

**Office of the Incharge District Headquarter Fire Station Officer
(Designated Officer), F&ES – Kathua**

**The Principal
St. Xavier's Convent School
Hatli Morh, Kathua**

No: DO/F&ES/FP/K/24

Dated: 17.06.2026

Sub: Fire Safety Certificate.

Ref: Your online application submission dated: 25.05.2026 (F1026-62861892).

Sir,

The spot inspection of above said school was got carried out by the inspecting officer of this department. During inspection, it was found that the management has installed Hose Reel Hoses, Fire Alarm and First Aid Fire Extinguishers in their school premises. Besides this, one underground water storage tank of 30 KL capacity is also available. Moreover, the school is about 05 Km away from Fire and Emergency Station Kathua and is approachable for fire appliances in case of any emergency. Since the school is already functioning, as such, the management can proceed ahead for operation subject to adopt the following fire safety measures/guidelines in letter and spirit forthwith:-

1. All exit/entrances should be kept open and free from any obstruction for quick and safe evacuation of inmate during any emergency.
2. Manual Operated Electric Fire Alarm System should be installed in the school building for alerting the inmates in case of any emergency.
3. One Hydrant Point should be installed near the Auditorium immediately.
4. First Aid Firefighting system installed in the school building should be checked periodically. Staff and management should be fully trained in handling / operating of firefighting system installed in the school building.
5. All electric installations existing in the building should be concealed conduit type.
6. All class rooms and examination halls having seating capacity for more than 45 students need to be provided with two exits.
7. The corridor of the building shall not be used for any kind of storage.
8. No Hazardous material should be kept inside of the school premises (especially LPG cylinder, Petrol and Diesel etc.). Any deviation found in this regard, this clearance will be treated automatically withdrawn/cancelled. But during inspection, it was found that both double storied Blocks used as residential purposes by the owner and there must be provision of using LPG cylinders which is highly objectionable in such educational buildings. As such, the authority concerned must take this vital aspect into consideration before giving further affiliation to the school.
9. The management shall be wholly and solely responsible for keeping the firefighting system in working condition 24x7 and safe evacuation of its students during any mishap.
10. At present school is having five blocks, three are triple which are interconnected and two are double stored. As such, no addition / alteration should be made by the school management in the existing structure without prior information from this department. Any deviation found in this regard, this clearance will be treated automatically withdrawn/ cancelled.
11. This clearance shall be subject to outcome of any dispute/investigation/enquiry/trial if any, pending before any Court of Law/investigation agency. This clearance shall not confirm any title upon the person/company in whose favour it is issued. Further, the status with regard to land shall be the responsibility of the concerned registering authority.
12. The instant clearance is strictly for adoption of fire safety measures/guidelines of the occupancy only and not for authentication of any other claim.
13. The validity of this clearance shall remain in force for two years subject to the condition that the department of Fire & Emergency Services J&K will conduct half yearly surprise checks of the fire safety installations. In case of any defects found in the operational capabilities of the Fire Safety Equipment or expiry of the self-life of any of the equipment or alteration in the already existing building infrastructure, the validity of this clearance shall be treated automatically withdrawn/ cancelled.

Yours faithfully


**Incharge District Headquarter
Fire Station Officer
Kathua**


**Principal
St. Xavier's Convent School
Hatli Morh, Kathua. J&K-184 102**