



Preliminary Assessment Stage

The purpose of Preliminary Assessments is to assess the structural, fire and electrical safety of garment factories against the standards set out in harmonized national guidelines established in 2013. The results of the Preliminary Assessment are used to develop Corrective Action Plans (CAP)s for factories.

What is a Preliminary Assessment?



Preliminary Assessments are conducted by qualified engineering teams to look at the structural, fire and electrical safety of a factory. Preliminary visual assessments for structures include basic capacity evaluation of critical member/columns or foundations. The assessment process for fire and electrical safety sees various data collected during one and/or multiple field visits to the building followed by data analysis.

The results of the analysis will provide information about the current status of the structural, fire and electrical safety of the building/factory. It will also identify if there is any need for further detailed assessment as well as remediation steps required by the owner of the building and/or the garment factory to attain the required safety standard.

How to have a Preliminary Assessment of your factory?



If you have an operational garment factory that has not yet been assessed by the Accord, Alliance or the Government of Bangladesh's National Initiative then it is

necessary for a preliminary safety assessment to take place without delay. Please contact the Department of Inspection for Factories and Establishments (DIFE), under the Ministry of Labour and Employment, to find out how to go about this.

Submission of Preliminary Assessment reports



Upon completion of preliminary assessments for structural, fire and electrical safety the engineering team will submit the assessment reports to DIFE as well as provide a copy to the factory. Upon review and acceptance of the reports, DIFE will publish either a summary or the full report on its website for purposes of transparency. The period of time in which remediation work must be completed will begin from the date of receipt of the reports by factories.

CAP Development



Once assessment reports are received by factory owners/managers they need to develop a Corrective Action Plan (CAP). A CAP gives details of how issues identified in the preliminary assessment will be addressed as well as the timescale.

During the Preliminary Assessment stage owners/managers are expected to:

- Read and comprehend the content of the Preliminary Assessment reports.
- Ask questions and liaise with DIFE (RCC) engineers to clarify any doubt.
- If no Detailed Engineering Assessment (DEA) is required then submit CAP to a DIFE (RCC) engineer within two weeks of receiving the Preliminary Assessment report.
- If a DEA is required, prepare a plan to carry out the DEA within six weeks of receiving the Preliminary Assessment report.
- Take a proactive approach to improving factory safety by implementing simple remedial actions that can be done immediately.

At this stage the factory can hire a consultancy firm from a roster maintained by DIFE to provide engineering support, to help develop the CAP as well as commission a DEA, if needed.

List of DEA firms: <https://bit.ly/2seqaDn>

For more info visit: <http://rcc.dife.gov.bd>