

# CAP Sign-off, Design Approval and CAP Closure Requirements

## CAP & Design Sign-off Requirement- Fire Safety Issues

Rating	Fire Safety Issues	
	CAP Sign-off needed from IF	Design Sign-off needed from IF
Black	CAP Sign off and Design Sign off will not be needed in Black category as IF was unable to complete full survey and/ or make reasonable conclusions due to lack of access, lack of cooperation etc.	
Red	Factories falling under “Red, Red/Amber, Amber” coding are required to go through the CAP Signoff, Design Approval and CAP Closure process.	<ul style="list-style-type: none"><li>Product details, manufacturer certifications, design review and specifications for Fire rated doors, fire-fighting systems such as smoke detectors, sprinklers, hydrants etc.</li><li>Factory does not have the floor plans highlighting the firefighting systems such as smoke detectors, sprinklers, hydrants etc..</li><li>As built drawings are not updated as per the actual installations.</li><li>Drawings/ Plans/ Layouts are missing approval and stamp from local authority or are not signed and approved by the Government Engineer</li><li>Plans related to fire rated compartmentation/ separation of various areas within factory</li></ul>
Red/Amber		
Amber		
Yellow	For factories falling under Yellow/Green category, requirement of CAP Signoff, Design Approval and CAP Closure process will be case specific as per below: <ul style="list-style-type: none"><li>Insufficient width of exit doors, floor exits, staircase etc.</li><li>Inadequate travel distance to nearest exit</li><li>Inadequate means of escape from mezzanine floor</li><li>Insufficient height of exit doors</li><li>Inadequate and/or improper Smoke detectors, Sprinklers, Fire Extinguishers, Hydrants, Fire Alarms etc.</li><li>Inadequate occupant load on floors to ensure capacity of means of egress matches the occupancy number</li><li>Inadequate backup observed for emergency lights</li><li>Non- Illuminated or inadequate exit signages used</li><li>Inadequate fire rated enclosure for Boiler room, Generator room, Transformer</li></ul>	
Green		

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	<p>room, Chemical room, storage areas etc.</p> <ul style="list-style-type: none"> <li>• Lack of fire rated enclosure for staircase connecting more than 02 floors</li> <li>• Inadequate fire rated enclosure for vertical shafts passing through floors, lift shafts , vertical openings through compartment floors etc.</li> <li>• Non-compliant wall finishes, steel structures and/or ceiling finishes without fire rated protection</li> <li>• Inadequate fire hydrant system hose reel system etc.</li> <li>• Any other issue that needs design or drawings for carrying out remediation or any material for which the Product details, manufacturer certifications, design review and specifications needs to be cross verified will also fall under this category</li> </ul>	
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### CAP & Design Signoff Requirement- Electrical Safety Issues

Rating	Electrical Safety Issues	
	CAP Sign-off needed from IF	Design Sign-off needed from IF
Black	CAP Sign off and Design Sign off will not be needed in Black category as IF was unable to complete full survey and/ or make reasonable conclusions due to lack of access, lack of cooperation etc.	
Red	Factories falling under “ <b>Red, Red/Amber, Amber</b> ” coding are required to go through the CAP Signoff, Design Approval and CAP Closure process.	<ul style="list-style-type: none"><li>• Power supply schematics highlighting the Information related to electrical load distribution</li><li>• Single dine diagrams, As-Built drawings and plans for new/old electrical systems and installations, HV &amp; LV Distribution systems, power supply, Lifts,</li></ul>
Red Amber		
Amber		
Yellow		
Green	For factories falling under <b>Yellow/Green</b> category, requirement of CAP Signoff, Design Approval and CAP Closure process will be case specific as per below:	

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	<ul style="list-style-type: none"> <li>Single line drawings and diagrams are not available or are not updated</li> <li>Inadequate automatic voltage stabilizer observed for transformer</li> <li>Soak pit not available for transformer</li> <li>Lightning Protection system is not available or inadequate</li> <li>Earthing schematics/ Distribution board schematics/ lighting layout/ Distribution drawings etc. not available etc.</li> <li>Any other issue that needs design or drawings for carrying out remediation or any material for which the Product details, manufacturer certifications, design review and specifications needs to be cross verified will also fall under this category</li> </ul>	<p>Earthing layouts, Lighting protection systems etc.</p> <ul style="list-style-type: none"> <li>Earthing schematics, Distribution Board schematics, lighting protection systems layout, Distribution drawings etc.</li> <li>Drawings/ Plans/ Layouts are missing approval and stamp from local authority or are not signed and approved by the Government Engineer</li> <li>Product details, manufacturer certifications, design review and specifications of new electrical components to be installed such as Boilers, Transformers, Fire Fighting systems (such as emergency lights, smoke detectors etc.), Generators, Electrical Panels, Wires and Cables etc.</li> <li>Safety clearances around the electrical components for easier operation and maintenance</li> </ul>
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### CAP & Design Signoff Requirement- Structural Safety Issues

Rating	Structural Safety Issues	
	CAP Sign-off needed from IF	Design Sign-off needed from IF
Black	CAP Sign off and Design Sign off will not be needed in Black category as IF was unable to complete full survey and/ or make reasonable conclusions due to lack of access, lack of cooperation etc.	
Red	Factories falling under “Red, Red/ Amber, Amber” coding are required to go through the CAP Signoff, Design Approval and CAP Closure process.	<ul style="list-style-type: none"><li>As-built drawings, building plans and site layouts</li><li>Structural drawings for foundations, columns, beams, elevations etc.</li><li>Any design reports, material test reports (such as concrete quality, Rebars schedule etc.)</li><li>Design and Load plans for suspended floors highlighting the actual loads vs. maximum loads</li></ul>
Red/ Amber		
Amber		
Yellow		
Green	For factories falling under Yellow/ Green category, requirement of CAP Signoff, Design Approval and CAP Closure process will be case specific as per below: <ul style="list-style-type: none"><li>Differential settlements that are observed to be ongoing</li></ul>	

## CAP Sign-off, Design Approval and CAP Closure Requirements

	<ul style="list-style-type: none"> <li>• Local damage to structural element that may impact on the structural performance in short term</li> <li>• Any structural element that needs design check including any extensions, additions or alterations done in the building</li> <li>• Non-engineered structures needing design checks</li> <li>• Lack of as-built drawings, structural drawings, building plans, site layouts, load plans, geotechnical report etc.</li> <li>• Uncontrolled/ excessive storage observed on suspended floors</li> <li>• Cracking in structural elements due to non-performance or over-stress in the structure</li> <li>• Dampness/ water ingress that may lead to severe structural degradation</li> <li>• Any other issue that needs design or drawings for carrying out remediation or any material for which the Product details, manufacturer certifications, design review and specifications needs to be cross verified will also fall under this category</li> </ul>	<ul style="list-style-type: none"> <li>• Any additions/ alterations in the structural and non-structural components</li> <li>• Alteration in use of the building floor/ area (For ex- altering the use of particular floor from stitching to washing resulting in increase in loads)</li> <li>• Any repair or retrofitting work which affecting the structural layout</li> <li>• Geotechnical/ Soil reports</li> </ul>
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# CAP Sign-off, Design Approval and CAP Closure Requirements

## Points to be cross checked by Inspection Firm for CAP Closure

S. No	Final CAP Closure (Structural, Fire and Electrical Safety)- Detailed Checkpoints plus other requirements
1	All issues (Priority 1, 2, 3 & 4) identified in the main assessment report have been remediated in accordance with LABS Standards
2	All issues have been remediated as per signed off CAP, approved design and drawings and within the framework of LABSS Standards
3	All issues have been validated/verified by a Remediation Firm to confirm that the remediation have been done in accordance with LABS Standards
4	Design specifications, product details, certifications of newly installed/constructed fire doors, walls, electrical components, structural designs, etc. are as per agreed designs
5	No new problems are identified in the issues remediated by the factory management

## Scenarios for optimal costing for CAP Sign- off, Design Approval and CAP Closure

- For the satisfactory completion of CAP Sign-off, Design Approval and CAP Closure, the Inspection Firm is entitled to charge the factory rates that have been agreed for the CAP Sign-off, Design Sign-off and Cap closure as agreed in the submitted proposal. In factories where issues of only a given discipline are reported, Inspection Firms shall charge proportionately as per quote by sending the auditor specific to that discipline only and not all the three auditors – including case specific situations rate. *“For example:- if a factory has only electrical issues, IF will send only an electrical engineer to complete the process of Draft Cap Sign- off, Design Approval and Cap closure”.*
- CAP Sign-off, Design Approval and CAP Closure process is not applied for factories where no issues are reported after assessment by the Inspection Firm and no CAP is generated

## CAP Sign-off, Design Approval and CAP Closure Requirements

	Poor Safety Conditions			Good Safety Conditions			Very Good Safety Conditions			Excellent Safety Conditions		
Discipline	Electrical	Fire	Structure	Electrical	Fire	Structure	Electrical	Fire	Structure	Electrical	Fire	Structure
Issues Identified	Yes	Yes	Yes	Yes	No	Yes	No	No	Yes	No	No	No
Auditors required	03			02			01			0		
CAP Sign-Off	400 USD			267 USD			133 USD			0		
Design Approval	400 USD			267 USD			133 USD			0		
CAP Closure	1500 USD			1000 USD			500 USD			0		
Total Cost	2300 USD			1534 USD			766 USD			0		

*\*Above prices are indicative and may vary for India and Vietnam*

### Disclaimer:

LABS Initiative assumes no liability and shall not be responsible as to the errors or omissions which may occur sometimes due to oversight or wrongful identification of issues on behalf of the Inspection Firm(s). LABS Initiative expressly disclaim any liability, whether in contract, tort, strict liability or otherwise, for any direct, indirect, incidental, consequential, punitive or special damages arising out of remediation action, regardless of our knowledge thereof. LABS Initiative shall not be liable for, any damages to property, human life, machinery, materials, occurring at the factory during the course of remedial action and also post assessment due to natural calamities or events outside human control not limited to earthquake, typhoon, tsunami, lightning strike and any other occurrence as deemed to be the act of god.