

Conditions for Erection of Temporary Pandals / Structure

Application for such permission in prescribed format should be submitted with following particulars.

- a. Detail sketch lay out with measurement of structures showing the site and size of the temporary pandal / structure along with surrounding properties in the scale of 1mtr.:1cm. duly signed by the authorised planner and organiser;
- b. Certificate from licensed electrician and decorator with licence number engaged for the purpose;
- c. Maximum number of persons expected to assemble in the pandal / structure;
- d. Affirmation in respect of compliance of all the safety recommendations imposed by the Director/ person nominated by him to erect such pandal / structure, through a Notarian or before Judicial Magistrate.

Application duly filled in with all relevant documents mentioned above shall be submitted at least fifteen working days prior to the date of commencement of the programme.

RECOMMENDATIONS:

1. There must be minimum 20 feet clear open space from fencing boundary wall or any other permanent structure. No temporary pandal / structure shall be erected beneath any live electrical line or adjacent to electrical transformer or hazardous installation;
2. The choice of materials for such construction shall be of non-combustible nature, viz. C.I. / Aluminium sheets, Asbestos sheets, Flame proof tarpaulin, Fire retardant, Heavy type synthetic tarpaulin, Conventional tarpaulin treated with fire retardant paint etc. Whenever materials of combustible nature are used such as ordinary Decorative clothes, Canvas, Hessian etc. they shall be treated suitably with a fire retardant solution as mentioned below:

Ammonium Sulphate	-	4 Parts by mass
Borax	-	1 Parts by mass
Ammonium Carbonate	-	2 Parts by mass
Boric Acid	-	1 Parts by mass
Alum.	-	2 Parts by mass
Water	-	35 Parts by mass

The materials to be dipped wrung out and dried.

All type of wood including plywood used for decoration must be painted with fire retardant paint conforming I.S. specification. The Director or Authority nominated by him reserves the authority to test the effectiveness of the treatment or any other material used in the structure at any time before or during the function for which the Director or nominated authority by him can not be restrained the organiser.

3. The main structure shall be made of tubular steel frames / sal or strong wooden members properly nailed and fastening with fire retardant rope or metal wire to make the structure sufficiently strong to with stand any natural calamity as will as in fire situation;
4. The height of the roof of any temporary pandal / structure shall not be more than 40 feet and ceiling height shall not be less than 12 feet from ground level; All sides of the structure / pandal shall be left open. Where it is desirable, lower portion of all sides shall not be fixed to anything to ease emergency evacuation;
5. After 75 feet there must be 30 feet fire gap between the structure / pandals. The total floor space of any individual structure shall not exceed 4000 sq. feet;
6. One-fifth space of the auditorium to be kept clear for longitudinal and cross gangways. The line of travel from any point to the nearest exist within the pandal / structure shall not be more than 45 feet under any circumstances;
7. All exist points shall be clearly indicated with sign 'EXIST' (including in local language) over each doorway or opening in letters having size not less than 8 inches and with fluorescent paint;
8. Suitable directional signs shall be displnad in the conspicuous locations to indicate the proper direction of egress;
9. No seating arrangement will be made with movable chairs inside the auditorium. Seating arrangement to be made on the ground / floor at the rate of 5 sq. feet floor space per person; If the seating arrangement is not possible in the ground/floor then all such chairs shall be secured together in numbers of not less than 4 and not more than 12 and each bank of seats shall be firmly secured to the ground;
10. In case of tents used as temporary structures, there shall be adequate guyed and braced to withstand a wind pressure of 0.98 Kn/m³ (0.01 Kg f/Cm²) of the projected area of the tents;
11. All electrical wirings and fittings in the temporary structure / pandal shall be in PVC sheathed conductors or conduit type or F.R.L.S. type which shall be spark and flame proof in nature and all joints shall be made with porceline insulated connectors. Twisted and tapped joints shall be avoided; No part of the electrical circuit in the pandal / structure shall be within 12 inches of any decorative cloth or paper;
12. The electrical lay outs shall be carried out by a competent licensed electrical engineer / contractor or firm; A certificate stating load per circuit and test of all the installations that are carried out conforming the Indian Electricity Rules-1937 and I.S. 1943-196t (subsequently amended) within such pandal / structure to be submitted to the Director or person nominated by him before the commencement of the function;
13. After business hours or use of pandal / structure on each day, the supply of current to be shut off from the electrical distribution room;
14. Provision of water for fire fighting shall have to be made in the pandal which shall not be less than 0.75 lit/m² of floor area for each pandal / structure;

15. A minimum number of I.S.I. marked fire buckets at the rate of two buckets per 500 sq. feet area and I.S.I. marked appropriate fire extinguishers at the rate of one such extinguisher for every 1000 sq. feet floor space (minimum two) and two number of ceiling hook shall be made available in all such structure / pandal with trained operator;
16. The appropriate roads up to the temporary structure / pandal shall be free from any overhead projection or obstruction for easy movement of fire engines;
17. Notice prohibiting smoking inside the pandal / structure shall be displayed prominently with broad and bright letterings all around the pandal / structure and arrangement of time to time announcement through public address system in this respect to be made;
18. No fire works, open flame of any kind including cooking, heating etc. by anyone and the night stayers within the campus or immediate vicinity (within 30 feet from fencing boundary wall) shall be permitted;
19. A responsible person of the organiser shall always be made available at the site to co-operate with Fire Service;
20. A schedule fee at the following rates is to be deposited on demand through T. R. Challan Form No.7 and the Original receipt copy of the said challan to be submitted to the Director or person nominated by him;

Religious Purpose :

Upto 1000 sq. feet	:	Rs. 50.00 per cluster
Above 1000 sq. feet	:	Rs.100.00 per cluster
Other than religious purpose	:	Rs. 250.00 per cluster

21. The construction of the temporary structure / pandal shall be such that same will be independent of any stand-by of any fire engine from Fire Service Department;

However, if the Director or person nominated by him found it utmost necessary and think that the stand-by of fire engine will not hamper the normal fire cover of the area, he may arrange for stand- by duty at the cost of the organiser as per Government Scheduled rates;

22. Permission for erection of temporary pandal / structure shall be granted for a fixed period as applied by the organiser but under no circumstances exceeding 30 (thirty) days at a time;

In special case the Director or person nominated by him may extend the period allowed as above depending upon the satisfaction of the performance of the previous conditions and report of the fresh inspection in this regard;

23. There shall be exit on fencing boundary wall at a distance of 250 feet from each other and under no circumstances this shall be not less than 4 (four) collapsible gates shall be avoided. All such gates shall be fitted with half grill gates open able in either direction. The width and height of these gates shall not be less than 14 feet and 12 feet respectively.

24. Director or person nominated by him may impose any further conditions which deemed suitable as situation demands and the organiser shall bound to abide by the same;
25. Private Security staff employed in the mela ground, the organisers and the stall holders shall know show to operate first-aid fire extinguishers to kill the fire at its incipient stage;
26. The maintenance of all the fire fighting extinguishers etc. installed in the temporary structure / pandal shall be imposed upon the Security Staff employed there at. They maintain a log book showing details of such maintenance, inspection, testing etc.

PENALTY :

Under Section 238 of West Bengal Fire Services Act, 1996 the Director or person nominated by him, with the assistance of local authority and under Police Protection shall dismantle the pandal/structure erected in contravention of any of the above safety recommendations and the cost of such dismantling shall be charged to be person or organiser:

Any person who erects any temporary structure / pandal in contravention of any above recommendations shall be punishable under Section 33A of West Bengal Fire Services Act, 1950(amended in 1996) with fine not exceeding fifty thousand rupees or with imprisonment for a term which may extend to one month or with both and with further fine not exceeding three thousand rupees for each day during which such contravention continues.

N.B.: The power of interpretation and explanation of any conditions/recommendations as stated above shall solely lines on the Director or person nominated by him.

Divisional Officer,
'D'-Divn., W.B.F.& E.S.

Terms & Conditions for Erecting Temporary Pandal

On behalf of the Puja Committee &Kolkata

..... President / General Secretary of the Puja Committee hereby give undertaking that in the matter of erection of Puja Pandals and other temporary structures; the following conditions will be strictly complied with:

- (1) Electrical installations should be done by Licensed electrician;
- (2) There shall be separate exit and entrance gate and gates are to be made in such a manner that in case of exigency fire engine may go up to the pandal smoothly. 12' x 14' would be the minimum measurement;
- (3) Entry passage in pandals should be kept in such a fashion that fire engine get the entry to pandal without any obstruction;
- (4) There should be no open flame within 200 yards of the main pandal. No cooking arrangements will be allowed within the abovementioned area;
- (5) Inflammable materials should not be used for the purpose of erection of temporary structures like bagasse (sugar cane pulp, tyre & tubes, bidi leaves, coconut Jute fibres, etc.) Efforts will be made get all pandal materials treated with fire retardant solutions / paints before use.
- (6) Adequate quantity of water, sand in fire buckets, besides the provisions of Fire Extinguishers should be arranged as per norms in Sl. No. 14 and 15 laid down in condition form.

DECLARATION

On behalf of the Puja Committee I further give the assurance that all other instructions/ advices of Kolkata Police, Kolkata Municipal Corporation, West Bengal Fire Services and West Bengal State Electricity Board / Kolkata Electric Supply Corporation in the matter of erection of pandals will be complied with.

Signature

Date

Designation