

**ELECTRICAL SAFETY FOLLOW UP INSPECTION REPORT (8TH)**

<b>Factory Name</b>	<b>ASWAD COMPOSITE MILLS LTD. ( U-2)</b>					<b>Note:</b>
<b>Address</b>	Kabirpur, Ashulia, Savar					
<b>FACTORY ID</b>	<b>11095</b>	<b>ELECTRICAL SAFETY INSPECTION DATES</b>				<b>Other Factory:</b>
<b>Initial Inspection Date</b>	08/05/2014	Date of 5 <sup>th</sup> Follow Up	11/09/2017	Date of 11 <sup>th</sup> Follow Up		
<b>Report Received Date</b>	21/04/2015	Date of 6 <sup>th</sup> Follow Up	12/03/2018	Date of 12 <sup>th</sup> Follow Up		
Date of 1 <sup>st</sup> Follow Up	17/11/2015	Date of 7 <sup>th</sup> Follow Up	31/07/2018	Date of 13 <sup>th</sup> Follow Up		
Date of 2 <sup>nd</sup> Follow Up	17/07/2016	Date of 8 <sup>th</sup> Follow Up	27/01/2019	Date of 14 <sup>th</sup> Follow Up		
Date of 3 <sup>rd</sup> Follow Up	05/03/2017	Date of 9 <sup>th</sup> Follow Up		Date of 15 <sup>th</sup> Follow Up		
Date of 4 <sup>th</sup> Follow Up	31/05/2017	Date of 10 <sup>th</sup> Follow Up		Date of 16 <sup>th</sup> Follow Up		
<b>Inspected by</b>		<b>Kazi Golam Iftekhar</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	The substation room does not have the required fire rating protection, but is physically separated from the remainder of the building.	Provide adequate fire rating protection for the substation room.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected On 12/03/2018: HT switchgear shall be installed near to access/exit door.	17/11/2015	Corrected	Corrected	
2	Light fixtures without protective covers are installed at an accessible height.	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.	8/1/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	

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3	Generator room is not properly rated, but physically separated from the remainder of the building. Generator room is situated on the ground floor of the admin building.	Ensure the generator room is properly rated.	6/29/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
4	The generator room is not properly ventilated.	Ensure proper ventilation for generator room.	6/29/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
5	Cable trenches are not covered properly.	Provide adequate cover on cable trench.	6/15/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	

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6	Emergency power switchboards, distribution boards, and circuits are not properly identified. No separate panel boards for emergency power. Both power sources are directly fed to COS and then to LT and other panels.	Ensure proper identification of emergency power switchboards, distribution board, and circuits.	6/15/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
7	Underground service cables are not laid in conformity with the requirements of concealed wiring within the substation room.	Ensure underground cables for electrical distribution in the premises/garden/compound of the building are encased in GI or PVC pipes and laid in earth trenches of sufficient depth.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
8	Switchboard is installed near sink. Location: 4th floor/spot removing room.	Ensure switchboard is not installed above gas stoves or sinks or within 2.5m of any washing unit in washing rooms or laundries.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	

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9	All metal in the building is not connected to the building grounding system such as metal frame and MS pipe.	Connect all metal in the building to the building earthing/grounding system such as metal rebar in concrete, metal frame of building and metal water pipe.	6/29/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
10	Distribution boards are not provided with adequate clearance. Location: DB-4, finishing Section 3rd Floor.	Provide clearance of at least 1 m (39 in) in front of switchboards and/or distribution boards.	6/15/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
11	Indications of overheating (95.5°C) were found in the thermography scan. Location: Knitting Section_GF_MD B	Find out the cause of overheating, overloading or burning and take proper action.	5/18/2014 12:00:00 AM	On 17/11/2015: Although no critical hotspot observed, but some signs of overheating (probable deficiency) observed during inspection. Need regular monitoring, load measurement and periodic maintenance. On 17/07/2016: Corrected.	17/11/2015	Corrected	Corrected	

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12	Each circuit is not provided with a dedicated neutral on all distribution boards.	Provide a dedicated neutral for each circuit.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
13	The appropriate number of down conductors are not installed based on the building size.	Consult with an expert electrical engineer to make sure your system has appropriate numbers of down conductors installed based on the building size.	6/29/2014 12:00:00 AM	On 17/11/2015: Factory is working on this issue. New timeline given till 30-Nov/15 to close this issue. On 17/07/2016: Corrected	17/11/2015	Corrected	Corrected	
14	The lightning protection ground terminals are not bonded to the roof structure grounding.	Ensure the lightning protection earthing connection is bonded to the roof structure grounding.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	

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15	There are no capacity information labels and no physical means to prevent the installation of more over current devices on the distribution boards.	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.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
16	Electrical cables are not properly identified on all distribution boards.	Ensure the means of identification is maintained by separate color coding, marking tape, tagging, or other approved means.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
17	There was no documentation found that proved that the transformer does not contain any harmful substances such as PCB.	Contact the transformer manufacturer or perform a test to prove whether transformer contains harmful substance (like PCB) or not. If harmful substances are found then take necessary action to ensure a healthy environment.	7/13/2014 12:00:00 AM	On 17/11/2015: Corrected. On 17/07/2016: Corrected.	17/11/2015	Corrected	Corrected	

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18	The size of generator room is not appropriate for routine maintenance activities on the ground floor.	Ensure appropriate size for generator room in order to properly access the generator to perform routine maintenance activities.	8/10/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
19	The substation room is not properly ventilated.	Provide means of ventilation for the substation room. Consult a qualified electrical engineer to determine the required ventilation rates based on the installed equipment.	6/29/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
20	The schedule of periodic safety inspections of the electrical system components was found, but the inspection report was not available onsite.	Establish a periodic inspection program to ensure the electrical systems are free from damage, debris, dirt, lint, etc. Maintain records concerning inspections and follow up actions.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	

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21	Improper cable joints were found. Location: DB-4 FINISHING 5TH FL.	Ensure cable joints are through porcelain or PVC connectors with PIB tape wound around joint.	6/29/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
22	No mechanical guards are provided for cable. Locations: MDB-1 5th Floor, DB-1/4th Floor, Fabrics Relax, MC-2nd Floor.	Provide mechanical guards for electrical equipment where necessary.	6/15/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
23	Labeled capacity information on distribution boards is insufficient and is not permanent on all distribution panels.	Provide capacity information labels (maximum current rating, number of circuit breakers, etc.) for distribution boards in permanently.	6/29/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	



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24	Periodical Insulation Resistance Measurement Program is established and recorded, but the date of completion is absent in the documentation.	Develop an Insulation Resistance Measurement Program that ensures deterioration of insulation resistance will be identified quickly. Testing should be in compliance with International Electrical Testing Association (NETA). All transformers, switchgears, etc., shall be subject to an insulation resistance measurement test to ground after installation but before any wiring is connected.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
25	Electrical cables are not properly terminated. Location: SDB-3/Cutting/2nd Floor.	Ensure all electrical cables are properly terminated at their points of termination.	6/29/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
26	Electrical wiring and conduit is not properly supported.	Provide adequate supports for electrical wiring and conduit.	6/29/2014 12:00:00 AM	On 17/11/2015: Improper support and protection observed at some places. Cable, outside the building, should be laid on cable tray/ladder with cover on that. New timeline given till 30-Dec/15 to close this issue. On 17/07/2016: Corrected.	17/11/2015	Corrected	Corrected	

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27	The generator room on the ground floor is not properly illuminated.	Ensure generator room is properly illuminated.	6/29/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
28	No signage indicating the prohibition of light fixtures without protective covers has been installed at required locations in the 3rd Floor sewing area.	Ensure signage indicating the prohibition of light fixtures without protective covers is installed at required locations.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	
29	Transformer oil analysis is not routinely completed on main service transformers.	Complete an oil test on applicable transformers. If a harmful substance is found in the report, then consider replacing transformer oil to reduce health hazards.	7/13/2014 12:00:00 AM	On 07/11/2015: Corrected	17/11/2015	Corrected	Corrected	

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30	All equipment and safety signage is not posted within the substation room.	Post required equipment and safety signage within the substation room.	6/15/2014 12:00:00 AM	On 07/11/2015: Corrected	'17/11/2015	Corrected	Corrected	
31	New Finding: Inadequate rubber (insulation) mat on the working area of distribution board/panel.	Put electrical insulation (rubber mat) on the working area of each electrical installation (Transformer/LT panel/MDB/DB/SDB/ other manual operated machineries)		On 17/07/2016: Corrected.	'17/11/2015	Corrected	Corrected	
32	New Finding: Electric safety training program is not initiated/ conducted.	Electrical safety training and awareness program for the electrical personal and workers must be initiated and recorded		On 17/07/2016: Corrected.	'17/11/2015	Corrected	Corrected	

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33	New Finding: Lightning Protections System (LPS) is inadequate for the factory	Redesign/modify LPS for your factory to increase safety	8/30/2016 12:00:00 AM	On 05/03/2017: Corrected.	'11/08/2016	Corrected	Corrected	
34	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	On 31/05/2017: Not Corrected. On 11/09/2017: Corrected.	'05/04/2017	Corrected	Corrected	
35	New Finding: All grounded, ungrounded and earthing conductor is design to break by circuit breaker.	Grounded and earthing conductor shall not be break unless it is required for the equipment.	1 Month	On 31/07/2018: Corrected.	'20/04/2018	Corrected	Corrected	


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36	New Finding: Circuit breaker is not firmly fixed its base.	All circuit breaker shall be fixed to the base such a way that operation is not hampered.	1 Month	On 31/07/2018: Corrected.	'20/04/2018	Corrected	Corrected	
37	New Finding: Earth connections for different electrical installation are not segregated	All the earth connections (transformer, generator and electrical systems) must be segregated and clearly marked (for TT earthing system).	1 Month	On 31/07/2018: Corrected.	'20/04/2018	Corrected	Corrected	
38	New Finding: Generator neutral has no earth connection	Adequate earthing for generator neutral must be ensured.	1 Month	On 31/07/2018: Corrected.	'20/04/2018	Corrected	Corrected	

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39	New Finding: Panel base plates are removed to allow cable entry.	Panel base plates must be installed, at all time, and cables entering panel must be firmly fixed with cable gland.	1 Month	On 31/07/2018: Corrected.	'20/04/2018	Corrected	Corrected	
40	New Finding: Panel/distribution board is not firmly fixed with the foundation.	Panel base must be securely fixed to the foundation. With appropriate fastening devices.	1 Month	On 31/07/2018: Corrected.	'20/04/2018	Corrected	Corrected	
41	New Finding: Boiler room has inadequate ventilation	Adequate ventilation must be maintained in Boiler room. Cross/ forced ventilation must be ensured. For exhaust fan, the fan diameter must not be less than 18 inch.	1 Month	On 31/07/2018: Not Corrected. Cross ventilation is not maintained. <b>On 27/01/2019:</b> Corrected.	'20/04/2018	Done by duct	Corrected	

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42	New Finding: Cables passing through wall/ floor slab are not protected at the entry/exit point(s). Cables are haphazardly run through cable trench.	Cables passing through permanent wall/floor slab must be protected. Floor to floor openings shall be sealed by proper type materials (consult with fire expert). All cables run into the cable trench shall be well dressed.	1 Month	On 31/07/2018: Not Corrected. On 27/01/2019: Not Corrected.	'20/04/2018		In Progress	
43	New Finding: Transformer guarded by fencing does not have any earthing.	All non-current carrying metal parts of fixed, portable equipment and associated housings, fencings, enclosures, and supporting structure shall be grounded	1 Month	On 31/07/2018: Corrected.	'20/04/2018	Corrected	Corrected	
44	New Finding: Insulation resistance test of all electrical power cables is not performed	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).	1 Month	On 31/07/2018: Corrected.	'20/04/2018	Corrected	Corrected	

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45	New Finding: Power cables are bent excessively	Power cables must be installed as straight as possible; in unavoidable case, not less than 135-degree bending can be allowed.	1 Month	On 27/01/2019: Corrected.	10/09/2018	Done by new cable	Corrected	
46	New Finding: Field information has no/less reflection in existing SLD	Electrical SLD must be updated properly; all the required information must be mentioned there; and it shall be updated when you do substantial amount of changes of your electrical system.	1 Month		04/02/2019			
47	New Finding: Insulation resistance test of all electrical power cables is manipulated	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).	1 Month		04/02/2019			



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48	<p><b>New Finding:</b> Safety program is initiated but has no influence in the factory.</p>	<p>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.</p>	1 Month		04/02/2019			
49	<p><b>New Finding:</b> Inadequate working space around transformer for performing maintenance work</p>	<p>Minimum working space (1.07m) around the transformer (and related electrical installations) must be maintained</p>	1 Month		04/02/2019			