

**SELF-APPRAISAL/CHECKLIST OF FIRE SAFETY MEASURES OF HOTELS
(IS: 13716:1993, and NBC Provisions of Part IV)**

Hotel: Building or buildings under the same Management, in which more than 15 Sleeping accommodation for hire, primarily used by transients who are lodged with or without Meals.

1	Name of the Hotel and Owner's Name	
2	Address of the Hotel	
3	Address of the Owner/Occupier with Telephone No.	
4	No. of Floors	
5	Height of the building	
6	Covered area	

S.No	Question on Fire Safety measure	Yes	No	NA
*1	Whether the width of entry gate of the building is 4.5m and height 5m clearance?	Yes	No	--
*2	Whether the Fire Vehicle can approach the buildings?	Yes	No	--
3	If the height is more than 15m whether Fire vehicle/hydraulic Platform can operate all round the building? Open spaces all around the building as per MSBR 1981 (as per regarding 10 of MSB regulations, 1981)	Yes	No	NA
	a) Whether the Open Space on Northern side is Provided as per MSBR, 1981	Yes	No	NA
	b) Whether the Open Space on Eastern side is Provided as per MSBR, 1981	Yes	No	NA
	c) Whether the Open Space on Southern side is Provided as per MSBR, 1981	Yes	No	NA
	d) Whether the Open Space on Western side is Provided as per MSBR, 1981 (15 Mts and above-6Mts., 16 Mts. -6.4 Mts., 19 Mts. - 7.4 Mts., 22 Mts., 8.4 Mts., 25 Mts., -9.4 Mts., 25 Mts., -30 Mts., -10 Mts.)	Yes	No	NA
*4	Whether the following Fire Safety Measures are provided as per IS 13716:1993 and NBC Part IV 1983 as per the requirement of Fire Safety.			
*	i) Hose reel	Yes	No	--
	ii) Hydrant system	Yes	No	NA
	iii) Wet riser System	Yes	No	NA
*	iv) Down Comer system	Yes	No	--
	v) Automatic Sprinkler System	Yes	No	NA
	vi) Automatic detection and Alarm	Yes	No	NA
*	vii) Manual Alarm system (MCP)	Yes	No	

	viii) Fire pumps Jockey/Main/Diesel Pumps	Yes	No	NA
*	ix) Public Address System	Yes	No	--
*	x) Underground sump of 50,000/1,00,000/1,50,000 Lit.	Yes	No	--
*	xi) Terrace Tank of 10,000/20,000 Lit.	Yes	No	--
*	xii) Emergency lighting with battery backup in Corridors And Staircases.	Yes	No	--
*	xiii) Exit Fire Escape Sign Boards is provided	Yes	No	--
*	xiv) Portable Fire Extinguishers in accordance with IS 2190:1992. (With Travel Distance 22.5 Mts.)	Yes	No	--
*	xv) Whether Fire Extinguishers in kitchen in required Number provided?	Yes	No	--
5	Whether Yard hydrant system for buildings above 15M Height Hotels provided?	Yes	No	NA
*6	Whether Hotel Management has issued a written statement of its policy regarding Fire safety and fire loss control to its employees?	Yes	No	--
7	Whether the Management is screening in Cable T.V.The fire Precautions to be observed, using of Gas Mask, location of Fire exits etc.?	Yes	No	NA
8	If sleeping accommodation is more than 300,whether a Qualified Fire Officer is appointed?	Yes	No	NA
*9	Whether all employees are trained to raise alarm in case of Fire?	Yes	No	--
*10	Whether all employees are trained in the usage of Fire Extinguishers and other Fire safety systems.	Yes	No	--
*11	Whether permanently posted Fire safety instructions are Mounted in guest rooms at the inner side of entrance door? (The instructions shall contain floor map showing the location of the room in question, escape route to stair cases and clear instructions as to what the guests should do in an emergency).	Yes	No	--
*12	Whether all employees are made familiar with evacuation Plan, and their individual role in assisting guests to escape to Place of Safety, to control the growth of fire and other actions that lead to life safety?	Yes	No	--
*13	Whether the responsibility of summoning Fire Services and also, guiding the firemen as assigned to any employee? (Safety Manager)	Yes	No	--
14	Whether Management has kept close watch to see that			--
*	i) No escape routes are blocked	Yes	No	--
	ii) All fire doors are kept in closed position	Yes	No	NA
*	iii) House keeping is good and no hazardous and special arises situation arises	Yes	No	--
*15	Whether preventive inspection, testing and maintenance Programme of all Fire Protection and fire fighting systems, All machinery, equipments, which may cause fire is being	Yes	No	--

	Done?			
16	Whether the system of Hot work permit system and work Permit system for outside contractors to work in side the Hotels are observed and it is carried out under Senior Officer/Supervisor?	Yes	No	NA
*17	Whether all furnishings and decoration Materials used on Escape routes have Class I Flame Spread/raising and shall Not generate toxic and asphyxiating gases on burning of Furniture?	Yes	No	--