

Table 18.1: Owner's Responsibilities

ITEMS	REQUIREMENTS
7. EMERGENCY EVACUATION PLAN	<ul style="list-style-type: none"> i. It is owner's responsibility to ensure consultant hands over Emergency Evacuation Plans, prepared as per Chapter 5., Table 5.1.8. ii. It is owner's responsibility to ensure facility management and consultant jointly commission the emergency evacuation plans, verifying the authenticity and applicability of such evacuation plan as per site conditions, furniture layouts etc., as per Chapter 5, Section 4.
8. EMERGENCY EVACUATION PROCEDURES OR EMERGENCY ACTION PLAN	<ul style="list-style-type: none"> i. It is owner's responsibility to develop customized, facility specific Emergency Evacuation Procedures and Emergency Action Plans through Civil Defence approved House of Expertise, in accordance with Chapter 19. Emergency Evacuation Procedures. ii. Such Emergency Action plan shall take into consideration the personnel to be assigned for particular task, for particular actions to be taken, particular method of evacuation to be followed, decision to use elevators, coordination with Civil Defence personnel, assistance to be offered to old and disabled people etc. during emergency situations. Emergency Action Plan shall be as per minimum guidelines of Chapter 19., Table 19.1.
9. OCCUPYING	<ul style="list-style-type: none"> i. Owner shall not let any occupants occupy the building, in part or whole, without Civil Defence final commissioning and clearance to do so. ii. Owner shall not let any occupants occupy the building, in part or whole, without fully functional Fire and Life Safety Systems in the facility with required power backup, sufficient water supply and accessories.
10. INSPECTION AND MAINTENANCE	<p><u>1. ANNUAL MAINTENANCE CONTRACT</u></p> <ul style="list-style-type: none"> i. Owner shall be responsible to appoint a Civil Defence approved and listed maintenance contractor, immediately upon commissioning to periodically inspect and maintain the Fire and Life Safety systems of the facility in accordance with Table 18.1.10.2. ii. Full record of periodic inspection and maintenance shall be documented and stored in the facility with facility management. iii. Up to date inspection stickers shall be placed on equipment and systems to satisfy random inspections from Civil Defence.