

Rc.No.15009/MSB/CR/HYD/2012.

Office of the  
Director General,  
Telangana State Disaster Response  
and Fire Services, Hyderabad.  
Dated: 13-04-2015.

**CIRCULAR MEMORANDUM**

Sub:- Telangana State Disaster Response and Fire Services Department – MSB Central Region – **Delegation of powers to the Station Fire Officers for conducting inspection of Hazardous premises and issue of renewal of No Objection Certificates for issue of No Objection Certificate's** - Orders issued - Regarding.

Ref:- (1) This office Circular Memo Rc.No.15009/MSB/CR/Hyd/2012 Dated 06-11-2013.  
(2) This office Circular Memo Rc.No.15009/MSB/CR/Hyd/2012 Dated 21-10-2014.  
(3) This office Circular Memo Rc.No.15009/MSB/CR/Hyd/2012 Dated 11-10-2014.  
(4) Committee Report Rc No. 25/DFO-EZ/HYD/2015 Dated 08-04-2015.

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All the DFO's are informed that during the Officers Meeting held on 30<sup>th</sup> March, 2015 it was decided to constitute a Committee to study and recommend regarding the delegation of powers to the Station Fire Officers for conducting inspection of Hazardous premises and issue of renewal of No Objection Certificates with the following Members.

- (i) V. Papaiah, District Fire Officer, East Zone, Hyderabad.
- (ii) T.Mahender Reddy, District Fire Officer, Central Zone, Hyderabad.
- (iii) K.Madhusudana Rao, District Fire Officer, Nizamabad.

2. The above Committee vide reference cited (4), has submitted the report and stated that the members of the committee thoroughly reviewed the existing procedure and discussed with the Station Fire Officers and staff regarding delegation of powers for conducting inspection of Hazardous premises and issue of renewal of No Objection Certificate and requested for taking further necessary action.

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3. The recommendations of the above committee regarding the delegation of powers to the Station Fire Officers for conducting inspection of Hazardous premises and issue of renewal of No Objection Certificates is examined in detail, considered and in partial modification of the orders issued vide references (2) and (3) cited, the Regional Fire Officer, Cenral Region, Hyderabad, all the District Fire Officers, Asst. District Fire Officers and Station Fire Officers are instructed to issue No Objection Certificates to the following hazardous premises subject to the provision of Fire and Life Safety Measures as furnished below.:-

**TABLE-I Delegation of powers for issuance of No Objection Certificate / Renewals to the Non Multi Storeyed Buildings (All premises below 15 metres and irrespective of built-up area including Educational Buildings).**

SL. No.	Category of Non Multi Storeyed Buildings	NOC'S issuing authority for Provisional/final NOC		NOC issuing authority for Renewal		Test/Check	
		Inspecting Officers	Issuing Authority	Inspecting Officers	Issuing Authority	10%	5%
1	Non Multi Storeyed Buildings of Educational institutions ( <b>Ground Floor Only</b> )	Station Fire Officer	Asst. District Fire Officer	Station Fire Officer (with the assistance of available concerned fire station staff)	Station Fire Officer concerned	Asst. District Fire Officer	District Fire Officer
2	All Non Multi Storeyed Buildings of Ground + Two Upper Floors ( <b>Except Educational institutions of Ground Floor</b> )	Asst. District Fire Officer (with the assistance of concerned Station Fire Officer)	District Fire Officer	Station Fire Officer (with the assistance of available concerned fire station staff)	Station Fire Officer concerned	Asst. District Fire Officer	District Fire Officer
3	All Non Multi Storeyed Buildings of Ground + 3 Upper Floors	District Fire Officer (with the assistance of concerned Station Fire Officer)	Regional Fire Officer	Station Fire Officer (with the assistance of available concerned fire station staff)	Asst. District Fire Officer	District Fire Officer	Regional Fire Officer

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**TABLE-II Delegation of powers for issuance of No Objection Certificate / Renewals to the Non Multi Storeyed Buildings (Industrial Buildings below 15 metres in height ) & (Classification of type of Hazard Copy Enclosed)**

SL. No.	Category of Non Multi Storeyed Buildings	NOC'S issuing authority for Provisional/ Occupancy		NOC'S issuing authority for Renewal		Test/Check	
		Inspecting Officers	Issuing Authority	Inspecting Officers	Issuing Authority	10%	5%
1	Non Multi Storeyed Buildings of Low Hazard below 15.00 metres in height	Station Fire Officer (with the assistance of available concerned fire station staff)	Asst. District Fire Officer	Station Fire Officer (with the assistance of available concerned fire station staff)	Station Fire Officer concerned	Asst. District Fire Officer	District Fire Officer
2	Non Multi Storeyed Buildings of Moderate Hazard	Asst. District Fire Officer (along with Station Fire Officer concerned)	District Fire Officer	Station Fire Officer (with the assistance of available concerned fire station staff)	Asst. District Fire Officer	Asst. District Fire Officer	District Fire Officer
3	Non Multi Storeyed Buildings of High Hazard below 15.00 metres in height	District Fire Officer (with the assistance of concerned Station Fire Officer)	Regional Fire Officer	Station Fire Officer (with the assistance of available concerned fire station staff)	District Fire Officer	-	Regional Fire Officer


4. All the District Fire Officers, Asst. District Fire Officers and Station Fire Officers are instructed to follow the instructions that they have to take compulsorily assisting Staff from respective Station while conducting inspections as per Chief Office memo **Rc No 1486/ B1/97 Dt. 13-04-2009 (Copy Enclosed)**. The District Fire Officers are requested to ensure that Station Fire Officer may take the assistance of the available staff on **rotation basis**.

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5. The Station Fire Officer and staff should make an **entry in General Diary** while going to Inspection and write the address of premises.
6. The District Fire Officers are requested to supply the required number of Xerox copies of **prescribed proformae** for Application, Inspection report and No Objection Certificate of Provisional /Occupancy/Renewal.
7. The District Fire Officers are requested to ensure that Station Fire Officers shall maintain **minimum riding crew** while conducting the inspection.
8. The Committee nominated at Para 1 above is requested to review the implementation of above instructions and submit a detailed report in the 1<sup>st</sup> week of July, 2015.
10. In view of the above, the Regional Fire Officer, Central Region, Hyderabad, all the District Fire Officers, Asst. District Fire Officers and Station Fire Officers are instructed to implement the orders immediately.
11. The receipt of the memorandum should be acknowledged.

  
Director General  
Telangana State Disaster Response  
and Fire Services, Hyderabad.

  
10.4.2015

  
10-4-15

To,  
The Regional Fire Officer, Central Region, Hyderabad.  
All the District Fire Officers.  
All the Asst. District Fire Officers.  
All the Station Fire Officers.

**Copy to:**

All the Superintendents of this office.  
All the Junior Administrative Officers of this office.  
The Administrative Officer.  
The Addl. Director, Telangana State Disaster Response and Fire Services, Hyderabad.  
The Director, Telangana State Disaster Response and Fire Services, Hyderabad.