

# STAGE WISE TIMELINES AND PROCEDURE

## Step I: Inspection for Fire Prevention (FP) & Fire Safety (FS) Measures

- Receipt of duly filled up application from the applicant through FORM NO. I TO X along with relevant documents and on payment of fees as approved vide Govt. letter No.224170/187 dated 28.11.2023.
- Inspection of the Building/Premises by the Nominated Authority within 7(seven) working days on receipt of application.

7 Days

## Step II: Recommendations for Fire Prevention & Fire Safety Measure

- Issuance of Fire Safety recommendation within 7(seven) working days from the date of inspection to the applicant for necessary implementation by him.

7 Days

## Step III: Compliance report after implementation of Fire Prevention & Fire Safety Measures and inspection thereafter

- On receipt of duly filled up compliance from the applicant through FORM No. XI along with relevant documents and on payment of fees as approved vide Govt. letter No.224170/187 dated 28.11.2023.
- Inspection of the Building/Premises by the nominated Authority within 7(seven) working days on receipt of application (Compliance Report).

7 Days

## Step IV: Issuance of NOC under Rule-18. Form-G, Assam Fire Service Rule -1989 is issued by the Director, Fire & Emergency Services, Assam

- Satisfactory Inspection report: Issuance of Fire Safety No Objection Certificate within 7(seven) working days on receipt of satisfactory Inspection Report.
- Service stands disposed.
- Non-satisfactory Inspection report: Issuance of notice to the applicant directing him/her to undertake the measures to rectify the inadequacy of Fire Safety & Fire prevention Measures.
- After rectification of fire preventive and safety measures and on receipt of the compliance report for such rectification an inspection is carried out again and finally N.O.C is issued if the inspection report is satisfactory.

7 Days