

**ELECTRICAL SAFETY FOLLOW UP INSPECTION REPORT (3<sup>RD</sup>)**

<b>Factory Name</b>	<b>Intimate Attire Ltd (Mahdeen Group)</b>					<b>Note:</b>
<b>Address</b>	HOLDING NO 5/19 JAMIRDIA VALUKA MMENSINGH 2240					
<b>FACTORY ID</b>	<b>22994</b>	<b>ELECTRICAL SAFETY INSPECTION DATES</b>				<b>Other Factory:</b>
<b>Initial Inspection Date</b>	07-Jun-2014	Date of 5 <sup>th</sup> Follow Up		Date of 11 <sup>th</sup> Follow Up		
<b>Report Received Date</b>		Date of 6 <sup>th</sup> Follow Up		Date of 12 <sup>th</sup> Follow Up		
Date of 1 <sup>st</sup> Follow Up	04-Jun-2018	Date of 7 <sup>th</sup> Follow Up		Date of 13 <sup>th</sup> Follow Up		
Date of 2 <sup>nd</sup> Follow Up	14-Mar-2019	Date of 8 <sup>th</sup> Follow Up		Date of 14 <sup>th</sup> Follow Up		
Date of 3 <sup>rd</sup> Follow Up	26-Sep-2019	Date of 9 <sup>th</sup> Follow Up		Date of 15 <sup>th</sup> Follow Up		
Date of 4 <sup>th</sup> Follow Up		Date of 10 <sup>th</sup> Follow Up		Date of 16 <sup>th</sup> Follow Up		
<b>Inspected by</b>		<b>Md. Ibrahim Khalil</b>				

Item No	Accord Inspection Observation	Accord Action Plan (Recommendation)	Accord Time line (given in report)	Comments from Accord (After Physical Inspection)	Final Timeline (Approved timeline)	Final Action Plan (Factory)	Progress Status (On the date of inspection)	Pictorial Evidence
1	Workers that operate and maintain the electrical system have not received electrical safety training.	Develop and implement an electrical safety program. Include key topics such as lock out tag out procedures, personal protective equipment requirements, etc. Reference NFPA 70e for example program requirements.	Mar 8 2014	On 04/06/2018: Corrected	15-Feb-2016		Corrected	
2	Electrical cables are not sized according to capacity of circuit breakers.	Consult with a qualified Electrical Engineer and ensure electrical wiring/cables are sized according to capacity of circuit breakers.	Mar 8 2014	On 04/06/2018: Corrected	30-Mar-2015		Corrected	

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3	All metal in the building is not connected to the building earthing and grounding system such as metal rebar in concrete, metal frame of building and metal water pipe.	Connect all metal in the building to the building earthing system such as metal rebar in concrete, metal frame of building, or metal water pipe.	Mar 8 2014	On 04/06/2018: Corrected	12-Jul-2015		Corrected	
4	Underground service cables are not properly covered.  Location: South side of the main building, Near Transformer room.	Ensure underground cables for electrical distribution in the premises of the building are encased in GI or PVC pipes and laid in earth trenches of sufficient depth as per BNBC 2.5.7.2.	Mar 8 2014	On 04/06/2018: Corrected	29-Feb-2016		Corrected	
5	Substation room is separated but not rated.	Consult with an expert fire protection engineer and make sure the substation room is fire rated as per Alliance standard section 3.4.2.1.3 & 3.4.2.1.4	Mar 8 2014	On 04/06/2018: Corrected	25-Apr-2015		Corrected	

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6	Generator room is not properly rated and physically separated from the main building. Location: South side of the main building, Ground floor, Ancillary Building.	Consult with an expert fire protection engineer and make sure the generator room is fire rated and physically separated from the remainder of the building as per Alliance standard section 3.4.2.1.3 & 3.4.2.1.4.	20/07/2014	On 04/06/2018: Corrected	15-Jul-2015		Corrected	
7	Generator room is not clean. Location: South side of the building, Ground floor, Ancillary building.	Ensure the generator room clean and free of dirt, debris, and improperly stored materials.	Sep 6 2014	On 04/06/2018: Corrected	30-Aug-2015		Corrected	
8	Generator room is not properly ventilated. Location: South side of the building, Ground floor, Ancillary building.	Provide means of ventilation for the generator room. Consult a qualified electrical engineer to determine the required ventilation rates based on the installed equipment.	20/07/2014	On 04/06/2018: Corrected	15-Aug-2015		Corrected	

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9	Cable trenches are not covered properly. Location: South side of the building, Near the Generator.	Provide adequate cover on cable trench.	Jun 7 2014	On 04/06/2018: Corrected	30-Nov-2015		Corrected	
10	Emergency power switchboards, distribution boards and circuits are not properly identified.	Ensure proper identification of emergency power switchboards, distribution boards, and circuits.	Jun 7 2014	On 04/06/2018: Corrected	30-Nov-2015		Corrected	
11	No lightning protection system was installed on the building.	Consult with an expert electrical engineer and prepare drawing for lightning protection including risk index and make sure your system is secured against lightning.	31/08/2014	On 04/06/2018: Not Corrected On 14/03/2019: Not Corrected. <b>On 26/09/2019:</b> Not corrected.	15-Jan-2016		In Progress	

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12	Generator exhaust is not discharged to the exterior of the building in a safe location. Location: South side of the building, Ground floor, Ancillary building.	Ensure generator exhaust discharged to the exterior of the building in a safe location.	20/07/2014	On 04/06/2018: Corrected	30-Apr-2015		Corrected	
13	Combustible materials are stored within substation room. Location: South side of the building, Ground floor, Ancillary building.	Remove all combustible materials within the substation room.	Sep 6 2014	On 04/06/2018: Corrected	15-Nov-2015		Corrected	
14	Switchboards and distribution boards are not installed in compliant locations (access bared).	Install switchboards in compliant locations so that operation is not hampered due to limited access.	Mar 8 2014	On 04/06/2018: Corrected	14-Nov-2015		Corrected	


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15	Panel board is installed within 2.5m of washing unit.	Ensure panel boards are not installed above gas stoves or sinks or within 2.5m of any washing unit in washing rooms or laundries.	Mar 8 2014	On 04/06/2018: All those panel has been removed.	14-Nov-2015		Corrected	
16	Distribution boards are not provided with adequate clearance.	Provide clearance of at least 1 m (39 in) in front of switchboards and distribution boards.	Jun 7 2014	On 04/06/2018: Corrected	30-Apr-2015		Corrected	
17	Light fixtures without protective covers are installed in storage areas.	Ensure light fixtures without protective covers are not installed in storage areas or in any area where the Inspector of the Factories Rules (1.5.3.5) Part 53 disallows these fixtures.	Sep 6 2014	On 04/06/2018: Not Corrected On 14/03/2019: Not Corrected. <b>On 26/09/2019:</b> Corrected.	30-Jun-2015		Corrected	

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18	Wiring systems are not selected and erected considering the effect of damage caused by ingress of water(Ranted Generator cable).	Ensure wiring systems are selected and erected so that no damage is caused by the ingress of water.	20/07/2014	On 04/06/2018: Not Corrected On 14/03/2019: Not Corrected. <b>On 26/09/2019:</b> Corrected.	30-Nov-2015		Corrected	
19	Each circuit lacks a dedicated neutral.	Provide dedicated neutral for each circuit.	Mar 8 2014	On 04/06/2018: Corrected	13-Dec-2015		Corrected	
20	Cable sockets are not provided for stranded conductors.	Provide cable sockets for stranded conductors having a nominal cross-sectional area 6mm <sup>2</sup> or greater.	20/07/2014	On 04/06/2018: Corrected	13-Dec-2015		Corrected	

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21	The substation room has no adequate ventilation.	Provide means of ventilation for the substation room. Consult a qualified electrical engineer to determine the required ventilation rates based on the installed equipment.	20/07/2014	On 04/06/2018: Corrected	30-Mar-2015		Corrected	
22	Generator frame earthing is not provided at two separate points.	Provide two separate points earthing (grounding) provided for generator.	20/07/2014	On 04/06/2018: Corrected	15-Mar-2016		Corrected	
23	Thermographic scans of electrical equipment have not been completed.	Complete thermographic scans at least on a three year cycle. Thermographic scans should be completed in accordance with the Standard for Infrared Inspection of Electrical Systems & Rotating Equipment and NFPA70B or a comparable standard.	Mar 8 2014	On 04/06/2018: Corrected	12-Jan-2015		Corrected	



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24	No document found related to tests for harmful substances such as PCBs in transformer oil.	Consult with transformer manufacturing company to ensure that the transformer do not contain any harmful substance.	Mar 8 2014	On 04/06/2018: PCB is not present in the transformer oil.	30-Mar-2015		Corrected	
25	Because capacity information is unavailable on distribution panel board, installation of any device to prevent over-current will not carry any significant meaning. Label the rated capacity information on distribution boards first then follow the given suggestive plan to prevent installation of over current device.	Ensure switchboards and distribution boards provided with physical means to prevent the installation of more over current devices than that number for which the panel board was designed, rated, and listed following NFPA 70 section 408.54.	Mar 8 2014	On 04/06/2018: Corrected	15-Feb-2016		Corrected	

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26	All Distribution boards lack clear permanent identification markings.	As per BNBC section 2.11.5.4 ensure clear and permanent identification marks are painted in all distribution boards, switchboards, sub main boards and switches.	Jun 7 2014	On 04/06/2018: Corrected	25-Apr-2015		Corrected	
27	Distribution boards lack capacity information labels.	Provide capacity information labels (Maximum current rating, no of circuit breakers etc.) for distribution boards.	20/07/2014	On 04/06/2018: Corrected	18-Feb-2016		Corrected	
28	Electrical cables are not properly identified. Though color code is maintained, no individual tagging or numbering on cables.	Ensure the means of identification is obtained by separate color coding, marking tape, tagging, or other approved means.	Mar 8 2014	On 04/06/2018: All circuit shall have proper identification as per circuit directory. Circuit identification shall be made in a such a way that it can specify circuit location, and can make adequate discrimination from other circuit. Means of identification may be done by providing separate color coding, marking tape, tagging, or other approved means. On 14/03/2019: Not Corrected. <b>On 26/09/2019: Not corrected.</b>	31-Mar-2016		In Progress	

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29	The electrical switchgear and panel boards not inspected on an annual basis to ensure that the equipment is installed in accordance with the listed ratings.	Inspect electrical switchgear and panel boards on an annual basis to ensure that the equipment is in good working condition.	Mar 8 2014	On 04/06/2018: Corrected	28-Feb-2016		Corrected	
30	Internal components of distribution boards are not properly concealed.	Provide covers or blanks to conceal all live internal components of switchboards and distribution boards.	Jun 7 2014	On 04/06/2018: Corrected	31-Dec-2015		Corrected	
31	Though the generator room size is not appropriate according to KVA rating of generator and spacing surrounding the generator is not sufficient to perform routine maintenance activities.	Ensure appropriate size for generator room in order to properly access the generator to perform routine maintenance activities.	31/08/2014	On 04/06/2018: Corrected	30-Jul-2015		Corrected	

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32	Generator room is not properly illuminated.	Ensure generator room is properly illuminated as per Alliance Standards Part 10 Section 10.8.4 Generator Room.	20/07/2014	On 04/06/2018: Corrected	30-Jul-2015		Corrected	
33	Cable joint does not meet the standard requirements in respect of conductivity, insulation and mechanical strength.	Ensure cable joints through porcelain/PVC connectors with PIB tape wound around joint in respect of conductivity, insulation and mechanical strength.	Mar 8 2014	On 04/06/2018: Corrected	30-Nov-2015		Corrected	
34	Electrical cables are not properly terminated.	Ensure all electrical cable properly terminated at its point of termination.	Mar 8 2014	On 04/06/2018: Corrected	30-Jul-2015		Corrected	

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35	Distribution boards are not clean.	Disconnect the panel from the electrical service and clean interior components of all dust and debris. Seal all openings within the enclosure to prevent dust and debris from entering.	Jun 7 2014	On 04/06/2018: Corrected	30-Mar-2015		Corrected	
36	Electrical wiring and conduit is not properly supported.	Provide adequate supports for electrical wiring and conduit.	20/07/2014	On 04/06/2018: Corrected	25-Feb-2016		Corrected	
37	No signage prohibiting the installation of light fixtures without protective covers at required locations.	Ensure Signage indicating the prohibition of light fixtures without protective covers is installed at required locations.	Jun 7 2014	On 04/06/2018: Corrected	25-Feb-2016		Corrected	

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38	Transformer oil analysis is not routinely completed.	Complete an oil analysis on applicable transformers at appropriate intervals based on voltage and power.	Mar 8 2014	On 04/06/2018: Not Corrected On 14/03/2019: Not Corrected. <b>On 26/09/2019:</b> Not corrected. Test needs to be done by Govt. autonomous agency (BPDB/REB/DESCO /DPDC etc.)	12-Jan-2015		In Progress	
39	Phase separators are not provided between terminals on circuit breakers.	Install phase separators between terminal connections at the noted locations.	20/07/2014	On 04/06/2018: Corrected	15-Dec-2015		Corrected	
40	Inspection, maintenance and testing procedures of the IPS and UPS have not been completed and documented.	Ensure inspection, maintenance, and testing procedures of the IPS are completed and documented.	Mar 8 2014	On 04/06/2018: Corrected	27-Feb-2016		Corrected	




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41	Appropriate type and number of fire fighting equipment is not installed inside the generator room.	Install appropriate type and number of fire fighting equipment inside the generator room.	Jun 7 2014	On 04/06/2018: Corrected	30-Mar-2015		Corrected	
42	Required equipment and safety signage is posted within the room, but no first aid and artificial respiration found in substation, generator room and DB.	Need to affix the instruction boards in a conspicuous place inside the substation room, generator room and DB	Jun 7 2014	On 04/06/2018: Corrected	30-Mar-2015		Corrected	
43	Meters are not installed on the main electrical equipment. (Section).	Ensure meters and other electrical devices installed on the main electrical equipment are operational.	20/07/2014	On 04/06/2018: Corrected	30-Mar-2015		Corrected	

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44	New Finding: Magnetic ballast found inside the cable channel/duct.	Magnetic ballast shall not be kept inside of cable channel/duct.	1 Month	On 04/06/2018: New Finding On 14/03/2019: Not Corrected. <b>On 26/09/2019:</b> Corrected.	15-Jul-2018		Corrected	
45	New Finding: Cable tray is overloaded with excessive cables; eventually top cover has no effectiveness.  Cable duct/channels are filled with fluffs (Lint/dust).	Proper sized cable tray must be installed; a perforated one is better and 20-25% space in cable tray/duct shall be kept free.  Cable channels/ducts must be kept neat and clean; these must be sealed properly thus no scope of ingress of fluffs.	1 Month	On 04/06/2018: New Finding On 14/03/2019: Not Corrected. <b>On 26/09/2019:</b> Corrected.	15-Jul-2018		Corrected	
46	New Finding: Generator output terminal box's bottom plate removed to allow cable entry	Seal bottom of the terminal box and use cable glands for holding/supporting cables.	1 Month	On 04/06/2018: New Finding On 14/03/2019: Not Corrected. <b>On 26/09/2019:</b> Corrected.	15-Jul-2018		Corrected	



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47	New Finding: Generator output cables (laid on floor) are not protected and supported	Service cables from generator must be supported at its own breaker's terminal and with cable tray.	1 Month	On 04/06/2018: New Finding On 14/03/2019: Corrected.	15-Jul-2018		Corrected	
48	New Finding: Rainwater may enter into the generator room.	Ensure sufficient arrangement thus rain/flood water can not enter the room.	1 Month	On 04/06/2018: New Finding On 14/03/2019: Corrected.	15-Jul-2018		Corrected	
49	New Finding: Insulation resistance test of electrical power cables is not performed  Earth Pit resistance record is unavailable	Insulation resistance test of all the cables (you can avoid less than 25 sq.mm) must be performed once in every 2 years' cycle and recorded (this must require a complete power shut off).  All earthing systems shall be tested for resistance on any dry day not less than once in every two years. A record of every earth test made and the result shall be kept for not less than two years and shall be available to the Inspector when required.	1 Month	On 04/06/2018: New Finding By RCCH: On 11/07/2018: Factory Asking the final time line 10-Aug-2018. Time extension is not accepted. Corrective action plan should be completed as per Accord's required remediation or safety findings with immediate concern. On 14/03/2019: Corrected.	15-Jul-2018		Corrected	

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50	New Finding: Exhaust fan body and fan blade enclosure has no earth connection.	Adequate number of earth pits must be ensured for the factory with proper earth lead and earth electrode size as mentioned in BNBC requirements. mixing all together shall be avoided.	1 Month	<b>On 26/09/2019:</b> Corrected.	21-Apr-2019		Corrected	
51	New Finding: Hot Spots were observed at several points.	Hot spots must be eliminated from entire electrical system and shall be always carried forward.	1 Month	<b>On 26/09/2019:</b> Corrected.	21-Apr-2019		Corrected	
52	New Finding: Safety program is initiated but has no influence in the factory.	Electrical safety training and awareness program for the electrical personal and workers must be conducted and recorded. Training must have an impact on the safety attitude of the personnel.	1 Month	<b>On 26/09/2019:</b> Not complaint as per requirement. Not corrected.	21-Apr-2019		In Progress	

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53	New Finding: Heat source (or exposed steam line) is adjacent to electrical installations (cable channel/duct).	Heat source (or steam line) must be kept at least 0.9 meter apart from any electrical installation. In unavoidable case, heat source shall be covered by proper and adequate insulator.	1 Month	<b>On 26/09/2019:</b> Corrected.	21-Apr-2019		Corrected	
54	New Finding: Inadequate working space around transformer for performing maintenance work.	Minimum working space (1.07m) around the transformer (and related electrical installations) must be maintained	1 Month	<b>On 26/09/2019:</b> Not corrected.	21-Apr-2019		In Progress	
55	New Finding: Cables inside cable trench are disorganized.	Cables inside each trench shall be well organized to avoid misleading during any troubleshooting.	1 Month	<b>On 26/09/2019:</b> Corrected.	21-Apr-2019		Corrected	

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56	New Finding: Boiler room has poor/inadequate ventilation.	Ensure/Arrange cross ventilation boiler room and substation room.	1 Month	<b>On 26/09/2019:</b> Corrected.	21-Apr-2019		Corrected	
57	New Finding: Outdoor Cable trays are not covered to protect from weather effect.	Outdoor cable tray/ladders shall be covered properly to avoid seasonal effect on cables and its longevity.	1 Month	<b>On 26/09/2019:</b> Not corrected.	21-Apr-2019		In Progress	