



Government of West Bengal  
Department of Fire and Emergency Services  
2<sup>nd</sup> & 3<sup>rd</sup> floor, New Town Fire Station Building  
Action Area 1C, Block CF 7, Street No. 175  
New Town, Kolkata 700 156

No.1591/FES-99/101/2025

Date:09 /12/2025

**ORDER**

Whereas, the Department has already constituted Technical Expert Committee(s), *in short* – ‘TEC’ for recommendation to Director General of West Bengal Fire and Emergency Services regarding issuance of No Objection Certificate (NOC)/Fire Safety Certificate (FSC) for the vulnerable buildings such as Hospitals/Nursing Homes, Shopping Malls, Cinema Halls, Multiplexes, Hotels, Guest Houses, Schools, Colleges, Assembly Houses, all commercial and all residential buildings of G+5 height and above earlier; and now, it has been considering, for some time past, the need to constitute a next tier below the TECs at zonal level under the chair of the Deputy Directors as Zonal TECs with the objective of easing out the increasing pressures on the TECs;

And whereas, after careful consideration, it has been decided to constitute Zonal Technical Expert Committees ( Zonal TECs) under the chair of the Deputy Directors of the Directorate of West Bengal Fire and Emergency Services under overall control and superintendence of the Director General of West Bengal Fire and Emergency Services in the manner specified hereunder –

**A. Zonal TEC (Headquarters)**

- (1) Deputy Director, Headquarters, WBF&ES – Chairman;
- (2) Senior most DFO under Headquarters zone – Member Convener;
- (3) Other DFOs of Headquarters – Members;
- (4) One Architect to be nominated by the IIA, Kolkata – Member;
- (5) One Executive Engineer (Civil) to be nominated by the building department of KMC – Member; and
- (6) One senior Electrical Engineer to be nominated by CESC.

**B. Zonal TECs**

- (1) Deputy Director, WBF&ES of respective zone – Chairman;
- (2) Senior most DFO under the respective zone – Member Convener;
- (3) Other DFOs of the respective zone – Members;
- (4) One Architect to be nominated by the IIA – Member;
- (5) One Executive Engineer (Civil) to be nominated by the Zilla Parishad/Municipal Corporation/Municipality – Member; and
- (6) One senior Electrical Engineer to be nominated by WBSEDCL.

The Zonal TECs so constituted shall deal with the fire safety applications viz. Fire Safety Recommendation (FSR)/Revised Fire Safety Recommendation (RFSR)/Fire Safety Certificate (FSC)/Renewal of Fire Safety Certificate (RFSC) falling under its competency as delegated below: -

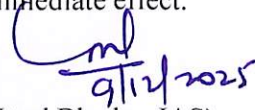
| Category   | Description   | Height restriction as per NBC | Example  | Remarks                        |
|--|---|-------------------------------|--|--------------------------------|
| Group-A:<br>Residential Building (A <sub>1</sub> to A <sub>6</sub> ) | All building under A <sub>1</sub> up to 15M height, area of basement not exceeding 500 M <sup>2</sup> only car parking & up to 50 double-bedded rooms.  |                               |  |                                |
|  | All building under A <sub>3</sub> up to 35M height, area of basement not exceeding 1000 M <sup>2</sup> & plot area not exceeding 2000 M <sup>2</sup>  |                               | Hostel, School & College dormitories, Barracks etc   | Only booster pump & down comer |
|  | Buildings with 3 blocks under A <sub>4</sub> up to 35M height, area of basement not exceeding 1000 M <sup>2</sup> & plot area not exceeding 5000 M <sup>2</sup>   |                               | Apartment House, Mansions etc.   |                                |
|  | All building under A <sub>5</sub> up to 20M height, each floor area not exceeding 1000 M <sup>2</sup> .   |                               |  |                                |
| Group-B: Educational Building (B <sub>1</sub> & B <sub>2</sub> )     | Height upto 20M having basement upto 500 M <sup>2</sup> & plot area not more than 2000 M <sup>2</sup> upto three blocks.  | Upto 30M Height               | Secondary & Higher Secondary School, Colleges, Training Institutes, other similar establishment etc. |                                |
| Group-C: Institutional Building (C <sub>1</sub> )                    | Standalone building having height less than 15M height with basement upto 500 M <sup>2</sup> , plot area not more than 1000 M <sup>2</sup> without bed or with upto 50 bed capacity. (Single storied separate service room other than institutional occupancy will not be treated as block) | Upto 30M Height               | Hospital, Sanatoria & Nursing Home under C <sub>1</sub>  |                                |

|   |  |  |   |  |
|---|--|--|---|--|
| Group-D:<br>Assembly Building (D <sub>1</sub> to D <sub>6</sub> )   | Standalone building having height less than 15M with basement up to 500 M <sup>2</sup> , plot area not more than 1000 M <sup>2</sup> . Upto 500 person capacity without seating arrangements or 300 person capacity with fixed seating arrangements. |  | Theaters, motion picture, or any other stage with or without fixed seating arrangements, restaurant, eatery house, religious, exhibition hall, auditoria, museum, assembly hall, club room, passenger station, restaurant, bar-cum-restaurant and other similar use under D <sub>1</sub> to D <sub>4</sub> sub division. Total seat capacity 500 persons. |  |
| Group-E:<br>Business Building (E <sub>1</sub> to E <sub>5</sub> )   | Standalone building having height more than 10M and up to 20M with basement up to 500 M <sup>2</sup> , total floor area not more than 2000 M <sup>2</sup>  | Up to 30M Height permitted as institutional occupancy. | Offices, professional establishment like offices of Doctors, Lawyers <i>etc</i> , banks, laboratories, research establishment, call center <i>etc</i> under E <sub>1</sub> to E <sub>5</sub> sub-division.  |  |
| Group-F:<br>Mercantile Building (F <sub>1</sub> to F <sub>3</sub> ) | Standalone building having height less than 15M with basement upto 500 M <sup>2</sup> , total floor area not more than 2000 M <sup>2</sup>   |  | Shops, store, medium sized departmental stores, market <i>etc</i> .   |  |
| Group-G:<br>Industrial Building (G <sub>1</sub> to G <sub>3</sub> ) | Building having height up to 15M total cover area not more than 2000 M <sup>2</sup> (Occupancy only permitted for light and moderate hazardous as specified in ANNEX B CLAUSE 3.1.8 as per NBC pt-4 of 2016 )  | Upto 18M Height  | specified in ANNEX B CLAUSE 3.1.8 as per NBC pt-4 of 2016   |  |

|                             |  |                 |   |  |
|-----------------------------|--|-----------------|---|--|
| Storage Buildings           | Standalone building having height less than 15M, total floor area not more than 2000 M <sup>2</sup> (Storage of materials that are combustible but not highly flammable or toxic; may present moderate fire or health risk.) | Upto 15M Height | Example:<br>Storing Warehouses that store metals, glass, and ceramics.<br>Cold storage for non-perishable food.<br>Storage of bottled water or empty containers.<br>Archive records or paper (limited quantity)<br>wood, textiles, rubber, or cardboard storage.<br>Storage of Class III commodities (according to NFPA 13).<br>Paints, oils, or resins (limited quantities).<br>Electronics or plastic products. |  |
| Group-J: Hazardous Building | All buildings used for the storage of explosive materials like HSD, MS & LPG Cylinder.   | Upto 15M Height | Underground storage of HSD, MS (Petrol & diesel retail outlet) LPG cylinder storage.  |  |

The Zonal TECs shall sit at least twice a month or as frequently as required, so that the pendency of fire safety applications at ground level becomes limited to the bare minimum.

This order is issued in the interest of public with immediate effect.

  
9/12/2025

(Utpal Bhadra, IAS)

Senior Special Secretary to the Govt. of West Bengal

Copy forwarded for information and necessary action to –

1. The Chief Secretary to the Govt. of West Bengal, Nabanna, 325, Sarat Chatterjee Road, Hawrah 711 102;
2. The Additional Chief Secretary to the Govt. of West Bengal, Home & Hill Affairs Department, Nabanna, 325, Sarat Chatterjee Road, Hawrah 711 102;
3. The Additional Chief Secretary to the Govt. of West Bengal, MSME&T Department, Nabanna, 325, Sarat Chatterjee Road, Hawrah 711 102;
4. The Additional Chief Secretary to the Govt. of West Bengal, Public Works Department, Nabanna, 325, Sarat Chatterjee Road, Hawrah 711 102;
5. The Director General, WBF&ES, 13 D, Mirza Galib Street, Kolkata 700 016;
6. The Additional Director General, WBF&ES, 13 D, Mirza Galib Street, Kolkata 700 016;
7. The District Magistrate(s), (All).....;
8. The Sr. P.S. to the Hon'ble MOS (IC), Department of Fire and Emergency Services;
9. The Special Law Officer & ex-officio Deputy Secretary (Law), Department of Fire and Emergency Services;
10. The Commissioner of Police, Kolkata, Lalbazar, .....;
11. The Director (In Charge), WBF&ES, 13 D, Mirza Galib Street, Kolkata 700 016;
12. The Assessing and Legal Officer & ex-officio Additional Director (Assessing & Legal), WBF&ES, 13 D, Mirza Galib Street, Kolkata 700 016;
13. The Deputy Director(s), WBF&ES, (All).....;
14. The Divisional Fire Officer(s), WBF&ES, (All).....;
15. The Sr. P.S. to the Additional Chief Secretary to the Govt. of West Bengal, Department of Fire and Emergency Services;
16. Guard file.

(Sanjay Banerjee)

Deputy Secretary to the Govt. of West Bengal

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(Sanjay Banerjee)

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