

# KELTRON

USER MANUAL  
FOR  
PUBLIC SIDE NOC PORTAL

KERALA FIRE & RESCUE DEPARTMENT

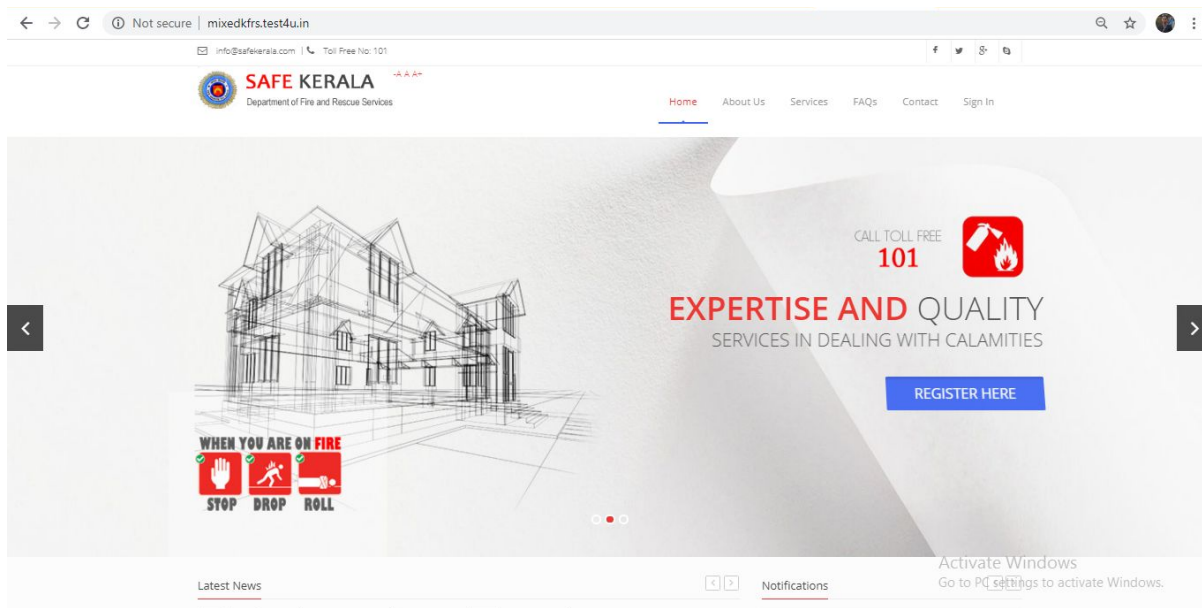
Date: 28th february, 2020

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# 1 Sign up

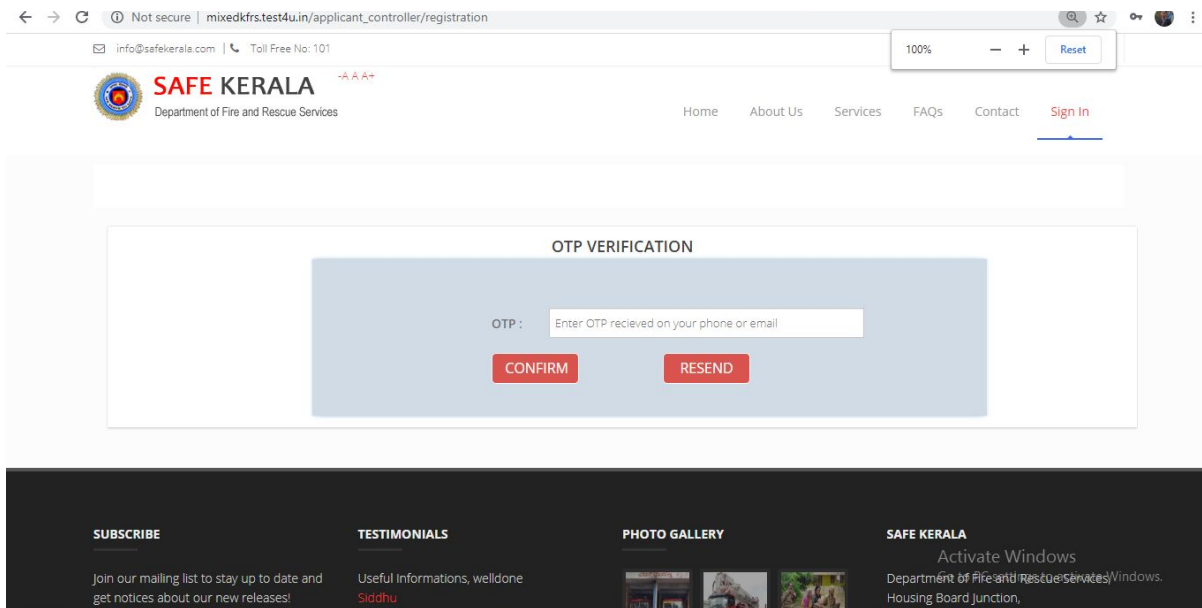
Open the URL : <https://noc.fire.kerala.gov.in/> in a browser



Click the “REGISTER HERE “ button on the screen to Register as new builder

The screenshot shows the 'Register Here' form on the SAFE KERALA website. The browser's address bar displays 'mixedkfrs.test4u.in/applicant\_controller/signup'. The form is titled 'Register Here' with the Malayalam text '(ഉപയോക്താക്കളുടെ പേര്)' below it. It contains several input fields: Name, Email, Mobile Number, Organization Name, Address, Password, Confirm Password, Profile Picture (with a plus icon), Captcha Code, and Confirm Security Code. A red 'REGISTER' button is at the bottom of the form. The website header and navigation menu are visible at the top. An 'Activate Windows' watermark is present in the bottom right corner.

Enter the details asked in the form and Click “Register”.



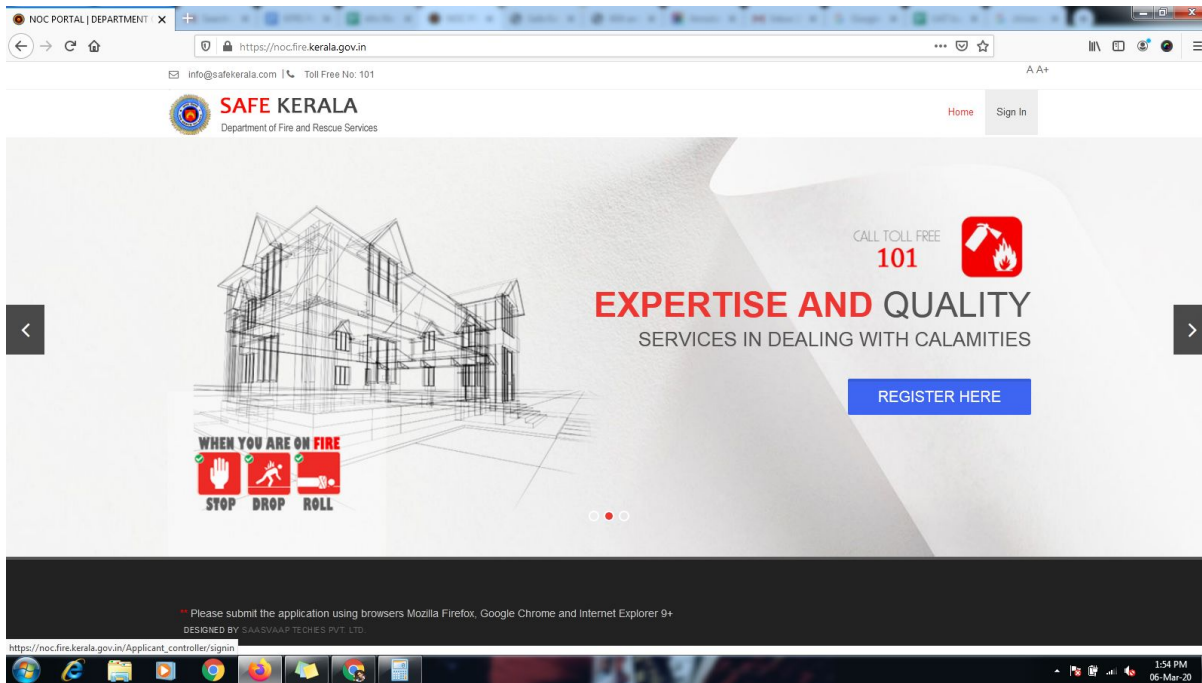
The screenshot shows a web browser window with the URL `mixedkfrs.test4u.in/applicant_controller/registration`. The page header includes the SAFE KERALA logo, contact information (info@safekerala.com, Toll Free No: 101), and a navigation menu with links: Home, About Us, Services, FAQs, Contact, and Sign In. The main content area is titled "OTP VERIFICATION" and contains a form with a label "OTP:" and a text input field with the placeholder "Enter OTP recieved on your phone or email". Below the input field are two red buttons: "CONFIRM" and "RESEND". The footer contains four sections: "SUBSCRIBE" (Join our mailing list...), "TESTIMONIALS" (Useful informations, welldone Siddu), "PHOTO GALLERY" (three small images), and "SAFE KERALA" (Activate Windows, Department of Fire and Rescue Services, Housing Board Junction).

An OTP will be received in the Registered phone number and email id.

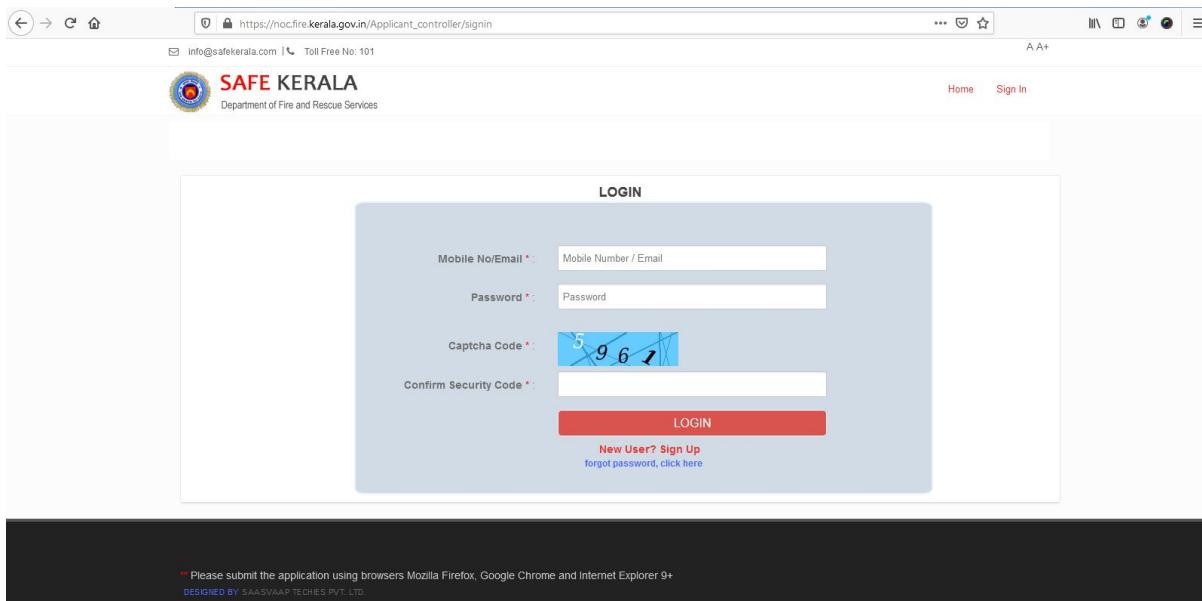
Enter the OTP in the screen above and click “CONFIRM”

## 2 Sign in

Use can easily sign in using the registered email and password from “Sign in ”



Enter your login details, enter captcha and click Login



← → ↻ 🔒 https://noc.fire.kerala.gov.in/Applicant\_controller/signin

info@safekerala.com | Toll Free No: 101

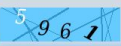
**SAFE KERALA**  
Department of Fire and Rescue Services

Home Sign In

### LOGIN

Mobile No/Email \* :

Password \* :

Captcha Code \* : 

Confirm Security Code \* :

**LOGIN**

[New User? Sign Up](#)  
[forgot password, click here](#)

\*\* Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+  
DESIGNED BY SAASVAAP TECHIES PVT. LTD.

You would see your public dashboard successfully loaded

### 3 Forgot Password

← → ↻ 🔒 noc.fire.kerala.gov.in/applicant\_controller/forgotpassword

info@safekerala.com | Toll Free No: 101

**SAFE KERALA**  
Department of Fire and Rescue Services

Home Sign In

### Forgot Password

Mobile No/Email \* :

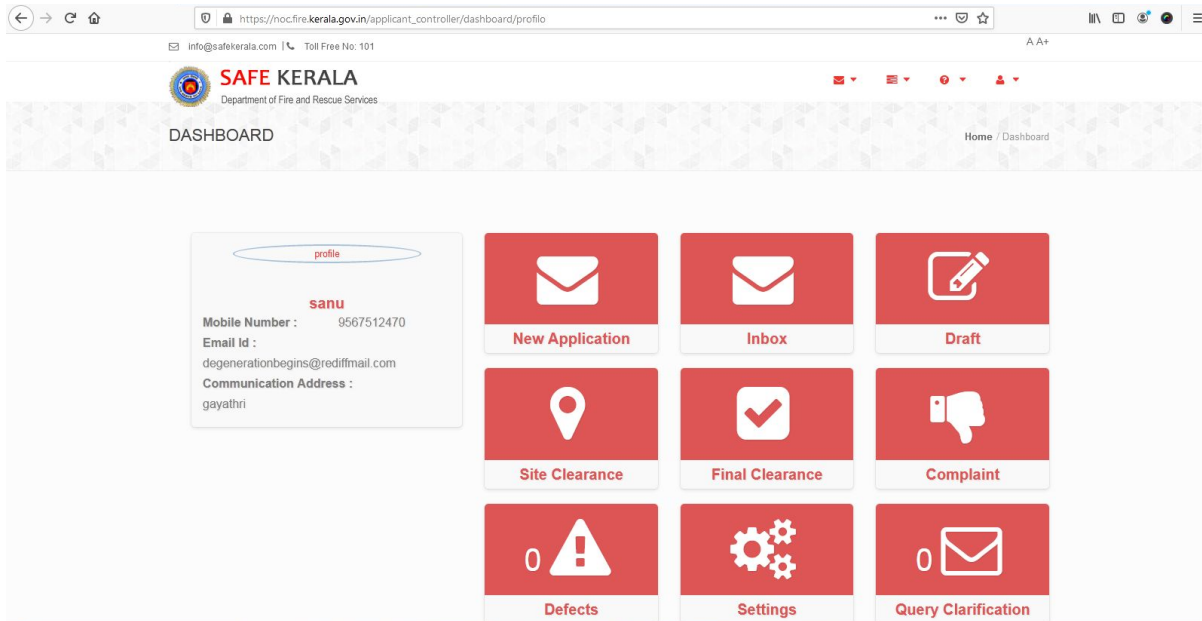
Temporary Password Send To \* : ☐ Mobile ☐ Email

**Get it**

\*\* Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+  
DESIGNED BY SAASVAAP TECHIES PVT. LTD.

Activate Windows  
Go to PC settings to activate Windows.

Enter your Registered email or mobile number and select one of the option below to get automatically generated password.



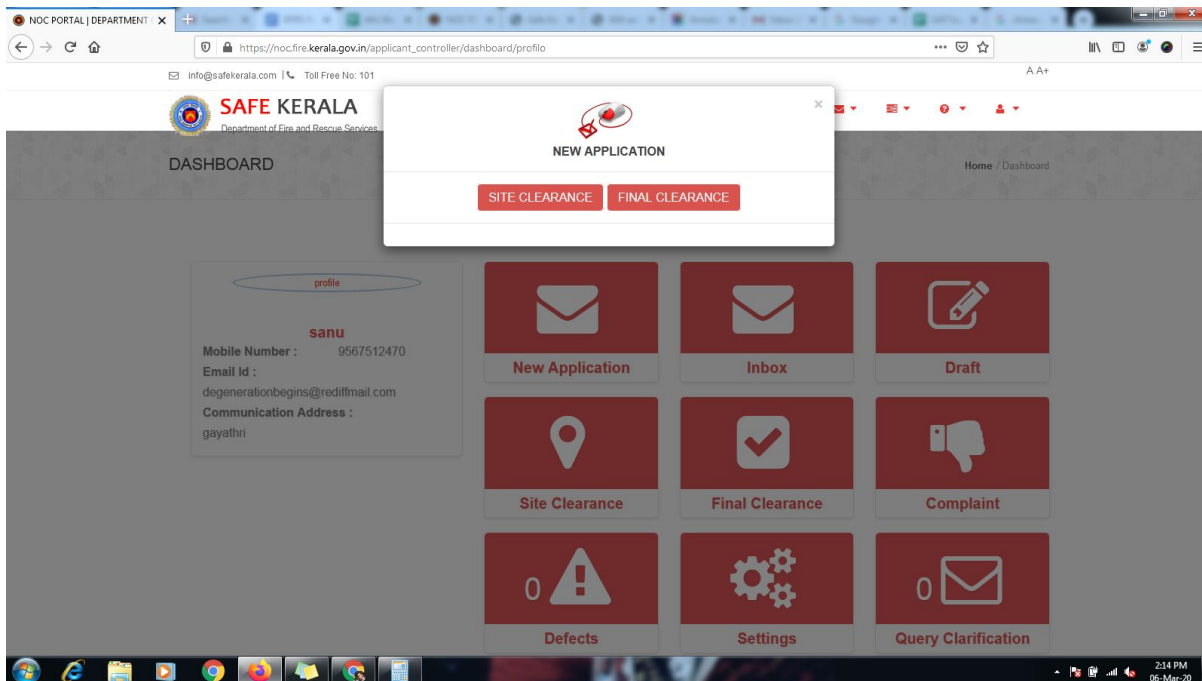
## 4 Dashboard

Dashboard contains options that help you submit applications and review the status of submitted applications from public side

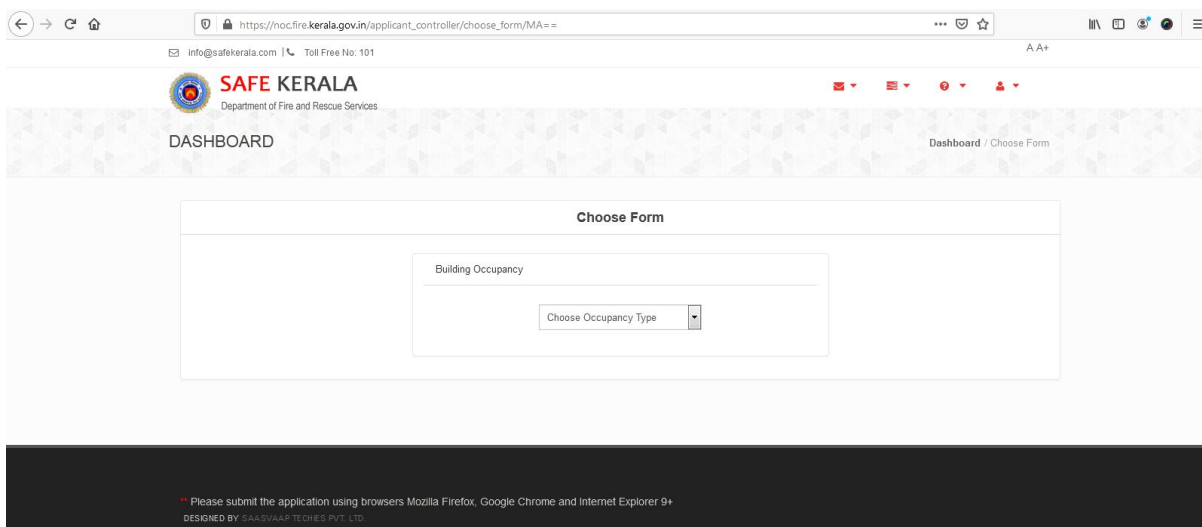
- |                           |                                                              |
|---------------------------|--------------------------------------------------------------|
| 1. New Application -      | Apply for new application                                    |
| 2. Inbox -                | Various status of your submitted Application would be listed |
| 3. Drafts -               | Applications saved before submission are listed              |
| 4. Site clearance -       | Submitted Site clearance applications are listed             |
| 5. Final clearance -      | Submitted Final clearance applications are listed            |
| 6. Complaints -           | Complaints are listed                                        |
| 7. Defects -              | Defected applications from officers are listed               |
| 8. Settings -             | Options to edit your profile details                         |
| 9. Query Clarifications - | Queries from officers are listed                             |

## 4.1 New Application

### 1. Click New application for application generation



### 2. Select whether **Site clearance** or **Final Clearance**



### 3. Select Occupancy type

#### a. Single

- b. Mixed
- c. Multiple

### 4.1.1 Single Occupancy

The screenshot shows the 'SAFE KERALA' Department of Fire and Rescue Services NOC Portal. The page title is 'DASHBOARD' and the breadcrumb is 'Dashboard / Choose Form'. The main content area is titled 'Choose Form' and contains a 'Building Occupancy' section. A dropdown menu is open, showing the following options: 'Choose Occupancy Type', 'Choose Occupancy Type', 'Single' (highlighted), 'Mixed (Intermingled)', and 'Multiple(Not Intermingled)'. The footer contains a disclaimer: 'Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+'. The page is designed by SAASVAAR TECHES PVT. LTD.



### 3. Click “Generate Now ” Button

The screenshot shows the 'SAFE KERALA' Department of Fire and Rescue Services NOC Portal. The page title is 'DASHBOARD' and the breadcrumb is 'Dashboard / Choose Form'. The main content area is titled 'Choose Form' and contains a 'Building Occupancy' section. The dropdown menu is now closed, and the 'Single' option is selected. A green 'Generate Now' button is visible below the dropdown. The footer contains a disclaimer: 'Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+'. The page is designed by SAASVAAR TECHES PVT. LTD.

4. Choose You building details for application generation and form based on your building height

5. Click “ Add Application”

The screenshot shows the 'SAFE KERALA' Department of Fire and Rescue Services dashboard. A modal window titled 'Add Occupancy' is open, displaying a 'Building Details' section. This section contains three dropdown menus: 'Residential Buildings', 'A3-Dormitories', and 'R-1 Below 15 mtr in height'. Below these dropdowns is a blue 'Add Application' button. The background dashboard shows a 'DASHBOARD' header and a 'Choose Form' link. At the bottom of the dashboard, there is a note: 'Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+ DESIGNED BY SAASVAAR TECHES PVT. LTD.'

5. You can enter your Sanketam reference no. from your local body , and click on “ Proceed Now “

The screenshot shows the 'SAFE KERALA' Department of Fire and Rescue Services dashboard. The 'Application Form' is displayed, featuring a question 'Do You have Sanketam Reference ID ?' with 'Yes' and 'No' radio button options. Below this, there are two input fields: 'Registered Email ID : ' and 'Reference ID : '. A green 'Proceed Now' button is located at the bottom of the form. The dashboard header includes 'DASHBOARD' and 'Choose Form'. At the bottom, a note states: 'Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+ DESIGNED BY SAASVAAR TECHES PVT. LTD.'

6. If not , you can proceed to the application by clicking “No” Button.

Safe Kerala | Department of Fire

https://noc.fire.kerala.gov.in/Applicant\_controller/sync\_frm

info@safekerala.com | Toll Free No: 101

**SAFE KERALA**  
Department of Fire and Rescue Services

DASHBOARD Dashboard / Choose Form

**Application Form**

Do You have Sanketham Reference ID ? ☐ Yes ☒ No

PROCEED WITH OUT REFERENCE ID

Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+  
DESIGNED BY SAAGVAAP TECHIES PVT. LTD

2:27 PM  
06-Mar-20

7. New application would be loaded as per your selection

#### 4.1.1.1 Applicant Details (Common for all type of occupancies)

**FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS**  
A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

**APPLICATION FORM / CHECKLIST**  
**FORM "R-1"**

**A. General Section**

Applicant Details & Site Details | Building Details | Fee/Challan Amount Calculation/Payment Details | Building drawings and Fire drawings | Site Details(Technical Section) | Structural Details | Staircase Specifications

Equipment/Fixed Installations | Affidavit / Confirmation from the Applicant

\*This checklist cum application will be first submitted for Initial Clearance and then for Final clearance and then only Certificate of Approval shall be considered to be issued  
\*NB: The items/features in this checklist must be shown/marked in the plan.

**1. Applicant Details**  
(The following details shall be submitted by the applicant)

1. Applicant Name\* :

2. Permanent Address\* :   
Address Line 1  
Address Line 2  
City  
Pincode

5. Corporation/ Municipality/ Grama

**2. Site Details**  
(Details of Land in which Building is to be Constructed / Location of Proposed Building)

1. Survey No\* :

2. District\* :

3. Taluk\* :

4. Village\* :

5. Corporation/ Municipality/ Grama :

8. Enter your personal details and site details for Fire NOC , Click “Next” to proceed

**FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS**  
A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

**APPLICATION FORM / CHECKLIST**  
**FORM "R-1"**

**A. General Section**

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\*This checklist cum application will be first submitted for Initial Clearance and then for Final clearance and then only Certificate of Approval shall be considered to be issued  
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**1. Applicant Details**  
(The following details shall be submitted by the applicant)

1. Applicant Name\* :

2. Permanent Address\* :   
Address Line 1  
Address Line 2  
City  
Pincode

5. Corporation/ Municipality/ Grama

**2. Site Details**  
(Details of Land in which Building is to be Constructed / Location of Proposed Building)

1. Survey No\* :

2. District\* :

3. Taluk\* :

4. Village\* :

5. Corporation/ Municipality/ Grama :

Click here to view list of Fire & Rescue Stations

Latitude : 0  
Longitude : 0

\* Enter Land Mark

4. Company Name :

5. Mobile No\* :

6. Email\* :

Previous Next

9. Fill in all details and proceed to next page

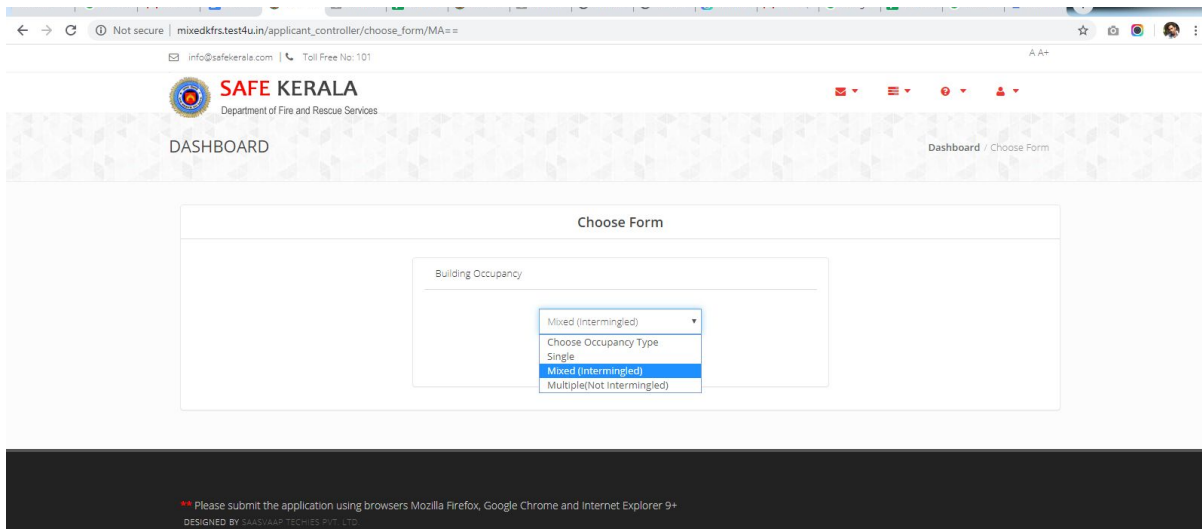
10. Initially , New building would shown to filling

11. Click “Reset” application for “Expansion Of Existing Building”

12. Fill in details and click “ Next “

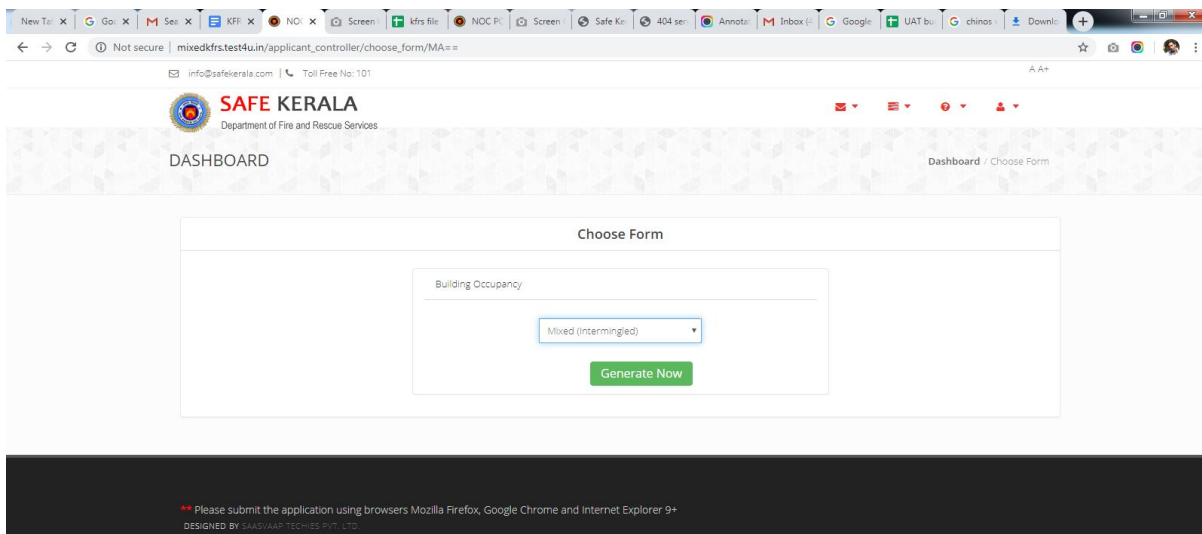
## 4.1.2 Mixed or Multiple Occupancy

1. Select Mixed /Multiple occupancy from list



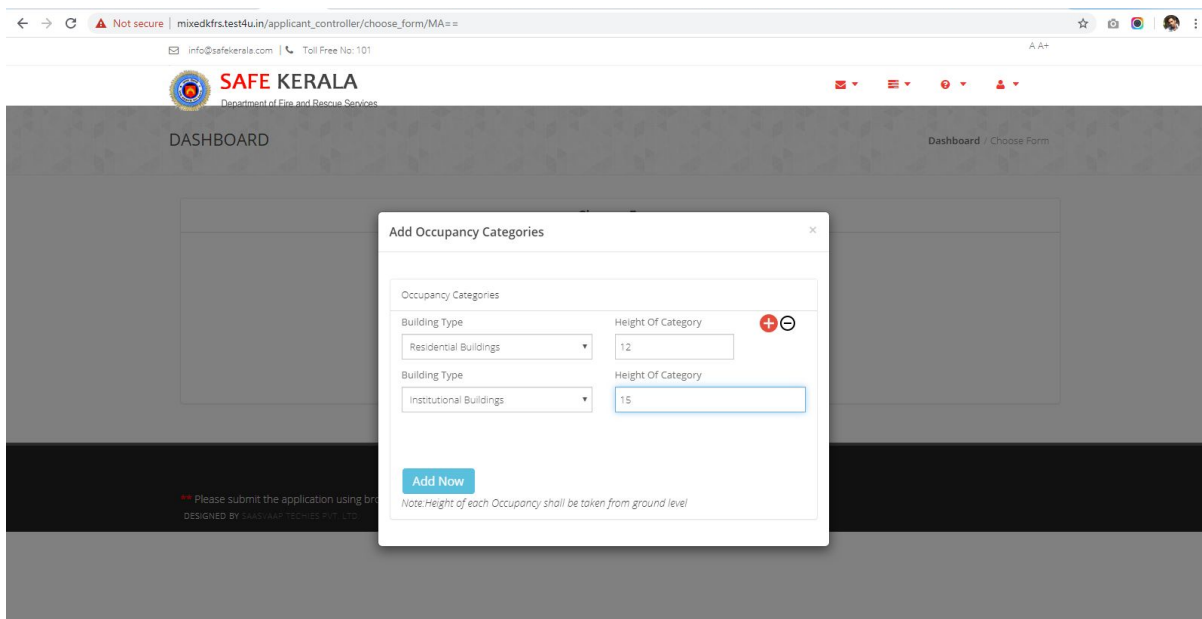
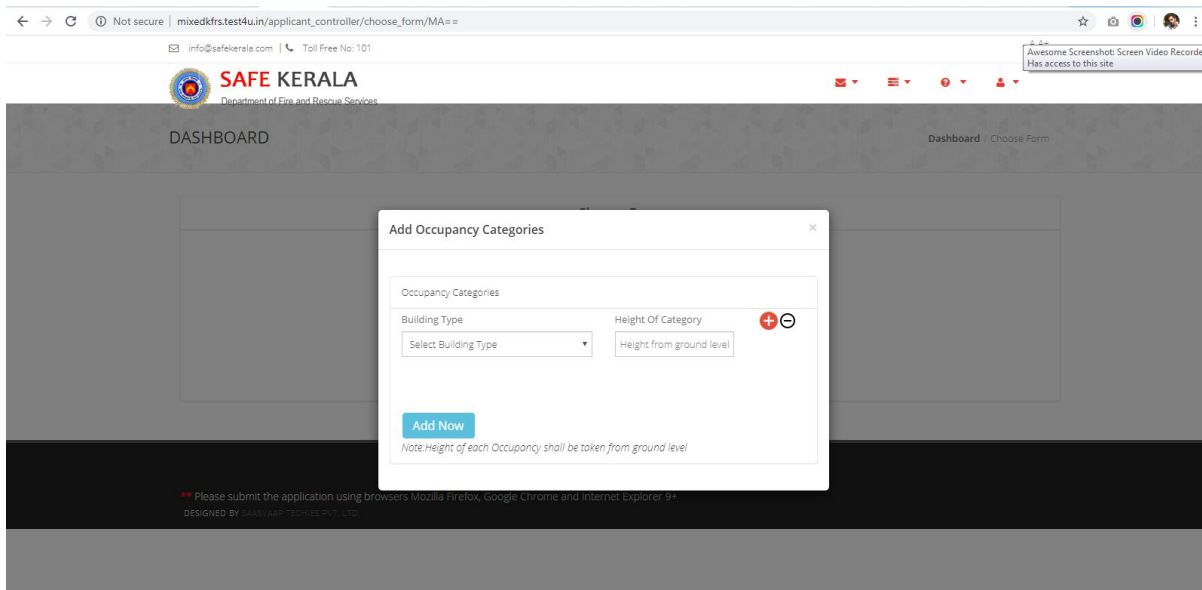
The screenshot shows the SAFE KERALA Department of Fire and Rescue Services dashboard. The main heading is "DASHBOARD" with a sub-link "Dashboard / Choose Form". The central form is titled "Choose Form" and contains a "Building Occupancy" section. A dropdown menu is open, showing the following options: "Mixed (Intermingled)", "Choose Occupancy Type", "Single", "Mixed (Intermingled)", and "Multiple(Not Intermingled)". The "Mixed (Intermingled)" option is highlighted. At the bottom of the page, there is a footer with the text: "\*\* Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+ DESIGNED BY SANSIVAAR TECHIES PVT. LTD."

2. Click “Generate ” Button



The screenshot shows the same SAFE KERALA dashboard as before, but the dropdown menu for "Building Occupancy" is now closed, and the "Mixed (Intermingled)" option is selected. A green "Generate Now" button is visible below the dropdown. The footer text remains the same: "\*\* Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+ DESIGNED BY SANSIVAAR TECHIES PVT. LTD."

3. Select “ Building “ and its height to proceed



4.Click “Add Now”

5. Click “ Add Occupancy Details”

**SAFE KERALA**  
Department of Fire and Rescue Services

### Choose Form

Building Occupancy

Mixed (Intermingled)

[Generate Now](#)

#### Mixed Occupancy (Intermingled)

\* The Most Hazardous category Considered as the higher category, and this will be identified automatically.

| Occupancy Type          | Height | Action |
|-------------------------|--------|--------|
| Residential Buildings   | 12     |        |
| Institutional Buildings | 15     |        |

[Add Occupancy Details](#)

## 6. Select Corresponding forms to Building Occupancy

**SAFE KERALA**  
Department of Fire and Rescue Services

### Choose Form

Building Occupancy

Mixed (Intermingled)

[Generate Now](#)

#### Mixed Occupancy (Intermingled)

\* The Most Hazardous category Considered as the higher category, and this will be identified automatically.

| Occupancy Type          | Height | Action |
|-------------------------|--------|--------|
| Residential Buildings   | 12     |        |
| Institutional Buildings | 15     |        |

[Add Occupancy Details](#)

**Add Occupancy Details**

Note: Select form according to height given for occupancy. If not, application would be rejected.

Building Details

Residential Buildings

A1-Lodging or rooming houses

Select Forms

Select Forms

R-6 Up to 15 mtrs in height

[Add Application](#)

\*\* Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+ versions

## 7. Click “Add Application”

## 8. Click “Submit” after selecting forms for each occupancies

← → ↻ Not secure | mixedkfrs.test4u.in/applicant\_controller/choose\_form/MA==

**SAFE KERALA**  
Department of Fire and Rescue Services

| Occupancy Type          | Height |
|-------------------------|--------|
| Residential Buildings   | 12     |
| Institutional Buildings | 15     |

[Add Occupancy Details](#)

| Building Occupancy List                                   |                         |                              |        |
|-----------------------------------------------------------|-------------------------|------------------------------|--------|
| Form                                                      | Building Type           | Sub Category                 | Remove |
| R-6 Up to 15 mtrs in height                               | Residential Buildings   | A1-Lodging or rooming houses |        |
| H-1 Less than 15 mtr in height and plot area up to 1000m2 | Institutional Buildings | C1-Hospitals And Sanatoria   |        |

Whether most restrictive provisions of fire protection arrangement for the individual occupancies is proposed for the entire building? : ☒ Yes ☐ No

Is Fire Separation provided? : ☒ Yes ☐ No

[SUBMIT](#)

## 7. Select “Yes” to enter Sanketam reference id and details

← → ↻ Not secure | mixedkfrs.test4u.in/MxdApplicant\_controller/sync\_frm/MTcz/Mg==

info@safekerala.com | Toll Free No: 101

**SAFE KERALA**  
Department of Fire and Rescue Services

**DASHBOARD** [Dashboard / Choose Form](#)

**Application Form**

Do You have Sanketham Reference ID ? ☒ Yes ☐ No

Registered Email ID :

Reference ID :

[Proceed Now](#)

## 8. Otherwise, Proceed with “ No.” and Click “ Proceed” button

← → ↻ Not secure | mixedkfrs.test4u.in/MxdApplicant\_controller/sync\_frm/MTcz/Mg==

info@safekerala.com | Toll Free No: 101

**SAFE KERALA**  
Department of Fire and Rescue Services

**DASHBOARD** [Dashboard / Choose Form](#)

**Application Form**

Do You have Sanketham Reference ID ? ☐ Yes ☒ No

[Proceed With out Reference Id](#)

## 9. Your Mixed/Multiple Occupancy Details would be generated.

The screenshot shows a web browser window with the URL `mixedkfrs.test4u.in/MxdApplicant_controller/profile_edit/MTcz`. The page title is "FIRE SAFETY CLEARANCE FOR SITE MIXED BUILDING" and the subtitle is "MIXED OCCUPANCY FORM". The main heading is "Residential Buildings and Institutional Buildings APPLICATION FORM / CHECKLIST FORM 'MXD-02'". The page is divided into two main sections: "A. General Section" and "B. Building Details". The "A. General Section" is currently active and contains two sub-sections: "1. Applicant Details" and "2. Site Details". The "1. Applicant Details" section includes fields for "1. Applicant Name\*", "2. Permanent Address\*" (with sub-fields for Address Line 1, Address Line 2, City, and Pincode), and "3. Corporation/ Municipality/ Grama Panchayat\*". The "2. Site Details" section includes fields for "1. Survey No\*", "2. District\*", "3. Taluk\*", "4. Village\*", and "5. Corporation/ Municipality/ Grama Panchayat\*". A "Go Back" button is located in the top left corner. A "Next" button is located in the bottom right corner.

## 10. Enter details and click "Next".

After selecting occupancy type and filling the general details, the application proceeds through a few tabs or sections where you need to fill in the form details.

### 4.1.2.1 Building Details Tab

#### 4.1.2.1.1 Single

1. Select Building Type
  - a. New Building
  - b. Expansion of Existing Building
2. Reset button can be used to change "Building Type".

← → ↻ 🔒 Not secure | mixedkfrs.test4u.in/Applicant\_controller/profile\_edit/MTc0

Go Back

## FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

### APPLICATION FORM / CHECKLIST FORM "R-1"

A. General Section

#### 3. Building Details

Choose the Type of the Building

New Building

Expansion of Existing Building

Reset Building Type

Details of entire building

\*Note: Proposed building details should be cumulative of existing and proposed extension.

\*NB: The items/features in this checklist must be shown/marked in the plan.

\*\*Include details of basement floors also

#### Floor-wise area details of Proposed Building

(To be filled by the Applicant)

\*\*Use add floor button for adding Mezzanine and terrace floor

| Sl No | Floor Type | Floor No | Plinth Area(in Sqm) |          |       | Floor Area(in Sqm) |          |       |
|-------|------------|----------|---------------------|----------|-------|--------------------|----------|-------|
|       |            |          | Existing            | Proposed | Total | Existing           | Proposed | Total |
| Total |            |          | 0                   | 0        | 0     | 0                  | 0        | 0     |

#### 4.1.2.1.1.1 New Building case

← → ↻ 🔒 Not secure | mixedkfrs.test4u.in/Applicant\_controller/profile\_edit/MTc0

Go Back

## FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

### APPLICATION FORM / CHECKLIST FORM "R-1"

A. General Section

1. Height (in meters) as per KMBR / KPBR :

2. Total Plinth Area (in sq m) :

3. No. of Floors :

4. Total Floor Area (in sq m) :

#### Details of entire building

Floor Types

1. No of Basement Floor :

2. No of Ground Floor :

3. No of Upper Floor :

4. No of Mezzanine Floor :

5. No of Terrace Floor :

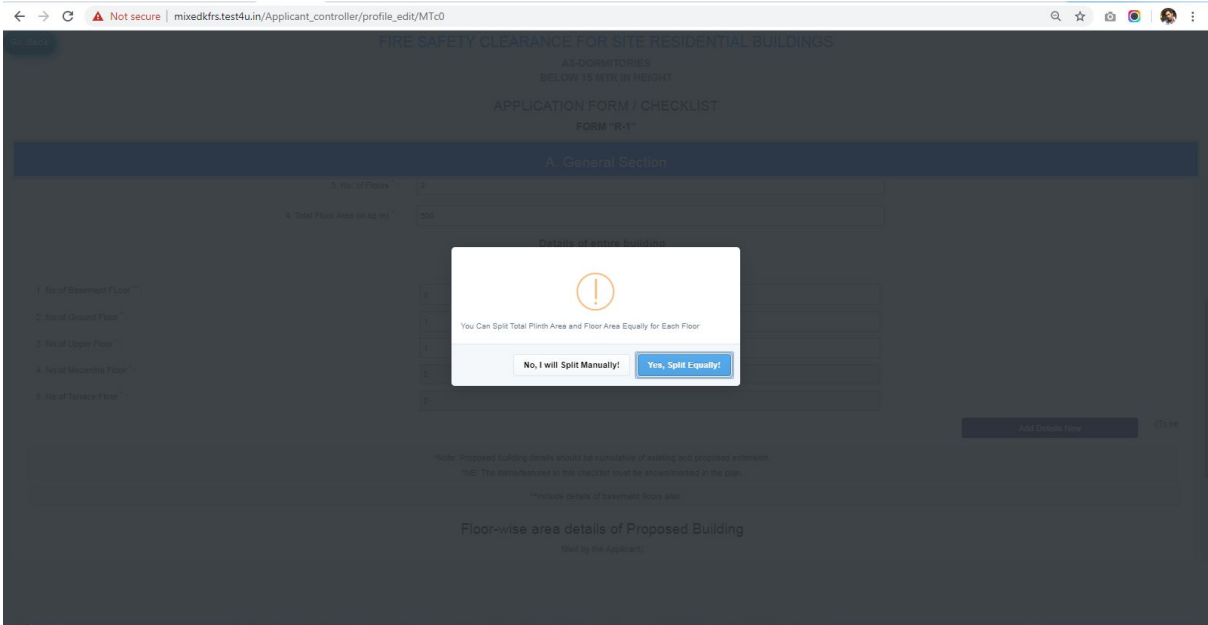
|  |
|--|
|  |
|  |
|  |
|  |
|  |

Add Details New

\*Note: Proposed building details should be cumulative of existing and proposed extension.

\*NB: The items/features in this checklist must be shown/marked in the plan.

1. Click "Add Details New".
2. Select "Manual or Automatic Split for values in floor wise splitting".



[Go Back](#)

## FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

### APPLICATION FORM / CHECKLIST

FORM "R-1"

#### A. General Section

[Applicant Details & Site Details](#) **[Building Details](#)** [Fee/Challan Amount Calculation/Payment Details](#) [Building drawings and Fire drawings](#) [Site Details\(Technical Section \)](#) [Structural Details](#) [Staircase Specifications](#)

[Equipment/Fixed Installations](#) [Affidavit / Confirmation from the Applicant](#)

### 3. Building Details

Choose the Type of the Building

[New Building](#)

[Reset Building Type](#)

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

**\*Note: Height:**Height of Each Occupancy Calculated from the ground level  
**No.of Floors:**Total Number Of Floors Including Basement

1. Height (in meters) as per KMBR /KPBR \*\* :

12

2. Total Plinth Area (in sq m) \*\* :

1000

3. No. of Floors \* :

2

4. Total Floor Area (in sq m) \* :

500

#### Details of entire building

Floor Types

1. No.of Basement Floor \*\* :

0

2. No.of Ground Floor \* :

1

3. No.of Upper Floor \* :

1

4. No.of Mezanine Floor \* :

0

5. No.of Terrace Floor \* :

0

[Add Details New](#) (To be

**\*Note:** Proposed building details should be cumulative of existing and proposed extension.  
**\*NB.** The items/features in this checklist must be shown/marked in the plan.

**\*\*Include details of basement floors also**

#### Floor-wise area details of Proposed Building

filled by the Applicant)

**\*\*Use add floor button for adding Mezzanine and terrace floor**

**\*\*Please Fill all values as decimals for better result**

| Sl No | Floor Type   | Floor No | Plinth Area(in Sqm) |          |         | Floor Area(in Sqm) |          |        | Action1 |   |
|-------|--------------|----------|---------------------|----------|---------|--------------------|----------|--------|---------|---|
|       |              |          | Existing            | Proposed | Total   | Existing           | Proposed | Total  | +       | - |
| 1     | GROUND FLOOR | 0        | 0                   | 500.00   | 500.00  | 0                  | 250.00   | 250.00 |         |   |
| 2     | UPPER FLOOR  | 1        | 0                   | 500.00   | 500.00  | 0                  | 250.00   | 250.00 |         |   |
| Total |              |          | 0                   | 1000.00  | 1000.00 | 0                  | 500.00   | 500.00 |         |   |

[Previous](#) [Next](#)

Click “Next “ to proceed to next tab.

4.1.2.1.1.2 Expansion of existing building case (Single)

Go Back

FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

APPLICATION FORM / CHECKLIST  
FORM "R-1"

A. General Section

Applicant Details & Site DetailsBuilding DetailsFee/Challan Amount Calculation/Payment DetailsBuilding drawings and Fire drawingsSite Details(Technical Section )Structural DetailsStaircase SpecificationsEquipment/Fixed InstallationsAffidavit / Confirmation from the Applicant

3. Building Details

Choose the Type of the BuildingExpansion of Existing BuildingReset Building Type

3.2 Details of the Existing and Proposed Building(To be filled in case of vertical / horizontal expansion of an existing building)

\*Note: Height:Height of Each Occupancy Calculated from the ground level  
No.of Floors:Total Number Of Floors Including Basement

Do You have NOC for Existing Building? \* :☒ Y ☐ N  
Noc Number ? \* :FRS/2001/TVM/SITE

Existing Building

Proposed Building

Total

1.Height (in meters) as per KMBR /KPBR \* :  
4610.00

2. Total Plinth Area (in sq m) \* :  
100020003000.00

3. No. of Floors \* :  
112

4. Total Floor Area (in sq m) \* :  
50010001500.00

Details of entire building

1. No of Basement Floor \*\* :  
2. No of Ground Floor \* :  
3. No of Upper Floor \* :  
4. No of Mezzanine Floor \* :  
5. No of Terrace Floor \* :

Floor Types  
0  
1  
1

Add Details

\*Note: Proposed building details should be cumulative of existing and proposed extension.  
\*NB: The items/features in this checklist must be shown/marked in the plan.

\*\*Include details of basement floors also

Floor-wise area details of Proposed Building  
(To be filled by the Applicant)

\*\*Use add floor button for adding Mezzanine and terrace floor

\*\*Please Fill all values as decimals for better result

| Sl No | Floor Type   | Floor No | Plinth Area(In Sqm) |          |         | Floor Area(In Sqm) |          |         | Action1                           |
|-------|--------------|----------|---------------------|----------|---------|--------------------|----------|---------|-----------------------------------|
|       |              |          | Existing            | Proposed | Total   | Existing           | Proposed | Total   |                                   |
| 1     | GROUND FLOOR | 0        | 500.00              | 1000.00  | 1500.00 | 250.00             | 500.00   | 750.00  | <div><div></div><div></div></div> |
| 2     | UPPER FLOOR  | 1        | 500.00              | 1000.00  | 1500.00 | 250.00             | 500.00   | 750.00  |                                   |
| Total |              |          | 1000.00             | 2000.00  | 3000.00 | 500.00             | 1000.00  | 1500.00 |                                   |

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#### 4.1.2.1.2 Mixed/ Multiple Occupancy

##### 4.1.2.1.2.1 New Building

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FIRE SAFETY CLEARANCE FOR SITE MIXED BUILDING  
MIXED OCCUPANCY FORM

Residential Buildings and Institutional Buildings  
APPLICATION FORM / CHECKLIST  
FORM "MXD-02"

A. General Section

[Applicant Details & Site Details](#)[Building Details](#)[Fee/Challan Amount Calculation/Payment Details](#)[Building drawings and Fire drawings](#)[Site Details\(Technical Section \)](#)[Structural Details](#)[Staircase Specifications](#)

[Equipment/Fixed Installations](#)[Affidavit / Confirmation from the Applicant](#)

3. Building Details  
(Choose Reset Building Type For Change Building Type)

Choose the Type of the Building

New Building

Reset Building Type

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

\*Note: Height:Height of Each Occupancy Calculated from the ground level  
No.of Floors:Total Number Of Floors Including Basement

| Building Category                                                                                               | Height (m) | Plinth Area(in Sqm) | Floor Area(in Sqm) | Action |
|-----------------------------------------------------------------------------------------------------------------|------------|---------------------|--------------------|--------|
| Residential Buildings ( A1-Lodging or rooming houses) R-6 Up to 15 mtrs in height                               | 12         | 0                   | 0                  | Edit   |
| Institutional Buildings ( C1-Hospitals And Sanatoria) H-1 Less than 15 mtr in height and plot area up to 1000m2 | 15         | 0                   | 0                  | Edit   |

Floor Types

1. No.of Basement Floor \* :

0

2. No.of Ground Floor \* :

0

3. No.of Upper Floor \* :

0

4. No.of Mezzanine Floor \* :

0

5. No.of Terrace Floor \* :

0

proceed to floor details

\*Note: Proposed building details should be cumulative of existing and proposed extension.  
\*NB: The items/features in this checklist must be shown/marked in the plan.  
\*\*Include details of basement floors also

Floor-wise area details of Proposed Building  
(To be filled by the Applicant)

\*\*Use add floor button for adding Mezzanine and terrace floor

| Sl. No | Floor Type | Floor No | Building Category | Plinth Area(in Sqm) |          |       | Floor Area(in Sqm) |          |                                   | Action |
|--------|------------|----------|-------------------|---------------------|----------|-------|--------------------|----------|-----------------------------------|--------|
|        |            |          |                   | Existing            | Proposed | Total | Existing           | Proposed | Total                             |        |
|        |            |          |                   |                     |          |       |                    |          | <div><div></div><div></div></div> |        |

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3. Click "Edit " and Enter Plinth and Floor Area corresponding to occupancy

#### 4.1.2.1.2.2 Expansion of existing building

← → ↻ ⚠ Not secure | mixedkfrs.test4u.in/MxdApplicant\_controller/profile\_edit/MTcz

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FIRE SAFETY CLEARANCE FOR SITE MIXED BUILDING

MIXED OCCUPANCY FORM

Residential Buildings and Institutional Buildings

APPLICATION FORM / CHECKLIST

FORM "MXD-02"

A. General Section

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

\*Note: Height:Height of Each Occupancy Calculated from the ground level

No.of Floors:Total Number Of Floors Including Basement

| Building Category                                                                                               | Height (m) | Plinth Area(in Sqm) | Floor Area(in Sqm) | Action |
|-----------------------------------------------------------------------------------------------------------------|------------|---------------------|--------------------|--------|
| Residential Buildings ( A1-Lodging or rooming houses) R-6 Up to 15 mtrs in height                               | 12         | 1000                | 500                | Save   |
| Institutional Buildings ( C1-Hospitals And Sanitoria) H-1 Less than 15 mtr in height and plot area up to 1000m2 | 15         | 0                   | 0                  | Edit   |

Floor Types

1. No.of Basement Floor<sup>\*\*</sup> :

0

2. No.of Ground Floor<sup>\*</sup> :

0

3. No.of Upper Floor<sup>\*</sup> :

0

3.Click “ save “ after details to save data

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## FIRE SAFETY CLEARANCE FOR SITE MIXED BUILDING

MIXED OCCUPANCY FORM

### Residential Buildings and Institutional Buildings APPLICATION FORM / CHECKLIST FORM "MXD-02"

#### A. General Section

Applicant Details & Site Details **Building Details** Fee/Challan Amount Calculation/Payment Details Building drawings and Fire drawings Site Details(Technical Section ) Structural Details Staircase Specifications  
Equipment/Fixed Installations Affidavit / Confirmation from the Applicant

#### 3. Building Details

(Choose Reset Building Type For Change Building Type)

Choose the Type of the Building

New Building

Reset Building Type

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

\*Note: Height: Height of Each Occupancy Calculated from the ground level

No. of Floors: Total Number Of Floors Including Basement

| Building Category                                                                                               | Height (m) | Plinth Area(in Sqm) | Floor Area(in Sqm) | Action |
|-----------------------------------------------------------------------------------------------------------------|------------|---------------------|--------------------|--------|
| Residential Buildings ( A1-Lodging or rooming houses) R-6 Up to 15 mtrs in height                               | 12         | 1000                | 500                | Edit   |
| Institutional Buildings ( C1-Hospitals And Sanitoria) H-1 Less than 15 mtr in height and plot area up to 1000m2 | 15         | 1000                | 500                | Edit   |

#### Floor Types

1. No. of Basement Floor \* : 0
2. No. of Ground Floor \* : 1
3. No. of Upper Floor \* : 1
4. No. of Mezzanine Floor \* : 0
5. No. of Terrace Floor \* : 0

proceed to floor details

\*Note: Proposed building details should be cumulative of existing and proposed extension.

\*NB: The items/features in this checklist must be shown/marked in the plan.

\*\*Include details of basement floors also

#### Floor-wise area details of Proposed Building

(To be filled by the Applicant)

\*\*Use add floor button for adding Mezzanine and terrace floor

| Sl. No | Floor Type | Floor No | Building Category | Plinth Area(in Sqm) |          |       | Floor Area(in Sqm) |          |       | Action |
|--------|------------|----------|-------------------|---------------------|----------|-------|--------------------|----------|-------|--------|
|        |            |          |                   | Existing            | Proposed | Total | Existing           | Proposed | Total |        |

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Click " Proceed to floor details "

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## FIRE SAFETY CLEARANCE FOR SITE MIXED BUILDING

MIXED OCCUPANCY FORM

Residential Buildings and Institutional Buildings  
APPLICATION FORM / CHECKLIST  
FORM "MXD-02"

## A. General Section

[Applicant Details & Site Details](#) **Building Details** [Fee/Challan Amount Calculation/Payment Details](#) [Building drawings and Fire drawings](#) [Site Details\(Technical Section \)](#) [Structural Details](#) [Staircase Specifications](#)  
[Equipment/Fixed Installations](#) [Affidavit / Confirmation from the Applicant](#)

## 3. Building Details

(Choose Reset Building Type For Change Building Type)

Choose the Type of the Building

New Building

Reset Building Type

3.1 Details of the Proposed Building (To be filled in case of construction of a new building)

\*Note: Height: Height of Each Occupancy Calculated from the ground level

No. of Floors: Total Number Of Floors Including Basement

| Building Category                                                                                               | Height (m) | Plinth Area(in Sqm) | Floor Area(in Sqm) | Action               |
|-----------------------------------------------------------------------------------------------------------------|------------|---------------------|--------------------|----------------------|
| Residential Buildings ( A1-Lodging or rooming houses) R-6 Up to 15 mtrs in height                               | 12         | 1000                | 500                | <a href="#">Edit</a> |
| Institutional Buildings ( C1-Hospitals And Sanatoria) H-1 Less than 15 mtr in height and plot area up to 1000m2 | 15         | 1000                | 500                | <a href="#">Edit</a> |

## Floor Types

1. No. of Basement Floor \* : 0
2. No. of Ground Floor \* : 1
3. No. of Upper Floor \* : 1
4. No. of Mezzanine Floor \* : 0
5. No. of Terrace Floor \* : 0

[proceed to floor details](#)

\*Note: Proposed building details should be cumulative of existing and proposed extension.

\*NB: The items/features in this checklist must be shown/marked in the plan.

\*\*Include details of basement floors also

## Floor-wise area details of Proposed Building

(To be filled by the Applicant)

\*\*Use add floor button for adding Mezzanine and terrace floor

| Sl. No                                                                                                           | Floor Type     | Floor No | Building Category                   | Plinth Area(In Sqm)   |          |         | Floor Area(In Sqm)  |          |         | Action                              |
|------------------------------------------------------------------------------------------------------------------|----------------|----------|-------------------------------------|-----------------------|----------|---------|---------------------|----------|---------|-------------------------------------|
|                                                                                                                  |                |          |                                     | Existing              | Proposed | Total   | Existing            | Proposed | Total   |                                     |
| 1                                                                                                                | GROUND FLOOR ▾ | 0 ▾      | Residential Buildings ( A1-Lodgin   | 0                     | 500      | 500.00  | 0                   | 250      | 250.00  | <div><div>+</div><div>-</div></div> |
|                                                                                                                  |                |          | Institutional Buildings ( C1-Hospit | 0                     | 500      | 500.00  | 0                   | 250      | 250.00  |                                     |
| 2                                                                                                                | UPPER FLOOR ▾  | 1 ▾      | Residential Buildings ( A1-Lodgin   | 0                     | 500      | 500.00  | 0                   | 250      | 250.00  |                                     |
|                                                                                                                  |                |          | Institutional Buildings ( C1-Hospit | 0                     | 500      | 500.00  | 0                   | 250      | 250.00  |                                     |
| Total                                                                                                            |                | 0        | 0                                   | 0.00                  | 2000.00  | 2000.00 | 0.00                | 1000.00  | 1000.00 |                                     |
| *Residential Buildings ( A1-Lodging or rooming houses) R-6 Up to 15 mtrs in height                               |                |          |                                     | 1000<br>(plinth area) |          |         | 500<br>(floor area) |          |         |                                     |
| *Institutional Buildings ( C1-Hospitals And Sanatoria) H-1 Less than 15 mtr in height and plot area up to 1000m2 |                |          |                                     | 1000<br>(plinth area) |          |         | 500<br>(floor area) |          |         |                                     |

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## FIRE SAFETY CLEARANCE FOR SITE MIXED BUILDING

MIXED OCCUPANCY FORM

Residential Buildings and Institutional Buildings

APPLICATION FORM / CHECKLIST

FORM "MXD-02"

## A. General Section

Applicant Details & Site Details **Building Details** Fee/Challan Amount Calculation/Payment Details Building drawings and Fire drawings Site Details(Technical Section) Structural Details Staircase Specifications

Equipment/Fixed Installations Affidavit / Confirmation from the Applicant

## 3. Building Details

(Choose Reset Building Type For Change Building Type)

Choose the Type of the Building

Expansion of Existing Building

Reset Building Type

3.2 Details of the Existing and Proposed Building (To be filled in case of vertical / horizontal expansion of an existing building)

\*Note: Height: Height of Each Occupancy Calculated from the ground level  
No. of Floors: Total Number Of Floors Including Basement

Do You have NOC for Existing Building? \* : ☒ Y ☐ N

Noc Number ? \* : FR3/65/TVM002

## Existing Building

1. Height (in meters) as per KMBR /KPBR \* :

3

2. Total Plinth Area (in sq m) \* :

1000

3. No. of Floors \* :

1

4. Total Floor Area (in sq m \* :

500

## Proposed Building

1. Height (in meters) as per KMBR /KPBR \* :

6

2. Total Plinth Area (in sq m) \* :

2000

3. No. of Floors :

2

4. Total Floor Area (in sq m \* :

600

## Total

5. Height (in meters) as per KMBR /KPBR \* :

9

6. Total Plinth Area (in sq m) \* :

3000

7. No. of Floors :

3

8. Total Floor Area (in sq m \* :

1100

Add

105 106

| Building Category                                                                                               | Height (m) | Exist Plinth Area | Exist Floor Area | Proposed Plinth Area | Proposed Floor Area | Action |
|-----------------------------------------------------------------------------------------------------------------|------------|-------------------|------------------|----------------------|---------------------|--------|
| Residential Buildings ( A1-Lodging or rooming houses) R-6 Up to 15 mtrs in height                               | 12         | 500               | 250              | 1000                 | 300                 | Edit   |
| Institutional Buildings ( C1-Hospitals And Sanatoria) H-1 Less than 15 mtr in height and plot area up to 1000m2 | 15         | 500               | 250              | 1000                 | 300                 | Edit   |

## Floor Types

1. No of Basement Floor \*\* :

0

2. No of Ground Floor \* :

1

3. No of Upper Floor \* :

2

4. No of Mezanine Floor \* :

0

6. No of Terrace Floor \* :

0

Proceed to floor details

\*Note: Proposed building details should be cumulative of existing and proposed extension.

\*NB: The items/features in this checklist must be shown/marked in the plan.

\*\*Include details of basement floors also

## Floor-wise area details of Proposed Building

(To be filled by the Applicant)

| Sl. No                                                                                                          | Floor Type   | Floor No | Building Category                  | Plinth Area(In Sqm)   |          |         | Floor Area(In Sqm)  |          |         | Actions |
|-----------------------------------------------------------------------------------------------------------------|--------------|----------|------------------------------------|-----------------------|----------|---------|---------------------|----------|---------|---------|
|                                                                                                                 |              |          |                                    | Existing              | Proposed | Total   | Existing            | Proposed | Total   |         |
| 1                                                                                                               | GROUND FLOOR | 0        | Residential Buildings ( A1-Lodgr   | 250                   | 400      | 650     | 125                 | 100      | 225     |         |
|                                                                                                                 |              |          | Institutional Buildings ( C1-Hospi | 250                   | 400      | 650     | 125                 | 100      | 225     |         |
| 2                                                                                                               | UPPER FLOOR  | 1        | Residential Buildings ( A1-Lodgr   | 125                   | 300      | 425     | 120                 | 100      | 220     |         |
|                                                                                                                 |              |          | Institutional Buildings ( C1-Hospi | 125                   | 300      | 425     | 120                 | 100      | 220     |         |
| 3                                                                                                               | UPPER FLOOR  | 2        | Residential Buildings ( A1-Lodgr   | 125                   | 300      | 425     | 5                   | 100      | 105     |         |
|                                                                                                                 |              |          | Institutional Buildings ( C1-Hospi | 125                   | 300      | 425     | 5                   | 100      | 105     |         |
| Total                                                                                                           |              | 0        | 0                                  | 1000.00               | 2000.00  | 3000.00 | 500.00              | 600.00   | 1100.00 |         |
| Residential Buildings ( A1-Lodging or rooming houses) R-6 Up to 15 mtrs in height                               |              |          |                                    | 1500<br>(plinth area) |          |         | 550<br>(floor area) |          |         |         |
| Institutional Buildings ( C1-Hospitals And Sanatoria) H-1 Less than 15 mtr in height and plot area up to 1000m2 |              |          |                                    | 1500<br>(plinth area) |          |         | 550<br>(floor area) |          |         |         |

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Enter Floor wise details and click “Next “ button

#### 4.1.2.2 Fee Challan Tab (common for all applications)

Amount payable for application would be calculated and listed in fee challan tab

The screenshot shows a web browser window with the URL `mixedkfrs.test4u.in/Applicant_controller/profile_edit/MTQ1`. The page title is "FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS". Below the title, it specifies "A3-DORMITORIES" and "BELOW 15 MTR IN HEIGHT". The form is titled "APPLICATION FORM / CHECKLIST" and "FORM 'R-1'". The section "A. General Section" is highlighted in blue. A note states: "Note: 50% of total Fee subject to a minimum fee, to be remitted for each application. Before remitting the Fee in Treasury, the counter signature of the concerned Station Officer in the Chalan is mandatory." The section "4. Fee/Challan Amount Calculation" is displayed, with a sub-note: "(Total Chalan Amount to be calculated based on given rate.)". The calculation table is as follows:

|                                                |          |
|------------------------------------------------|----------|
| Rate/sqm for buildings :                       | 11.03    |
| Actual Fee:                                    | 22060.00 |
| Amount to be remitted (50%) of actual amount : | 11030.00 |
| Minimum Fee :                                  | 16540    |
| Total Payable :                                | 16540    |

At the bottom of the form, there are "Previous" and "Next" buttons.

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FIRE SAFETY CLEARANCE FOR SITE MIXED BUILDING  
MIXED OCCUPANCY FORM

Residential Buildings and Institutional Buildings  
APPLICATION FORM / CHECKLIST  
FORM "MXD-02"

A. General Section

Applicant Details & Site Details
Building Details
**Fee/Challan Amount Calculation/Payment Details**
Building drawings and Fire drawings
Site Details(Technical Section )
Structural Details
Staircase Specifications
Equipment/Fixed Installations
Affidavit / Confirmation from the Applicant

**\* Note:** 50% of total Fee subject to a minimum fee, to be remitted for each application.

**\* Before remitting the Fee in Treasury, the counter signature of the concerned Station Officer in the Challan is mandatory.**

### 4. Fee/Challan Amount Calculation

(Total Challan Amount to be calculated based on given rate.)

|                                                                                                                 |          |
|-----------------------------------------------------------------------------------------------------------------|----------|
| Residential Buildings ( A1-Lodging or rooming houses) R-6 Up to 15 mtrs in height                               |          |
| Rate/sqm for buildings :                                                                                        | 11.03    |
| Actual Fee :                                                                                                    | 11030    |
| Amount to be remitted (50%)of actual amount:                                                                    | 5515.00  |
| Minimum Fee :                                                                                                   | 16540    |
| Total Payable :                                                                                                 | 16540    |
| Institutional Buildings ( C1-Hospitals And Sanatoria) H-1 Less than 15 mtr in height and plot area up to 1000m2 |          |
| Rate/sqm for buildings :                                                                                        | 16.54    |
| Actual Fee :                                                                                                    | 16540    |
| Amount to be remitted (50%)of actual amount:                                                                    | 8270.00  |
| Minimum Fee :                                                                                                   | 22050    |
| Total Payable :                                                                                                 | 22050    |
| Grand Total Payable :                                                                                           | 22050.00 |

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## Building Drawing

Upload your building drawings below 5mb.

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FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS  
A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT  
APPLICATION FORM / CHECKLIST  
FORM "R-1"

A. General Section

Building drawings and Fire drawings

Building drawing
Choose File
No file chosen

(\* Note: Maximum file Size should be below 5MB and Only .pdf Allowed )

NOC Covering Letter from Localbody (KMBR 39/ KPBR 44)
Choose File
No file chosen

(\* Note: Maximum file Size should be below 5MB and Only .pdf Allowed)

Fire Plan
Choose File
No file chosen

(\* Note: Maximum file Size should be below 5MB and Only .pdf Allowed)

Previous
Next

Proceed to "Next"

#### 4.1.2.3 Site Details Tab

Enter details and click “Next”

The screenshot shows the 'Site Details' tab of the application form. The form is titled 'FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS' and is for 'A3-DORMITORIES BELOW 15 MTR IN HEIGHT'. The form is an 'APPLICATION FORM / CHECKLIST' and is 'FORM "R-1"'. The 'B. Technical Section' is highlighted in blue. The 'Site Details(Technical Section)' tab is selected. The form contains the following sections:

- 1.Site Details**
  - Note:** Angular clearance from electrical lines should not be less than the vertical clearance of respective category.
  - 1.1 Clearance from Electric Lines ( KMBR23/ KPBR26)**
    - 1. Low & Medium Voltage Electric Line**
      - Is there any nearby L/M voltage line within 25 mtrs from the building ? \* : ☐ Y ☐ N
    - 2. High Voltage Electric Line**
      - Is there any nearby H voltage line within 50 mtrs from the building? : ☐ Y ☐ N
  - 1.2Access (KMBR 33 / KPBR37)**
    - 1. Minimum width of access (in mtr) \* :**

#### 4.1.2.4 Structural Details Tab

1.Enter details and click “Next”

The screenshot shows the 'Structural Details' tab of the application form. The form is titled 'FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS' and is for 'A3-DORMITORIES BELOW 15 MTR IN HEIGHT'. The form is an 'APPLICATION FORM / CHECKLIST' and is 'FORM "R-1"'. The 'B. Technical Section' is highlighted in blue. The 'Structural Details' tab is selected. The form contains the following sections:

- 2.Structural Details**
  - 2.1 Staircase**
    - Note**
      - 1. When the building is having more than one main staircase and one of them is provided as an external stairway conforming to the provision of fire escape staircase, a separate fire escape stair need not be provided. (KMBR 39/KPBR 44)
      - 2. When any staircase is of completely enclosed type, it should be pressurized.
      - 3.Fire Escape Staircase shall always be kept in sound operable conditions.
      - 4. The routes of fire escape staircases shall be kept free from obstructions at all times.
      - 5. The use of spiral staircase as fire escape stair shall be limited to low Occupant load and buildings up to 9 mtrs in height unless they are connected to platforms such as balconies and terraces. If connected, it can be up to 10 mtrs.
      - 6. At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass. (KMBR 114/ KPBR 109)
      - 7. In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)
      - 8. All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.
      - 9. Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.
      - 10. Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

#### 4.1.2.5 Staircase Specifications Tab

1.Enter staircase details and click “Next”

← → C Not secure | mixedkfrs.test4u.in/Applicant\_controller/profile\_edit/MTQ1

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## FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

### APPLICATION FORM / CHECKLIST

FORM "R-1"

#### B. Technical Section

Applicant Details & Site Details
Building Details
Fee/Challan Amount Calculation/Payment Details
Building drawings and Fire drawings
Site Details(Technical Section )
Structural Details
Staircase Specifications

Equipment/Fixed Installations
Affidavit / Confirmation from the Applicant

### 2. Structural Details

#### 2.1 Staircase

Note

- 1: When the building is having more than one main staircase and one of them is provided as an external stairway conforming to the provision of fire escape staircase, a separate fire escape stair need not be provided. (KIMBR 39/KPBR 44)
- 2: When any staircase is of completely enclosed type, it should be pressurized.
- 3: Fire Escape Staircase shall always be kept in sound operable conditions.
- 4: The routes of fire escape staircases shall be kept free from obstructions at all times.
- 5: The use of spiral staircase as fire escape stair shall be limited to low Occupant load and buildings up to 9 mtrs in height unless they are connected to platforms such as balconies and terraces. If connected, it can be up to 10 mtrs.
- 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass. (KIMBR 114/ KPBR 109)
- 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)
- 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.
- 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.
- 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

#### 4.1.2.6 Equipments/Fixed Installations Tab

##### 1. Enter details and click "Next"

← → C Not secure | mixedkfrs.test4u.in/Applicant\_controller/profile\_edit/MTQ1

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## FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

### APPLICATION FORM / CHECKLIST

FORM "R-1"

#### B. Technical Section

Applicant Details & Site Details
Building Details
Fee/Challan Amount Calculation/Payment Details
Building drawings and Fire drawings
Site Details(Technical Section )
Structural Details
Staircase Specifications

Equipment/Fixed Installations
Affidavit / Confirmation from the Applicant

### 2. Structural Details

#### 2.1 Staircase

Note

- 1: When the building is having more than one main staircase and one of them is provided as an external stairway conforming to the provision of fire escape staircase, a separate fire escape stair need not be provided. (KIMBR 39/KPBR 44)
- 2: When any staircase is of completely enclosed type, it should be pressurized.
- 3: Fire Escape Staircase shall always be kept in sound operable conditions.
- 4: The routes of fire escape staircases shall be kept free from obstructions at all times.
- 5: The use of spiral staircase as fire escape stair shall be limited to low Occupant load and buildings up to 9 mtrs in height unless they are connected to platforms such as balconies and terraces. If connected, it can be up to 10 mtrs.
- 6: At least one side of the fire escape stairway shall be an external wall either with large openings or with break-open glass. (KIMBR 114/ KPBR 109)
- 7: In the event a door has been provided to access the staircase, that should be Fire Resistant (for 1hr) and open out. (It should not kept in locking conditions)
- 8: All the occupants of each floor of the building should have access to minimum 2 staircases of which 1 should be the Fire escape staircase.
- 9: Staircases should be properly ventilated. If natural ventilation is not possible, mechanically ventilation should be provided.
- 10: Ideally the Internal Staircase should not have any obstruction so as to give a clear passage to escape.

#### 4.1.2.7 Affidavit

##### 1. Upload your affidavits and confirmation and Click "Next"

← → ↻ ⚠ Not secure | mixedkfrs.test4u.in/Applicant\_controller/profile\_edit/MTQ1 ☆ 📄 👤 ⋮

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## FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

### APPLICATION FORM / CHECKLIST

FORM "R-1"

B. Technical Section

#### 4. Affidavit / Confirmation from the Applicant

(\* Note: Maximum file Size should be below 5MB and Only .pdf Allowed, Applicable for all uploads.)

|                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                            |                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|-----------------------------|
| 1. Whether an affidavit / Confirmation from the Applicant and the Architect stating that the materials proposed to be used or installed as per required fire resistant rating in NBC of India -2016, Part-IV is attached with this application? (Y/N) *                                                                                                                                                            | <input checked="" type="radio"/> Y <input type="radio"/> N | Choose File sitecr (45).pdf |
| 2. Whether an affidavit / Confirmation from the Applicant and the Electrical Consultant produced along with plan stating that all the proposed Electrical Installations and power supply for the proposed building is as per NBC of India -2016 Part IV and necessary emergency power distribution system for fire and life safety systems also proposed in the building as per NBC 2016 Part IV 3.4.6.2 ? (Y/N) * | <input checked="" type="radio"/> Y <input type="radio"/> N | Choose File sitecr (38).pdf |
| 3. Whether an affidavit / Confirmation is produced by the applicant and HVAC Consultant be stating that all the proposed Air Conditioning, Smoke Management, Ventilation and Staircase Pressurisation Systems for the building is as per NBC of India -2016, Part-IV? (Y/N) *                                                                                                                                      | <input checked="" type="radio"/> Y <input type="radio"/> N | Choose File sitecr(1).pdf   |
| 4. Whether an affidavit / Confirmation is produced by the Applicant and Licensed contractor stating that all the proposed lightning protection installations for building is as per NBC of India -2016, Part-IV? (Y/N) *                                                                                                                                                                                           | <input checked="" type="radio"/> Y <input type="radio"/> N | Choose File sitecr (38).pdf |
| 5. Whether an undertaking from LPG piping installation agency and client stating that proposed gas bank , supply lines and other fitting associated with it is as per NBC of India -2016, Part-IV is attached with this application? (Y/N) *                                                                                                                                                                       | <input checked="" type="radio"/> Y <input type="radio"/> N | Choose File sitecr (40).pdf |

[< Previous](#)
[Next >](#)

#### 4.1.2.8 Payment Tab

- Enter Payment details as

##### 4.1.2.8.1 Offline

← → ↻ ⚠ Not secure | mixedkfrs.test4u.in/Applicant\_controller/profile\_edit/MTQ1 🔍 ☆ 📄 👤 ⋮

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## FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

### APPLICATION FORM / CHECKLIST

FORM "R-1"

B. Technical Section

Note: \* Any additional amount paid will be deducted during 'certificate of approval for site' fee payment

|                                |                                                                       |                                                                                                                     |
|--------------------------------|-----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Payment Mode *                 | <input checked="" type="radio"/> Offline <input type="radio"/> Online |                                                                                                                     |
| Payment Through *              |                                                                       | E_Treasury                                                                                                          |
| Head Of Account *              |                                                                       | Fire Safety Clearance for Site                                                                                      |
| Account Number *               |                                                                       | 0070-60-109-99                                                                                                      |
| Challen Receipt Number *       |                                                                       | 001-2332-221                                                                                                        |
| Challen Receipt *              |                                                                       | Choose File sitecr (24).pdf<br><small>(* Note: Maximum file Size should be below 5MB and Only .pdf Allowed)</small> |
| Date of payment (DD-MM-YYYY) * |                                                                       | 05-03-2020                                                                                                          |
| Name of Treasury *             |                                                                       | treasury kollam                                                                                                     |
| Payable Amount(in Rs) *        |                                                                       | 16540 RS                                                                                                            |
| Paid Amount(in Rs) *           |                                                                       | 16540                                                                                                               |

[Add Payment Details](#)

- Click " Add Payment Details "
- Click " Submit" at the bottom for application submission .

← → ↻ ⚠ Not secure | mixedkfrs.test4u.in/Applicant\_controller/profile\_edit/MTQ1 ☆ 📷 🌐 👤 ⋮

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## FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

### APPLICATION FORM / CHECKLIST

FORM "R-1"

B. Technical Section

Date of payment (DD-MM-YYYY)\*:

Name of Treasury\*:

Payable Amount(in Rs)\*:

Paid Amount(in Rs)\*:

[Add Payment Details](#)

| Sl No | Payment Mode     | Date of Payment | Account Head                   | Challan Receipt Number | Name Of Treasury | Amount Paid  | Receipt        | Action                 | Status          |
|-------|------------------|-----------------|--------------------------------|------------------------|------------------|--------------|----------------|------------------------|-----------------|
| 1     | offline(challan) | 05-03-2020      | Fire Safety Clearance for Site | 001-2332-221           | treasury kollam  | 16,540.00    |                | <a href="#">Delete</a> | Payment Success |
|       |                  |                 |                                |                        |                  | Total Paid : | 16,540.00 Rs/- |                        |                 |

[← Previous](#)

[Submit Application](#)

#### 4.1.2.8.2 Online

Select "Online" option from payments tab

Click "Proceed to Payment Gateway"

← → ↻ ⚠ Not secure | mixedkfrs.test4u.in/Applicant\_controller/profile\_edit/MTQ1 ☆ 📷 🌐 👤 ⋮

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## FIRE SAFETY CLEARANCE FOR SITE RESIDENTIAL BUILDINGS

A3-DORMITORIES  
BELOW 15 MTR IN HEIGHT

### APPLICATION FORM / CHECKLIST

FORM "R-1"

B. Technical Section

#### Payment Details

(Details of payment made at Treasury)

Note: \* Any additional amount paid will be deducted during 'certificate of approval for site' fee payment

Payment Mode\*: ☐ Offline ☒ Online

Payable Amount\*:

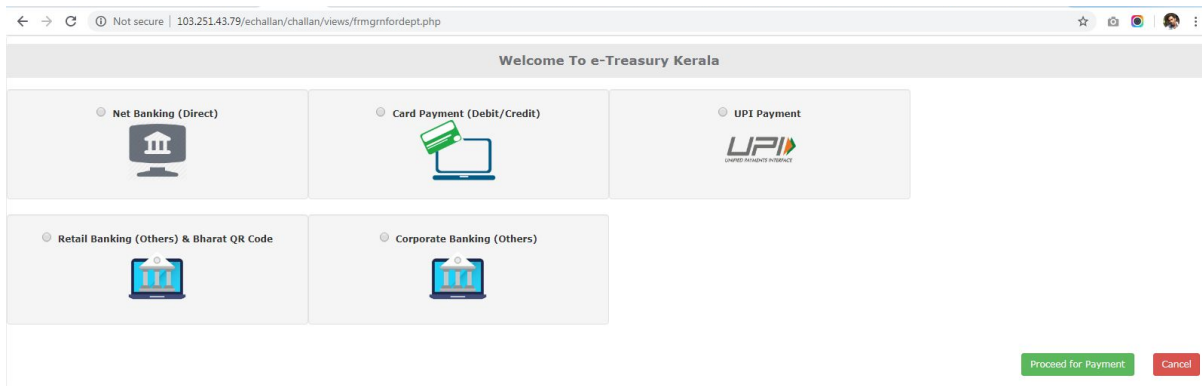
[Proceed To Payment Gateway](#)

| Sl No | Payment Mode | Date of Payment | Account Head | Challan Receipt Number | Name Of Treasury | Amount Paid | Receipt | Action | Status |
|-------|--------------|-----------------|--------------|------------------------|------------------|-------------|---------|--------|--------|
|       |              |                 |              |                        |                  |             |         |        |        |

[← Previous](#)

[Submit Application](#)

It redirects to e-treasury for online payment



Welcome To e-Treasury Kerala

☐ Net Banking (Direct)
 ☐ Card Payment (Debit/Credit)
 ☐ UPI Payment

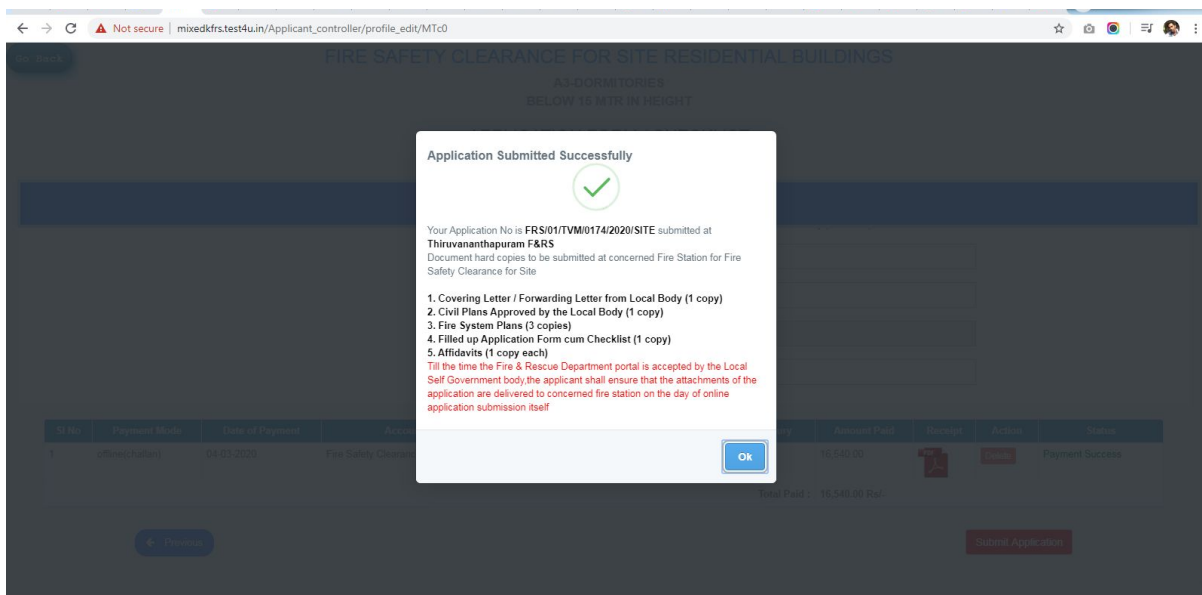
☐ Retail Banking (Others) & Bharat QR Code
 ☐ Corporate Banking (Others)

[Proceed for Payment](#)
[Cancel](#)

Click “ Proceed to Payment “ for further processing

#### 4.1.2.9 Form Submission

1. Clicking on “ Submit” button generates application no. and “Application submitted” message shown



**Application Submitted Successfully**

Your Application No is **FRS/01/TVM/0174/2020/SITE** submitted at **Thiruvananthapuram F&RS**  
 Document hard copies to be submitted at concerned Fire Station for Fire Safety Clearance for Site

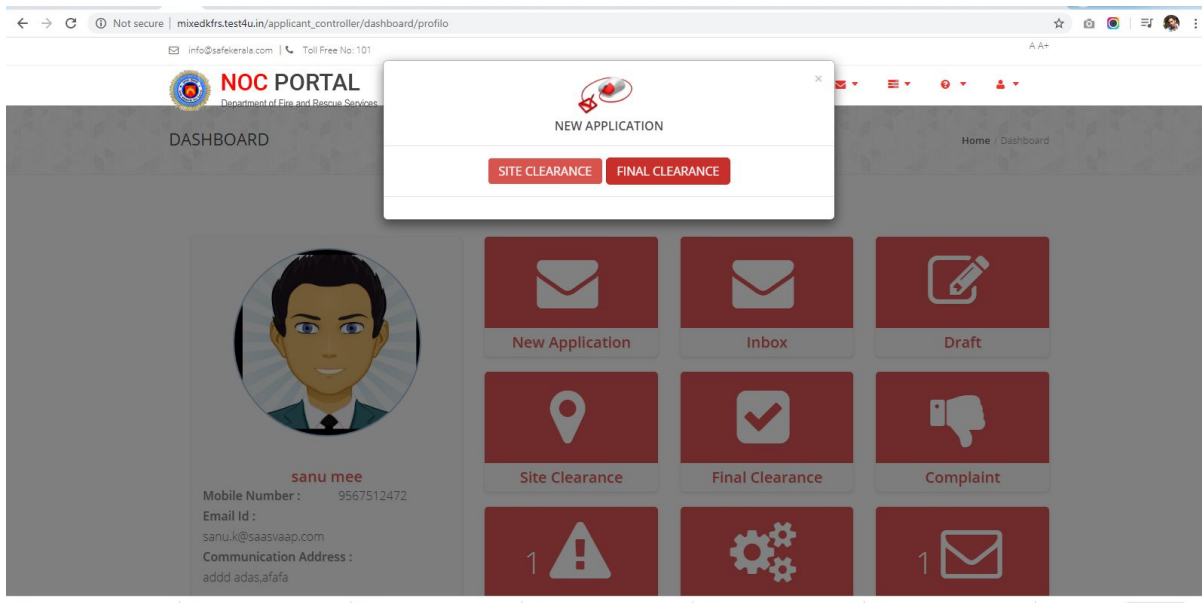
1. Covering Letter / Forwarding Letter from Local Body (1 copy)
2. Civil Plans Approved by the Local Body (1 copy)
3. Fire System Plans (3 copies)
4. Filled up Application Form cum Checklist (1 copy)
5. Affidavits (1 copy each)

**Till the time the Fire & Rescue Department portal is accepted by the Local Self Government body, the applicant shall ensure that the attachments of the application are delivered to concerned fire station on the day of online application submission itself**

[OK](#)

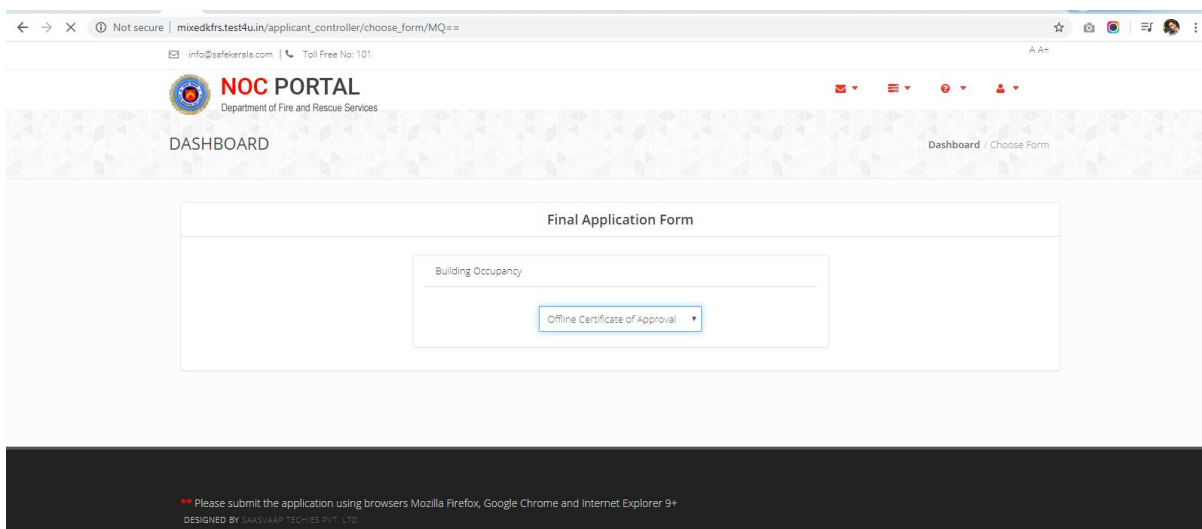
## 4.2 Certificate of Approval (Final Clearance)

Applications for Final clearance can be applied from New Applications



Select “Offline” or “Online” Application

Select application number if its Site Noc was issued through online web portal



Waiting for mixedkfrs.test4u.in...

Not secure | mixedkfrs.test4u.in/applicant\_controller/choose\_manual\_or\_sys/MQ==

info@safekerala.com | Toll Free No: 101

**NOC PORTAL**  
Department of Fire and Rescue Services

DASHBOARD

Dashboard / Choose Form

### Final Application Form

Building Occupancy

Online Certificate of Approval ▼

Choose Application Number ▼

**\*\* Please submit the application using browsers Mozilla Firefox, Google Chrome and Internet Explorer 9+**  
DESIGNED BY: SAADTAAP TECHIES PVT. LTD.

A Site Noc issued application can be applied for Final clearance through Site Clearance also

info@safekerala.com | Toll Free No: 101

**NOC PORTAL**  
Department of Fire and Rescue Services

DASHBOARD

Dashboard / Site Clearance

### Site Clearance

For New Registration: [Apply](#)

10 ▼ records per page

Search:

| SL | Date       | Application Number         | Category           | Subcategory                                                                              | Status                            | Details |
|----|------------|----------------------------|--------------------|------------------------------------------------------------------------------------------|-----------------------------------|---------|
| 1  | 04/03/2020 | FRS/03/PTA/0019/2020/SITE  | Business Buildings | E3-Electronic data processing centers, Computer Installations, IT parks and Call centers | Site Clearance Certificate Issued |         |
| 2  | 04/03/2020 | FRS/01/VJMD/0016/2020/SITE | Mixed Occupancy    | Mixed Occupancy                                                                          | Site Clearance Certificate Issued |         |
| 3  | 04/03/2020 | FRS/01/VJMD/0013/2020/SITE | Mixed Occupancy    | Mixed Occupancy                                                                          | Application Submitted             |         |
| 4  | 04/03/2020 | FRS/01/TVM/0011/2020/SITE  | Mixed Occupancy    | Mixed Occupancy                                                                          | Site Clearance Certificate        |         |

Use icon on right side of application to apply for Final Clearance

## 4.3 Revised NOC

Site application to be revised can be applied from Site Application

Use icon on right side of application

## 4.4 Inbox

Inbox shows status of applications submitted

The screenshot shows the 'INBOX' section of the NOC PORTAL. The header includes the portal logo, name, and contact information. The main content area displays a list of application statuses, each in a separate box. The statuses include verification, site inspection, preliminary screening, and defect reporting, all dated 05-03-2020.

**DASHBOARD** Dashboard / Inbox

- Verification Scheduled for Application no FRS/01/TVM/0166/2020/FINAL on 05-03-2020 18:00:38 By Suvi M S
- Site Inspection Scheduled for Application no FRS/01/TVM/0166/2020/FINAL on 05-03-2020 17:49:28 By Suvi M S
- Preliminary Screening completed for the Application No FRS/01/TVM/0166/2020/FINAL By Suresh kumar ON 05-03-2020 17:42:58
- Defect reported on Application No FRS/01/TVM/0137/2020/SITE By Suvi M S ON 05-03-2020 15:07:42
- Defect reported on Application No FRS/01/TVM/0154/2020/SITE By Suresh kumar ON 05-03-2020 14:45:51
- Defect reported on Application No FRS/01/TVM/0154/2020/SITE By Suresh kumar ON 05-03-2020 14:39:40
- Site Inspection Scheduled for Application no FRS/01/TVM/0154/2020/SITE on 05-03-2020 14:39:01 By Suresh kumar
- Preliminary Screening completed for the Application No FRS/01/TVM/0154/2020/SITE By Suresh kumar ON 05-03-2020 14:38:16

## 4.5 Drafts

Drafts shows application saved for submission

The screenshot shows the 'DRAFT' section of the NOC PORTAL. It features a table with columns for SI No, Date, Application Type, Category, Subcategory, Status, and Details. The table lists six draft applications, all dated 05-03-2020, with statuses like 'Waiting for Site Clearance Application Submission' and 'Waiting for Final Clearance Application Submission'. A search bar and a 'For New Registration: Apply' button are also visible.

**DASHBOARD** Dashboard / Draft

**Draft**

For New Registration: [Apply](#)

10 records per page Search:

| SI No | Date       | Application Type | Category              | Subcategory                  | Status                                             | Details |
|-------|------------|------------------|-----------------------|------------------------------|----------------------------------------------------|---------|
| 1     | 05-03-2020 | Site Clearance   | Residential Buildings | A3-Dormitories               | Waiting for Site Clearance Application Submission  |         |
| 2     | 05-03-2020 | Site Clearance   | Mixed Building        | Mixed                        | Waiting for Site Clearance Application Submission  |         |
| 3     | 05-03-2020 | Final Clearance  | Residential Buildings | A1-Lodging or rooming houses | Waiting for Final Clearance Application Submission |         |
| 4     | 05-03-2020 | Final Clearance  | Mixed Building        | Mixed                        | Waiting for Final Clearance Application Submission |         |
| 5     | 05-03-2020 | Site Clearance   | Residential Buildings | A3-Dormitories               | Waiting for Site Clearance Application Submission  |         |
| 6     | 05-03-2020 | Site Clearance   | Residential Buildings | A3-Dormitories               | Waiting for Site Clearance Application Submission  |         |

## 4.6 Site Clearance

Submitted Site Clearance application are listed by date



← → ↻ ⓘ Not secure mixedkfrs.test4u.in/applicant\_controller/dashboard/complaint info@safekerala.com Toll Free No: 101 A A+

 **NOC PORTAL**  
Department of Fire and Rescue Services

DASHBOARD Dashboard / Complaint Registration

### Complaint Registration

Complaint Title \*:

Select Your Complaint Type\*:

Email \*:

Comment\*:

**SUBMIT**

## 4.9 Defects

Defected applications are listed. Applications can be edited and re - submitted from list

← → ↻ ⓘ Not secure mixedkfrs.test4u.in/applicant\_controller/dashboard/defects info@safekerala.com Toll Free No: 101

 **NOC PORTAL**  
Department of Fire and Rescue Services

DASHBOARD Dashboard / Application Defects

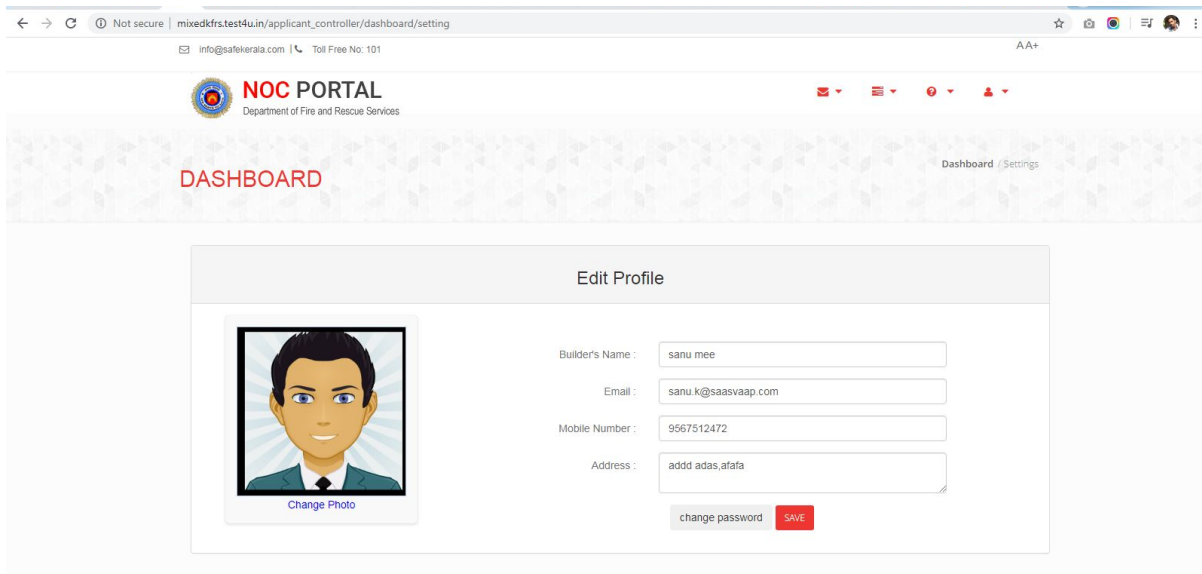
### Reported Defects

10 records per page Search:

| SL | Reported Date       | Application Number        | Category                | Subcategory                           | Status          | Details                                                                                                                                                                                      |
|----|---------------------|---------------------------|-------------------------|---------------------------------------|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | 05-03-2020 15:07:42 | FRS/01/TVM/0137/2020/SITE | Mixed Occupancy         | Mixed Occupancy                       | Defect Reported | Defect Resolved & Submitted                                                                                                                                                                  |
| 2  | 05-03-2020 14:45:51 | FRS/01/TVM/0154/2020/SITE | Residential Buildings   | A1-Lodging or rooming houses          | Defect Reported | Defect Resolved & Submitted                                                                                                                                                                  |
| 3  | 05-03-2020 14:39:40 | FRS/01/TVM/0154/2020/SITE | Residential Buildings   | A1-Lodging or rooming houses          | Defect Reported | Defect Resolved & Submitted                                                                                                                                                                  |
| 4  | 05-03-2020 12:46:57 | FRS/01/TVM/0144/2020/SITE | Institutional Buildings | C1-Hospitals And Sanitoria            | Defect Reported |   Edit Check Defect |
| 5  | 05-03-2020 12:02:40 | FRS/01/TVM/0137/2020/SITE | Mixed Occupancy         | Mixed Occupancy                       | Defect Reported | Defect Resolved & Submitted                                                                                                                                                                  |
| 6  | 05-03-2020 11:49:55 | FRS/01/TVM/0137/2020/SITE | Mixed Occupancy         | Mixed Occupancy                       | Defect Reported | Defect Resolved & Submitted                                                                                                                                                                  |
| 7  | 03-03-2020 18:10:59 | FRS/01/TVM/0125/2020/SITE | Educational Buildings   | B2- All others / training institution | Defect Reported | Defect Resolved & Submitted                                                                                                                                                                  |

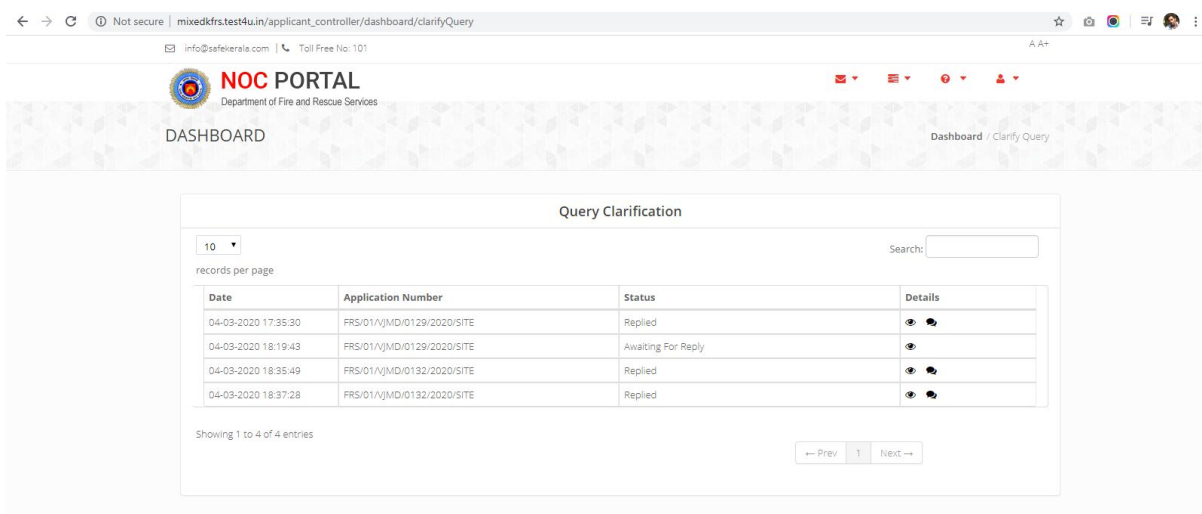
## 4.10 Settings

Settings allows to edit your profile details



## 4.11 Query Clarification

Queries send will be seen and can be replied from Query Box



-----END-----