

**ELECTRICAL SAFETY FOLLOW UP INSPECTION REPORT (12<sup>TH</sup>)**

<b>Factory Name</b>	<b>Taqwa Fabrics Ltd.</b>					<b>Note:</b>
<b>Address</b>	Boherachala Gilaberaeed, Kewa, Sreepur					
<b>FACTORY ID</b>	<b>9530</b>	<b>ELECTRICAL SAFETY INSPECTION DATES</b>				<b>Other Factory:</b>
<b>Initial Inspection Date</b>	26-Apr-2014	Date of 5 <sup>th</sup> Follow Up	27-Nov-2016	Date of 11 <sup>th</sup> Follow Up	<b>01-Nov-2018</b>	
<b>Report Received Date</b>	24-Jun-2014	Date of 6 <sup>th</sup> Follow Up	08-Feb-2017	Date of 12 <sup>th</sup> Follow Up	<b>02-Sep-2019</b>	
Date of 1 <sup>st</sup> Follow Up	25-Aug-2015	Date of 7 <sup>th</sup> Follow Up	03-May-2017	Date of 13 <sup>th</sup> Follow Up		
Date of 2 <sup>nd</sup> Follow Up	21-Mar-2016	Date of 8 <sup>th</sup> Follow Up	22-Aug-2017	Date of 14 <sup>th</sup> Follow Up		
Date of 3 <sup>rd</sup> Follow Up	07-Jun-2016	Date of 9 <sup>th</sup> Follow Up	03-Dec-2017	Date of 15 <sup>th</sup> Follow Up		
Date of 4 <sup>th</sup> Follow Up	06-Sep-2016	Date of 10 <sup>th</sup> Follow Up	18-Apr-2018	Date of 16 <sup>th</sup> Follow Up		
<b>Inspected by</b>	<b>Mehedi Hasan</b>					

Item No	Accord Inspection Observation	Accord Action Plan (Recommendation)	Accord Time line (given in report)	Comments from Accord (After Physical Inspection)	Final Timeline (Approved timeline)	Final Action Plan (Factory)	Progress Status (On the date of inspection)	Pictorial Evidence
1	Excessive lint and dust found on transformer top.	Establish a routine cleaning program to keep neat and clean the transformer room. Shut down the power of the transformer and clean the exterior of the transformer at scheduled period.	Within 1 month	Already verified on previous follow up inspection.	25-Oct-2014	Done.	Corrected	
2	Conservator tank oil level is low.	Required oil level must be maintained as per the instruction of the manufacturer.	Within 1 month	Already verified on previous follow up inspection.	25-Oct-2014	Done.	Corrected	

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3	Silica gel is discolored.	Shut down the transformer and replace the silica gel or perform maintenance to remove moisture from it. Consult with transformer servicing company before performing the task. Establish a routine maintenance & inspection program for transformer to ensure any future repetition of the occurrence.	Within 1 month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
4	Breather oil cup is empty.	Fill the Breather oil cup with transformer oil up to the required level as instructed by the manufacturer	Within 1 month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
5	HT cable trench is filled with debris.	Provide trench cover(slab) and clean it in regular interval.	3 months	Already verified on previous follow up inspection.	25-Dec-2014	Done.	Corrected	

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6	Cable trench is partially covered by wood.	Inflammable material must be removed and slab or checkered plate must be used to cover the trench.	3 months	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
7	Excessive lint and dust is found in the panel.	Disconnect the power source of the panel and clean dust and debris of all interior components. Establish a periodic cleaning program and maintain records of the activities. Provide cover made of non-combustible material on the opening for preventing ingress of dust and debris in future	Within 1 month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
8	Cables are laid directly on the floor.	Provide cable tray or cable ladder with protective cover to support the noted cables from any damage due to stepping of operator or occupants.	3 months	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	

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9	Cable tray size is not sufficient.	Existing cable tray may be extended or one additional cable tray may be installed to accommodate all the cable. The cable tray must be continuous throughout of the length of the cable.	3 months	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
10	Live cable is not terminated.	Cable must be terminated properly. Unused cable must be removed.	Within 1 month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
11	No phase barrier is installed in MCCB.	Install separators between different phases of MCCB. Standard separators provided by the MCCB manufacturer must be used.	Within 1 month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	

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12	Cables passing through the wall are not protected.	Cables passing through permanent walls must be protected in steel cable duct and remaining holes around the pipe must be sealed with appropriate fire rated materials. The duct shall be installed throughout the length of the cable to prevent any physical damage.	3 months	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
13	Cables tape inside the panel deteriorated.	Remove the damaged tape and heat shrinkable tube may be used after punching the socket. Arrange periodic inspection & thermal scan to identify the overloading, loose connection, unbalanced load which may cause the excessive heat-rise and take action accordingly.	Within 1 month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
14	Wires are joint twisted.	Use cable socket according to the respective cable size for termination of each cable.	Within 1 month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	

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15	Cables are passing through the combustible storage.	Remove all combustible storage around electrical apparatus or wiring system may be installed through a safe route.	Within 1 month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
16	Wires are connected with the busbar without lug.	Use cable socket according to the respective cable size for termination of each cable. Terminate each cable individually on the bus bar (providing individual lug according to the cable size). Multiple cables shall not be terminated on same point of bus bar.	Within 1 month	On 21/03/15: Multiple cable terminations were found in lots of panels. All those connections must be avoided. New committed timeline is 30-04-16 to close this issue. On 07/06/16: Corrected.	30-Apr-2016	Done.	Corrected	
17	New Finding: Multiple cable termination in MCCB.	Multiple cable connection at a terminal must be avoided.	1 Month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	

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18	New Finding: Battery cases are kept in wooden case	Use non-flammable case/shelf to store battery. Again, cover only electrical terminals instead of putting the black cover on top.	1 Month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
19	New Finding: Lightning Protection System(LPS) has not installed yet	Design and Install LPS for your factory; Factory have to submit LPS design to Accord before starting installation.	3 months	On 21/03/16: Not corrected. New committed timeline 31-05-16 to close this issue. On 07/06/16: Not corrected. On 06/09/2016: Not corrected. On 27/11/2016: Installation has not been finished yet. On 08/02/2017: Corrected.	31-May-2016	Installation of LPS has been completed.	Corrected	
20	New Finding: No/Inadequate rubber (insulation) mat on the working area of distribution board/panel.	Put electrical insulation (rubber mat) on the working area of each electrical installation (Transformer/LT panel/MDB/DB/SDB/ other manual operated machineries)	1 Month	On 21/03/15: This issue is not corrected yet. New committed timeline is 30-04-16 to close this issue. On 07/06/16: Corrected.	30-Apr-2016	Done.	Corrected	

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21	New Finding: Oil/water spillage in generator room.	Stop oil leaking from generator and keep the floor dry.	1 Month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
22	New Finding: Multiple cables connected in the bus bar through single lugs.	Each cable must be connected in the bus bar through single lugs.	2 Months	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
23	New Finding: Power cables are bent excessively	Avoid power cable bending in electrical system; in unavoidable case bend cables without any stress but not less than 135 degree.	3 months	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	



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24	New Finding: Cables in store room are encaged in flexible conduits.	Wiring in store room has to be concealed or encaged in rigid(Steel G.I. pipe).	3 months	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
25	New Finding: Cables are hanging without support.	Use rigid conduit / cable tray to support cables at any where to keep cable out of tension.	2 Months	Already verified on previous follow up inspection.	25-Jan-2016	Done.	Corrected	
26	New Finding: Exposed and heated steam line is close to BBT.	BBT close/attached to steam line/heat source must be protected from external heat. In unavoidable case provide proper insulation for the heat source/steam line. Normally power cable should keep 0.9m apart from hot area.	3 months	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	

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27	New Finding: Panel doors are not connected with earth.	All metal panel doors shall have earth connection by at least 4 mm earth cable.	1 Month	Already verified on previous follow up inspection.	20-Dec-2015	Done.	Corrected	
28	New Finding: Generator body has no earth connection.	Ensure minimum two earthing connection for generator body (consult with your generator supplier).	3 Months	On 21/03/16: Not corrected. New committed timeline 31-07-16. On 07/06/16: Not corrected. On 06/09/2016: Corrected.	30-Jul-2016	Done.	Corrected	
29	New Finding: Electrical equipment have been installed congested.	Ensure minimum 1.07 m (42 inch) working clearance around every electrical installation	4 Months	On 21/03/15: This issue is not corrected yet. New committed timeline is 30-04-16 to close this issue. Factory asked for extended timeline till 18/05/16 Request not excepted On 07/06/16: Corrected.	30-Apr-2016	Done.	Corrected	

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30	New Finding: Indicator light is mounted without control device.	Indicator light should be connected with control device such as fuse or MCB.	2 Months	On 21/03/16: Not corrected. New committed timeline 31-05-16 to close this issue. On 07/06/16: Not corrected. On 06/09/2016: Corrected.	31-May-2016	Done.	Corrected	
31	New Finding: Oversized circuit breakers or Circuit breakers are not adjusted accordingly	Adjust or replace all the MCCBs/MCBs according to cable ampacity (connected load). Avoid using different sized cable at the terminals	2 Months	On 21/03/16: Not corrected. New committed timeline 31-04-16 to close this issue. On 07/06/16: Not corrected. On 06/09/2016: Corrected.	30-Apr-2016	Done.	Corrected	
32	New Finding: Distribution Board's top/bottom is left open (typical issue)	Seal each distribution board's top/bottom; and use cable glands holding/supporting cables if necessary.	3 months	On 21/03/16: Not corrected. New committed timeline 31-04-16 to close this issue. On 07/06/16: Not corrected. On 06/09/2016: Corrected.	30-Apr-2016	Done.	Corrected	

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33	New Finding: Insulation resistance test of electrical cables is not performed	Insulation resistant test of all the cables must be performed once every 2 year cycle and recorded (this must require a complete power shut off)	3 months	On 21/03/16: Not corrected. New committed timeline 31-04-16 to close this issue. On 07/06/16: Not corrected. On 06/09/2016: Corrected.	30-Apr-2016	Done.	Corrected	
34	New Finding: Earth Pit resistance record is unavailable	All earthing systems shall be tested for resistance on any dry day not less than once in every two years. A record of every earth test made and the result shall be kept for not less than two years and shall be available to the Inspector when required.	3 months	On 21/03/15: Hot spots at terminations inside panel. Immediately correct such points. Thermal inspection record is also unavailable. New committed timeline is 30-04-16 to close this issue. On 07/06/16: Corrected.	30-Apr-2016	Done.	Corrected	
35	New Finding: Hot spots at terminations inside panel. Thermographic inspection record is unavailable.	Arrange periodic inspection & thermal scan at least twice in a year to identify the overloading, loose connection, unbalanced load which may cause the excessive heat-rise and take action accordingly. However, immediately correct such points.	Immediate	On 21/03/16: Not corrected. New committed timeline 31-04-16 to close this issue. On 07/06/16: Not corrected. On 06/09/2016: Corrected.	30-Apr-2016	Done.	Corrected	

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36	New Finding: Electric safety training program is not initiated/conducted.	Electrical safety training and awareness program for the electrical personal and workers must be initiated and recorded	1 Month	On 21/03/16: Not corrected. New committed timeline 31-04-16 to close this issue. On 07/06/16: Not corrected. On 06/09/2016: Corrected.	30-Apr-2016	Done.	Corrected	
37	New Finding: LT panel room are not readily accessible	Take necessary initiative thus every electrical room can be easily accessible	2 Months	On 07/06/16: Not corrected. New committed timeline: 15/07/16. On 06/09/2016: Corrected.	15-Jul-2016	Done.	Corrected	
38	New Finding: Loop connection has used powering multiple MCBs/MCCBs.	Eliminate loop cables; use single cable for each MCBs/MCCBs. You may use bus bar to avoid multiple termination.	1 Month	On 07/06/16: Corrected.	30-Apr-2016	Done.	Corrected	

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39	New Finding: current & voltage indicating device & indicating bulb's are not functional.	The current & voltage indicating devices & indicating bulbs must be made functional to indicate the existence of the power.	1 Month	On 07/06/16: Corrected.	30-Apr-2016	Done.	Corrected	
40	New Finding: Excess cables coiled and kept at the back of panel	Rearrange cables using cable tray/ladder; or trim the unnecessary cables and use only the required length (If it is HT cable, do not trim it rather rearranging it)	2 Months	On 07/06/16: Corrected.	31-May-2016	Done.	Corrected	
41	New Finding: Large exhaust fans in production floors are controlled by the MCB.	Large exhaust fans must be connected through control device such that it will not restart automatically when power is restored.	2 Months	Factory asked for extended timeline till 30-06-2016. Timeline extended from 31/05/2016 to 30/06/2016 On 07/06/16: Corrected.	30-Jun-2016	Done.	Corrected	

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42	New Finding: There is no programmed schedule for periodical inspection & testing of electrical equipment.	Develop an electrical maintenance program that includes inspections and testing of the electrical systems (preventive, proactive and breakdown maintenance)	2 Months	On 07/06/16: Corrected.	31-May-2016	Done.	Corrected	
43	New Finding: Transformer Oil Test report is unavailable	Check the transformer oil condition by performing oil test. Do it once in a year and keep the record.	2 Months	On 07/06/16: Corrected.	31-May-2016	Done.	Corrected	
44	New Finding: Electrical Single Line Diagram (SLD) is not amended properly. Again SLD has inadequate information which has no effectiveness.	Amend Electrical SLD properly. Mention all the modification there as present in the factory. Prepare SLD more informative thus anyone can understand it. Get it reviewed by Accord after preparing completely.	2 Months	On 07/06/16: Not corrected. New committed timeline: 15/07/16. On 06/09/2016: Corrected.	15-Jul-2016	Done.	Corrected	

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45	New Finding: Instruction for CPR (Cardiopulmonary Resuscitation) or Electrical shock restoration is not present	Hang this instruction near all electrical equipment (LT panel, MDB, FDB, DB, SDB) on a visible location	1 Month	On 07/06/16: Corrected.	30-Apr-2016	Done.	Corrected	
46	New Finding: Transformer room has inadequate ventilation	Ensure/Arrange cross ventilation transformer room; You may use fire damper if you have to keep any opening on the corridors/egress path/exit	2 Months	Factory asked for extended timeline till 30-06-2016. Timeline extended from 31/05/2016 to 30/06/2016 On 07/06/16: Corrected.	30-Jun-2016	Done.	Corrected	
47	New Finding: Cables inside distribution board is not supported properly.	Organize all the power cables securely inside distribution board thus no chance of any electrical hazard.	2 Months	On 06/09/2016: Corrected.	15-Aug-2016	Done.	Corrected	



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48	New Finding: Light in store room/storage areas is uncovered.	Lights in store room/ storage areas shall be covered	1 Month	On 06/09/2016: Corrected.	15-Jul-2016	Done.	Corrected	
49	New Finding: Hot spots was found at terminations inside panel.	Arrange periodic inspection & thermal scan at least twice in a year to identify the overloading, loose connection, unbalanced load which may cause the excessive heat-rise and take action accordingly. However, immediately correct such points.	2 Weeks	On 27/11/2016: Corrected. Hot Spots have been removed.	30-Sep-2016	Done.	Corrected	
50	New Finding: No LOTO (Lock-Out-Tag-Out) policy is introduced for safety of the personnel during any kind of maintenance work.	Need to introduce and implement LOTO policy with LOTO (Lock-Out-Tag-Out) device instead of any other means to ensure safety of the personnel during any maintenance. Need to keep all using records.	6 weeks	On 18/04/2018: Corrected.	25-Jan-2018	Done.	Corrected	

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51	New Finding: Thermography survey report is generated without conducting any physical survey (fake report). Latest report is a copy of previous report except the changes of date.	Thermography survey must be done and recorded at least twice in a year. Need to generate the report with real-time images and scanned images with recommendations (if any).	6 weeks	On 18/04/2018: Corrected. Report seems to be authentic.	25-Jan-2018	Done.	Corrected	
52	New Finding: Heat source (or exposed steam line) is adjacent to electrical installations (cable channel/duct)	Heat source (or steam line) must be kept at least 0.9 meter apart from any electrical installation. In unavoidable case, heat source shall be covered by proper and adequate insulator.	6 weeks	On 18/04/2018: Not Corrected. Heat source highest temperature is 118.5 degree which is close to electrical installations. On 01/11/2018: Corrected.	25-Jan-2018	Done.	Corrected	
53	New Finding: 1. Field information has no/less reflection in existing SLD. 2. Electrical power cables are not identified properly	1. Electrical SLD must be amended properly; all the required information must be mentioned there; and it shall be updated when you do significant amount of changes of your electrical system. 2. Proper identification (by using cable marker, tag, colored heat shrink) shall be done on power cables used in the system.	6 weeks	On 18/04/2018: Corrected.	25-Jan-2018	Done.	Corrected	

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54	New Finding: Improper cable terminations are available (without lugs, unterminated and splicing joints)	Cables shall be terminated properly with proper type of cable lugs. For unavoidable splicing joints, use proper joint kits with insulation arrangements. No unterminated cable shall be without proper type cable-cap to avoid short-circuit.	6 weeks	On 18/04/2018: Corrected.	25-Jan-2018	Done.	Corrected	
55	New Finding: Inadequate working space around transformer for performing maintenance work	Minimum working space (1.07m) around the transformer (and related electrical installations) must be maintained	2 Months	On 01/11/2018: Corrected.	25-Jun-2018	Done.	Corrected	