

Office of the  
Director General  
Telangana State Disaster Response and  
Fire Services, Hyderabad.  
Dated: 06-07-2016.

Rc.No. 10022/G2/2002.

**CIRCULAR MEMORANDUM**

Sub: Telangana State Disaster Response and Fire Services Department General Section procedure for issue of the Fire Services Licence to the permanent wholesale shops/ permanent Godowns and Temporary Fire cracker out lets -under Section 14 and Section 15 of Fire Service Act., 1999 – Delegation of Powers - Regarding.

Ref: 1. G.O.Ms.No.47 Home ( Services -IV) Department, dated 27-4-2016,  
Communicated vide Chief office Endt No.3797/MSB/CR/HYD/2014  
dated 4-5-2016

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The Personal attention of the Regional Fire officer, Hyderabad and all the District Fire Officer and Station Fire Officer of Telangana State is drawn to the reference cited, wherein G.O.Ms.No.47 dated 27-4-2016 Home (Services-IV) Department was communicated.

- 2). The Government has conferred powers under section 14 and 15 of Fire Service Act., 1999 and declared that " no place within State of Telangana shall be used either in Permanent Building/ structures for the sale/storage of Fire crackers, which constitute a high risk, except in accordance with the terms and conditions of a licence to be issued by an authorized officer of the fire services to ensure and life and fire safety of the citizen's of Telangana". The Notification is already published on 29-4-2016.
- 3). Further the Station Fire Officer of the respective Jurisdiction shall identify **Permanent wholesale shops and permanent Godowns** and submit report to District Fire Officer in Form -10.
- 4). The District Fire Officer concerned will issue notice in Form-13 to obtain Fire service Licence.
- 5). The applicant should submit the application for grant of Fire Service licence in Form-5., to the District Fire Officer concerned.
- 6). The prescribed fee as per Fire Service Act 1999 for permanent wholesale shops /permanent Godowns licences Rs.25,00/- per annum should be collected from the applicant in the shape of challan in the Government Head of Account "0070-Other Administrative Services, 109-Fire Protection and Control, (02) Fees on Fires, 001-Other receipts",
- 7). The Station Fire Officer should visit and conduct the site and submit the inspection report in form -10 duly recommending or not Recommending to issue licence to the District Fire Officer concerned.

**A) IF RECOMMENDED:**

- i). The District Fire Officer issue Fire Service Licence in form-6 for a period of One year i.e, 31<sup>st</sup> December every year( calendar year) to the permanent wholesale shops and permanent Godowns based on the inspection report.
- ii). The District Fire Officer should forward the licence to the concerned Station Fire Officer and inturn the Station Fire Officer should give the licence to the applicant.

**B) IF NOT RECOMMENDED:**

- i) The District Fire Officer shall issue Notice in form -12 to the owner and after lapse of 30 days he shall issue show cause Notice in Form-14.
  - ii). Based on the inspection report of Station Fire Officer, the District Fire Officer will issue seizure memorandum in Form 3 and punchanama in Form 4.
- 8). The District Fire Officer will issue Fire Service Licence in form-6 for a period of two weeks to the **Temporary Fire cracker sales outlet** based on the inspection report and collect the fee of Rs. 500/- from the applicant in the shape of challan in Government Head of Account "0070-Other Administrative Services, 109-Fire Protection and Control, (02) Fees on Fires, 001-Other receipts.
- 9). The District Fire Officer and Station Fire Officers should maintain registers (Permanent /Temporary ) of the licence issued separately.
- 10). All District Fire Officers and Station Fire Officers are directed to ensure strict compliance of above instructions and enclosed guidelines, scrupulously without fail.
- 11). A copy of check lists in Annexure I, II, III and Flow chart are enclosed herewith.
- 12). The receipt of the circular Memorandum may be acknowledged.

Sd/- ( Sri Rajiv Ratan., IPS)  
Director General,  
Telangana State Disaster Response and  
Fire Services, Hyderabad.

To  
All the District Fire Officers  
All the Station Fire Officers  
Copy to the Regional Fire Officer Hyderabad.  
Copy to Administrative Officer / Jr. Administrative Officers of Chief office.  
Copy to all Supdts. of Chief office.

// Forwarded by order//

  
Jr. Administrative Officer





## INSPECTION REPORT ON WHOLESALE FIRE CRACKER SHOPS

Name of the applicant :		
Address of the Premises of Wholesale fire cracker shop:		
Contact Telephone No:		
Sl. No.		Remarks of Inspecting Authority (YES/NO)
1	Whether the wholesale Cracker shop is in open area?	
2	Whether 15 Mtrs all around open space has been provided with all around access for the fire vehicles?	
3	Whether the Wholesale Cracker shop is located in Residential area?	
4	Whether the Wholesale Cracker shop is located in Commercial area?	
5	Whether the Wholesale Cracker shop is located in a single storeyed structure?	
6	Whether the Wholesale Cracker shop is constructed with non -combustible and Fire resistant material?	
7	Whether No Objection Certificate from the neighbouring occupants of the single storeyed structure has been obtained and enclosed?	
8	Whether the Wholesale Cracker shop is far away from Residential and commercial area 1000 Mtrs Minimum ?	
9	Whether the Wholesale Cracker Shop has required minimum two exits of 2.0 Mtrs. Width meets 22.5 mtrs travel distance criteria	
10	Whether the wholesale Cracker Shop is provided with First Aid fire fighting equipment Viz, 10 Kg Capacity Dry Chemical powder extinguishers 05 Nos., 10 fire buckets filled with sand/water at an easily accessible location	
11	Whether the wholesale Cracker Shop has the following fire fighting installation?	
	a) Hose Reel	
	b) Yard hydrant	
	c) Automatic sprinkler system	
	d) Manually Operated Electric fire alarm system	
	e) Automatic Detection and Alarm system	
	f) Underground static water tank of 2 Lakhs liters	
	g) Fire pumps one electrical and one diesel pump of 1620 LPM capacity.	
12	The Wholesales fire crackers shop has a gap of 100 mtrs from any protected work?	



13	Whether the wholesale Cracker Shop has Fire resistant door separating the escape route (corridor) and fire exit.?	
14	Whether the Wholesale Cracker Shop has required exit sign and emergency lighting source is provided in the escape route?	
15	Whether all the electrical installations and fitting were got inspected by a authorized electrician and whether measures are adopted to dissipate static charges in the wholesale Cracker storage.?	
16	Whether Do's and Don'ts regarding handling of Crackers have been displayed in the Wholesale Cracker shop?	
17	Whether fireworks are placed or kept in the wholesale Cracker shop window used for display of goods?	
18	Whether fire works are kept in a spark proof receptacle of the original outer packet in which they were received if that package is effectively sealed and in good order and condition?	
19	Whether a receptacle of package containing Firework is opened for sale, the fire works are placed in a clean dust free and spark proof receptacle?	
20	Whether a receptacle that contains Fireworks is : a) Used otherwise than as a container for fireworks. b) opened except when fireworks are being placed in or taken from it c) kept clean and free from dust and grit at all times d) Having in it any means of artificial lighting	

Signature of the Inspecting Officer

Remarks of the inspecting authority

I have inspected the premises of Wholesales Fire crackers shop on  
Date:..... and recommend/ do not recommend to issue of  
Licence for a period from ..... To.....

Signature Name and Designation of

Inspection Authority



INSPECTION REPORT ON FIRE CRACKERS STORAGE

Name and Address of the Fire Crackers Storage:

*1.	Whether the hazardous occupancy is located 5 Kms away from human habitation? (Never be permitted in mixed occupancy)	Yes	No	---
*2.	Whether the required minimum number of two exits with the recommended width of 4.0 mtrs.?	Yes	No	---
*3.	Whether the Wholesale Cracker storage is located in a single storeyed structure?	Yes		
*4.	Whether the required exit signs and emergency lighting source is provided in the escape routes?	Yes	No	---
*5.	Whether the escape route (Corridor) and Fire exit are separated with recommended two hours Fire resistance doors?	Yes	No	N.A.
*6.	Where 50 mtrs open space all around provided with out any obstructions allowing free movements of Fire Units?	Yes	No	---
*7.	Whether the manufacturing/storage of Fire Crackers premises is 5 Kms away from residential and commercial areas?	Yes	No	---
8.	Whether travel distance of 22.5 mtrs criteria followed in designing the means of escape.?	Yes	No	---
*9	Whether adequate Fire Fighting equipment viz., 10 Kgs. capacity Dry Chemical Powder extinguisher 5Nos. and 20 Fire buckets filled with sand / water are provided and maintained at an easily accessible location are readily available in the Fire Cracker shop?	Yes	No	---
*10.	Whether all the electrical installations and fittings are got inspected by an authorized electrician and certified?	Yes	No	---
*11	Whether the storing of Fire Crackers are constructed with all non combustibile and Fire resistance materials?	Yes	No	---
*12	Whether the Cracker Storage has the following fire fighting installation?			
*13	a) Hose Reel			
	b) Yard hydrant			
	c) Automatic sprinkler system			
	d) Manually Operated Electric fire alarm system			
	e) Automatic Detection and Alarm system			
	f) Underground static water storage tank of 4 Lakhs liters			
	g) Fire pumps one electrical and one diesel pump of 2850 LPM capacity.			
*14	Whether the fire crackers storage has a gap of 200 mtrs from any protected work?			

Signature of the Inspecting Officer

Remarks of the inspecting authority

I have inspected the Existing premises of Fire crackers storage/  
 Godown on Date:..... and recommend/ do not recommend to  
 issue of Licence for a period from ..... To.....

Signature Name and Designation of  
 Inspection Authority



## Annexure - II

## INSPECTION REPORT ON TEMPORARY FIRE CRACKERS SHOPS

Name of the applicant :		
Address of the Premises of temporary fire cracker shop:		
Contact Telephone No:		
Sl. No.		Remarks of Inspecting Authority (YES/NO)
1	Whether the temporary fire crackers shop is in Open area?	
2	Whether the Temporary Fire Crackers shop is located in a single storeyed structure?	
3	Whether No Objection Certificate from the neighbouring occupants of the single storeyed structure has been obtained and enclosed?	
4	Whether the temporary fire cracker shop is located in Residential area?	
5	Whether the temporary fire cracker shop is located in Commercial area?	
6	Whether the temporary fire cracker shop is having electrical wiring done safety without joints with fool proof insulation	
7	Whether certificate of the Licenced Electrician regarding electrical wiring in the proposed Temporary Fire Crackers shop has been obtained and enclosed?	
8	The proposed Temporary Fire Cracker shop is made of Non-Combustible Material like asbestos Zinc, GI sheet etc.,?	
9	2 DCP Fire Extinguishers of 5Kgs capacity each are proposed in the temporary fire Crackers shop provided 4 buckets of sand/ water ?	
10	Two water barrels of 200ltrs each along with four fire buckets (Two with sand and two with water) will be provided in the proposed Temporary fire Crackers shop ?	
11	The proposed Temporary Fire Cracker shop is having an approach of 6Mtrs width and accessible for fire vehicles?	

12	The temporary fire crackers shop has a gap of 05 Mtrs from neighbouring temporary fire Crackers shop and 50 mtrs from any protected work?	
13	Smoking is strictly prohibited in the proposed temporary fire crackers shop?	
14	Usage of spark generating tools like iron tools, implements balance, weights etc is strictly prohibited in the proposed temporary Fire Crackers shop ?	
15	Children below 18 years of age are not employed in the proposed temporary fire crackers shop ?	
16	The Fireworks packages are kept in a position away from and clean off from shop traffic and away from all articles of combustible nature?	

Signature of the Inspecting Officer

Remarks of the inspecting authority

I have inspected the premises of temporary Fire crackers shop on Date:..... and recommend/ do not recommend to issue of Licence for a period of Two weeks from ..... To.....

Signature Name and Designation of

Inspection Authority



PROCESS CHART FOR ISSUANCE OF FIRE CRACKERS PERMANENT  
WHOLE SALE SHOPS LICENCE/ PERMANENT GODOWNS LICENCE

