of obstruction for easy movement of Fire appliances. No parking will be allowed on the drive way.




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7, MOIRA STREET, KOL-17

SUSHILA BIRLA GIRLS' SCHOOL

Secretary General

2. Entrance/Exits as marked in the sanctioned plan drawing must be open & free from any type of obstruction.
3. The Interior finish decoration of the building shall be made with low flame spread material conforming to the I.S. Specification.
4. To eliminate risk of Fire Hazards, Good House Keeping both for inside and outside of the building shall be strictly maintained.
5. Existing Electrical wiring of the whole building shall have to be carefully checked for any wear and tear in them. If required the old electrical lines shall be replaced with new electrical lines, cables shall always be laid in M.S. conduit pipes continuously bonded to the earth.
6. All fire pumps, alarm & detection system which is incorporated in the building kept in auto mode round the clock.
7. The notice of Fire Fighting and Evacuation from the building shall be prepared and displayed at all vulnerable of the building.
8. The employee and security staff shall be conversant with installed Fire Fighting equipment of the building and to operate in the event of Fire and Testing.
9. Mock Fire Practice and evacuation drill shall be performed periodically with participants of all the occupants of the building.
10. Switch gear room, Main & meter area shall be protected with Co2/DCP Fire Extinction conforming I.S. Specification.
11. First-Aid Fire Fighting system shall be provided as per I.S. Specifications.
12. Arrangement shall have to be made for regular checking, testing and maintenance of all the Fire Fighting installation in the building to keep them to perfectly good working condition at all times.
13. Periodical flashing of water from the hydrant and hose reel hose shall be done to maintain the efficient working performance of the system.
14. Sewerage pit covered of all around the building shall have to provide not less than 45 mt.
15. No obstruction shall have to allow all around driveway of the building like as greenery area, tree & car parking etc.
16. All floors of electrical ducts shall have to be sealed as per norms.
17. Electrical main & meter room to be maintained all time proper safety measures.
18. Fire Safety Audit shall be conducted a regular interval and to be recorded in the Fire Prevention Maintenance Register.
19. Emergency lighting system (battery backup) to be installed in the stair case for the safe evacuation.
20. A fire control room including a close circuit T.V. system will have to be installed which will observe all the floors of the building.

This Renewal of Fire Safety Certificate is valid for Three years and has to be renewed before expiry of the date of issue of this Certificate.

Every three year a certificate is to be obtained from the Director General, West Bengal Fire & Emergency Services, performance of all life & Fire Safety arrangements and installation of the

Valid Upto : 07-Sep-2029

SUSHILA BIRLA GIRLS' SCHOOL



K. Sanyal
PRINCIPAL
SUSHILA BIRLA GIRLS' SCHOOL
7, MOIRA STREET, KOL-17

M. K. Sanyal Signature valid

Digitally Signed,
Name: SAROJ KUMAR BAG
Date: 09-Sep-2023 14:32:20
Reason: D-Sign
Location: E-Dist 2.0

Divisional Fire Officer

West Bengal Fire & Emergency Services

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