



INDIAN PHOSPHATE LIMITED

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FIRE SAFETY POLICY

Objective: To institute and perpetually uphold a workplace environment that is meticulously designed to drastically reduce any potential fire hazards. In doing so, we place paramount importance on the protection and well-being of our esteemed employees. This rigorous approach is rooted in and guided by the provisions articulated within the Health Measures and Safety Provisions as per the Factories Act, the rules that are specific to individual states, and the guidelines established by the National Building Code (NBC).

1. Responsibilities:

- a. Management: Ensure the policy is enforced and that resources are available for training, equipment, and safety measures.
- b. Fire Safety Officer: to be appointed to oversee fire safety measures, conduct regular inspections, and conduct training sessions.

Appointed officer for period of January 23 to December 23: To ensure the implementation of all the fire & safety norms, we have appointed **Mr Shree Chand Choudhary** for the regular inspection, training & advisory for the period of January 23 to Dec'23.

- c. Employees: Understand and follow fire safety guidelines, report potential hazards, and participate in training.

2. Fire Risk Assessment:

- a. Regularly carry out a risk assessment to identify potential fire hazards, people at risk, and ensure measures to eliminate or reduce the risk of fire.
- b. Determine the adequacy of existing fire safety measures.
- c. Implement additional controls where necessary.



3. Fire Prevention and Fire Protection Equipment:

- a. Maintain cleanliness to prevent accumulation of waste, which can be a fire hazard. **Cleanliness (Section 11):** Accumulation of dirt and refuse might be potential fire hazards. Therefore, every factory is required to be kept clean and free from effluvia arising from any drain, privy, or other nuisances
- b. Store flammable and combustible materials properly.
- c. **Disposal of Wastes and Effluents (Section 12):** Effective arrangements should be made in every factory for the treatment of wastes and effluents to render them innocuous, which helps in preventing fire hazards due to combustible wastes.
- d. Ensure proper ventilation to prevent accumulation of flammable gas, dust, or fumes.
- e. **Ventilation and Temperature (Section 13):** Proper ventilation reduces the risk of fire by ensuring that there is no accumulation of flammable gas, dust, or fumes.
- f. Install and maintain equipment such as fire alarms, sprinklers, and fire extinguishers as per NBC guidelines.
- g. Necessary equipment and facilities for extinguishing fire should be provided.
- h. Workers should be trained in correct methods of handling such material and be familiarized with the use of firefighting equipment.
- i. Ensure accessibility to fire-fighting equipment at all times. Firefighting equipment installation and their periodic maintenance.
- j. **Fire-fighting equipment (Section 38A):** The Act mandates the provision of fire-fighting equipment and devices in factories. The type and number of equipment will depend on the nature of the work, the substances used, and the size of the factory.
- k. Conduct periodic inspections to ensure equipment is functional.
- l. **Use of Flammable or Explosive Substances (Section 41):** If the manufacturing process produces or uses any substance that is likely to explode on ignition, the manager must ensure that:
 - m. The formation of explosive or flammable dust, gas, etc., is prevented.

- n. Accumulation or deposit of dust, gas, etc., is effectively removed.
- o. All the fire safety equipment and systems should be regularly inspected and maintained.

5. Emergency Escape Routes:

- a. Precaution in case of fire (Section 38): Effective and clearly discernible means of escape in case of fire should be provided for all the workers in a factory. In particular:
 - b. Every exit from any room or storey of a building should be separate from the main entrance.
 - c. Exit doors should open outwards, i.e., away from the room, to ensure easy evacuation.
 - d. Exit paths or escape routes should be free from obstructions.
 - e. Necessary arrangements should be made to ensure that in case of fire, workers can leave their workplaces quickly and safely.
 - f. Windows, doors, and other exits meant for emergency escape should remain unobstructed and easily openable from inside.
 - g. Staircases that are part of escape routes should be constructed of fire-resistant materials.
 - h. Use fire-resistant doors to compartmentalize areas and prevent the spread of fire.
 - i. Clearly mark all emergency exits. Evacuation plans and periodic drills.
 - j. Safe means of escape for all persons in the event of fire should be provided
 - k. Effective measures should be taken to ensure that in every room of the factory, the doors affording exit from the room can be easily and immediately opened from inside.
 - l. Maintenance and inspection of all fire safety equipment.
 - m. Keep escape routes free from obstructions.
 - n. Conduct regular evacuation drills.

6. Training:

- a. Train employees on fire safety measures, use of fire-fighting equipment, and evacuation procedures.
- b. Workers should be trained in correct methods of handling such material and be familiarized with the use of firefighting equipment.
- c. Refresher courses to be held periodically.
- d. Periodic training of employees on fire safety measures.
- e. Regularly conduct fire drills to ensure that the employees are aware of the evacuation procedures.

7. Storage and Handling:

- a. Store explosive or inflammable materials with care, ensuring all possible measures are in place to prevent fires.
- b. In factories where explosive or highly flammable materials are stored or used, all possible measures should be taken to restrict the spread and intensity of an explosion or fire.
- c. Explosive or Inflammable Dust, Gas, etc. (**Section 41**): If any manufacturing process produces dust, gas, fume, or vapour of such character and to such extent that it is likely to explode on ignition, all practicable measures must be taken to prevent such explosion.
- d. Ensuring the storage and handling of chemicals are done following safety guidelines to prevent fires.
- e. Train workers handling such materials on the correct methods and safety precautions.
- f. Store chemicals as per their Material Safety Data Sheet (MSDS) recommendations. Flammable and explosive chemicals should be stored away from sources of ignition and in well-ventilated areas

8. Building Maintenance:

- a. Ensure the structural integrity of the building to prevent accidents and fire outbreaks.

- b. Maintenance of Buildings (Section 39): If a building or part of a building or any part of the ways, machinery, or plant becomes unsafe for human beings, it shall be repaired or taken out of use.
- c. Use fire-resistant materials for construction as per NBC guidelines.
- d. Work Near Machinery in Motion (Section 21): Though not directly related to fire, this section mandates fencing of machinery and other precautionary measures to avoid accidents, which could lead to fires in specific scenarios.

9. Collaboration:

- a. Collaborate with the local fire department for periodic audits and training sessions.
- b. Notification of Accidents (Section 88): The occupier of a factory should notify specified authorities about any accident or dangerous occurrence that results in loss of life or serious injury.
- c. Stay updated with changes in state-specific rules and NBC guidelines.
- d. Collaboration with local fire departments to ensure timely assistance during emergencies.

10. Policy Review:

It is of utmost importance that we engage in systematic and frequent evaluations, the primary objective of which is to ascertain unwavering compliance and to adeptly respond to any evolutionary shifts in our operational paradigms or governing guidelines. Moreover, it is our steadfast directive to maintain consistent liaisons with esteemed experts in the realm of safety. Through these consultations, we aim to perpetually refine and enhance the fire safety measures we have instituted. This ongoing commitment to improvement draws inspiration from the most recent academic research, ground-breaking technological innovations, and the pinnacle of industry best practices.

For INDIAN PHOSPHATE LIMITED


DIRECTOR