

# SAFETY AUDIT



## ST. EDMUND'S COLLEGE SHILLONG



Compiled by

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Shillong

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**Functional Responsibility:**

IQAC Coordinator


  
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Principal

  
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Secretary, GB

  
(Signature)



Rector

## St. Edmund's Campus

Shillong - 793003, Meghalaya, India

### FIRE SAFETY AUDIT REPORT

1. **NAME & ADDRESS OF OWNER** - Br. (DR) SIMON COELHO, RECTOR, ST. EDMUND'S CAMPUS OLD JOWAI ROAD, LAITUMKHRAH, SHILLONG- 3.
2. **TOTAL PLOT AREA** – 129,153 m<sup>2</sup>
3. **TOTAL BUILT-UP AREA** - BUILDING MAIN BLOCK – 43,340 m<sup>2</sup>; LIBRARY; - 16,452 m<sup>2</sup>
4. **HEIGHT OF THE BUILDING** - 42 ft
5. **NO OF STOREY INCLUDING BASEMENT** – G + 3
6. **TOTAL NO OF ROOMS** – 53 CLASSROOMS; 14 LABS; 1 LIBRARY; 1 AUDITORIUM; 4 AV ROOMS.
7. **TYPE OF CONSTRUCTION & CONDITION OF BUILDING** – RCC, WELL MAINTAINED
8. **TYPE OF OCCUPANCY/BUSINESS** – DAY SCHOLAR, DEGREE COLLEGE: CO-ED
9. **APPROXIMATE NO OF OCCUPANTS/INHABITANT/STUDENTS/EMPLOYEE, ETC** - 2800
10. **LIFT FACILITY (WITH F.R DOOR OR ORDINARY)** – RAMP
11. **STAIRCASE** – (i) INTERNAL - 1.6 m  
(ii) EXTERNAL - 2.0 m
12. **AVAILABILITY OF FIRE EXTINGUISHER** – YES - 3 in EACH FLOOR, 2 in EACH LAB, 4 in AUDITORIUM
13. **AVAILABILITY OF FIRE DETECTION SYSTEM** – NO
14. **WHETHER LANDING VALVE AND HOSE REEL AVAILABLE** – NO
15. **WHETHER YARD HYDRANT AVAILABLE** – NO
16. **AVAILABILITY OF FIRE ALARM SYSTEM** – NO
17. **AVAILABILITY OF FIRE ESCAPE FROM EACH FLOOR** – YES
18. **WHETHER PROPER VENTILATION AVAILABLE** – YES
19. **WHETHER REFUGE AREA AVAILABLE** - YES, IN FRONT OF THE BUILDING(S)
20. **NO. OF ENTRY/EXIT AT EACH FLOOR** – 2 (minimum)
21. **SIZE OF PASSAGES/CORRIDORS INSIDE** – 2m
22. **ACCESSIBILITY OF FIRE APPLIANCES** – YES

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23. PARKING AREA/APPROXIMATE NO. OF VEHICLES THAT CAN BE PARKED – 45
24. WHETHER FIRE SAFETY MEASURES ADOPTED IN THE PARKING AREA – NIL
25. PRESENCE OF COMBUSTIBLE MATERIALS/FIRE HAZARDS MATERIALS – NIL
26. MARKING ILLUMINATION – TO OUT (NEON HIGHLIGHTER, SIGN BOARD)
27. HOUSE KEEPING –, PROFESSIONAL STAFFS(S) PLUMBERS, ELECTRICIANS, ETC
28. WATER MANAGEMENT – VERY GOOD, PHE, MUNICIPAL , BORING FACILITY
  - i. UNDERGROUND WATER TANK – 40,000 litres
  - ii. OVER HEAD WATER TANK – 35,000 litres
29. LOAD CAPACITY OF POWER – (I) A.C - 3 PHASE McSEB WITH TRANSFORMER  
(II) D.C – 3 NOS 50KVA GREEN GENERATOR
30. CONDITION OF ELECTRIFICATION – SATISFACTORY
31. CONDITION OF AC ROOM WITH HEATER DUCT – N.A
32. FIRE DRILL – N.A
33. FIRE STAFF – N.A
34. LIFE OF BUILDING – 1996 and 2004
35. DISTANCE FROM –
  - I. NEAREST F/S – FIRE BRIGADE – 1 KM
  - II. ROAD HEAD – OLD JOWAI ROAD
36. FURTHER OBSERVATION & SUGGESTION – FIRE SAFETY REPORT GIVEN BY:

FIRE & EMERGENCY SERVICES,  
GOVT. OF MEGHALAYA.

RECTOR

Br. (DR) SIMON COELHO, RECTOR, ST.EDMUND'S CAMPUS  
OLD JOWAI ROAD, LAITUMKHAH, SHILLONG- 3.

**Rector  
St. Edmund's Campus  
Shillong - 793003  
Meghalaya**

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**GOVERNMENT OF MEGHALAYA**  
**OFFICE OF THE SUPERINTENDENT OF POLICE ( FIRE & EMERGENCY SERVICES )**  
**MEGHALAYA ..... SHILLONG**

L/No.MFS/374/EB/VOL-1/2022/114/ 36 55

Dated Shillong the 5<sup>th</sup> May 2023

From: The Superintendent of Police, (F&ES),  
Meghalaya, Shillong.

To: ✓ The Principal,  
St. Edmund's College, Shillong.

Sub: Fire Safety Audit of the College – Regarding.

Ref: No.SEC/SYL/98/2023/070, Dated 23-03-2023.


Sir / Madam,

With reference to the subject cited above, I am to inform you that as per the Fire Safety Audit carried out at your premises on the 21<sup>st</sup> March 2023, it has been observed that the building needs to be upgraded in order to accomplish better safety. Hence, the following suggestions are recommended to be implemented in the premises:-

1. Auto glow exit signs, Fire alarm system with manual call points should be installed in the buildings.
2. 1 (one) No. of ABC Fire Extinguisher 4 kg should be installed in every Labs and Libraries.
3. 1 (one) No. of CO<sub>2</sub> Fire Extinguisher 4.5 kg each should be installed in the Electric room and near the DG Set.
4. Electric wirings / appliances should be checked periodically and certified by the competent authority of the concerned department. Maintenance certificate should be obtained and produce at time of Fire Safety Audit.
5. Passages and corridors should be kept free from obstruction.
6. All Entry/Exits should be kept opened during college hours.
7. Staff/Security personnel should be trained to operate firefighting equipments installed in the buildings.
8. Mock Drill should be conducted at regular interval.
9. Overhead water storage tank of not less than 5,000 litres capacity with booster pump should be provided for Downcomer with air release valve, Landing valves, Hose reel hoses, Delivery hoses with Branch pipes for firefighting purpose.
10. Underground water storage tank should have a lifting pump.
11. Helpline emergency numbers should be displayed at conspicuous places and the same should be updated regularly.

Fire Safety Certificate may be applied through the website [www.investmeghalaya.gov.in](http://www.investmeghalaya.gov.in) after implementation of the above suggestions.

Yours faithfully,

  
Superintendent of Police, (F&ES),  
Meghalaya, Shillong