

## DEPARTMENT OF FIRE & EMERGENCY SERVICES – DAMAN

CHECK LIST OF DOCUMENTS TO BE ATTACHED WITH APPLICATION FORM FOR ISSUANCE OF **FIRE INCIDENT REPORT/ CERTIFICATE** FOR INDUSTRIAL BUILDING, CARS & BOATS & OTHERS.

Sr. No.	Particulars of documents to be attached		
01.	Application form with attached relevant documents dully filled all columns without any correction.	YES	NO
02.	Copy of provisional/ letter of fire safety recommendation /final NOC issued by the fire department	YES	NO
03.	Copy of final fire N.O.C. issued by the fire department	YES	NO
04.	Copy of Last renewal issued by the fire department	YES	NO
05.	Copy of Police panchnama	YES	NO
06.	Copy of police FIR	YES	NO
07.	Copy of FSL report	YES	NO
08.	Copy of Vehicle PUC, Insurance & RC Boo	YES	NO
09.	Copy of Photographs with detailed of damage to building and contents (raw materials, finished goods, furniture's, machinery, etc. (in separate sheet)	YES	NO
10.	Copy of factory building Insurance	YES	NO
11.	Copy of Photo ID proof & Driving License	YES	NO
12.	Copy of Proposed/Approval plan	YES	NO
13.	Copy of Construction Permission of PDA/DMC	YES	NO
14.	Copy of Occupancy Certificate	YES	NO

**Note:-** Application form should be neatly filled all columns without any correction and incomplete form shall be summarily rejected/returned.

Date:        /        /  
Place: Daman.

Signature of the applicant

**APPLICATION FOR ISSUANCE OF FIRE INCIDENT REPORT/  
CERTIFICATE FOR INDUSTRIAL BUILDING & OTHERS.**

01.	Name and Address of the Premises/ Building & Others.	
02.	Name & Address of the Owner/ Occupier	
03.	Full Postal address for Communication with contact number,	
04.	Business/ Manufacturing of the company.	
05.	Fire incident report/certificate is required for which purpose	
06.	Date & time of fire incident	
07.	Name of caller with telephone/Mobile number	
08.	Time of fire extinguished with total hours of fire fighting operation.	
09.	Exiting fire N.O.C. No. and Date (copy enclosed)	
10.	Description of property	
11.	Types of Industry	<b>SSI/MSI/LSI/Others</b>
12.	Suppose cause of fire	
13.	Vehicle full details	
14.	<b>Description of Damage:</b>	
	i) Property involved.	
	ii) surrounding risk if any	
	iii) Damage to contents (raw/finished goods, furniture, machineries, etc.	
	iv) Damages to building	

	iv) Property saved				
15.	Approximate cost of loss/damages				
16.	Casualties if any				
	i) Injured		Male	Female	Total
		Number			
		Name			
		Address			
	ii) lives lost		Male	Female	Total
		Number			
		Name			
		Address			
17.	Fire incident occurred/took place in past in the premises, details thereof.				
18.	Name of other fire services who have assistance for fire fighting other than Daman.				
19.	Other details if any				

Certified that the above particulars furnished are true to the best of my knowledge.

Date:        /        /  
Place: Daman.

**Signature of the applicant with seal**

Encl: Documents attached as per check list.

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