

for official use:-  
 fax to FSITF/LC  
 fax to Fire Station

To : FSCC  
致 : 消防通訊中心  
Fire Services Department 消防處  
Fax No. : 2311 0066  
傳真號碼

Date: \_\_\_\_\_  
日期  
FSD File No. : \_\_\_\_\_  
消防處檔案編號 (If known 如果知道)

## Notification to FSD on the occasion that building FSI is shut down for work

### 樓宇消防裝置因工程而關閉通知書

#### Part I 第一部

Building Name / Address : 樓宇名稱 / 地址 _____	
Incorporated Owners (I.O.) : YES / NO 業主立案法團 有 沒有	I.O. Tel. No. : _____ 業主立案法團電話
FSI required to be shut down 需關閉的消防裝置: <input type="checkbox"/> Fire Hydrant / Hose Reel System 消防栓 / 喉轆系統 <input type="checkbox"/> Street Fire Hydrant 街上消防栓(私家街井) <input type="checkbox"/> Fire Detection System (AFA) 火警偵測系統 <input type="checkbox"/> Manual Fire Alarm System 火警警報系統 <input type="checkbox"/> Automatic Sprinkler System 花灑系統 <input type="checkbox"/> Water Spray System 噴水系統 <input type="checkbox"/> Others 其他 (Please specify 請註明): _____	
Reason for Shutdown 關閉原因: <input type="checkbox"/> Defective 損壞 <input type="checkbox"/> Others 其他(Please specify 請註明) _____	
Brief description of work 工程簡述: _____	
Portion(s) of FSI Involved 受影響消防裝置部份: _____	Portion(s) of Building Involved 受影響樓宇部份: _____
Date commenced : 開始日期 _____	Estimated Completion Date : 預計完工日期 _____
Date of contract for repair/maintenance 獲得維修/保養合約的日期: _____	
The following standby measures will be provided at the following locations 以下備用設備將會放置在下列位置:	
The following parties have been notified of the arrangement. 有關安排已通知下列人士 <input type="checkbox"/> Residents 居民 <input type="checkbox"/> Occupiers 佔用人 <input type="checkbox"/> Management Company 物業管理公司 <input type="checkbox"/> Incorporated Owner 業主立案法團	
Name of FSI/ Work Contractor : 消防裝置 / 工程承辦商名稱 _____	Signature & Company Chop 簽名及公司印
Registration No. (FSI Contractor only) : 承辦商級別 / 編號(祇適用於消防裝置承辦商) _____	
Contact Tel. No. : _____ (Office 寫字樓) 聯絡電話 _____ (Mobile phone 手提電話 / Pager 傳呼機)	
Fax No. 傳真號碼: _____	
* The local fire station will contact you for arrangement of inspection and discussion of the proposed contingency measures. 有關消防局將會聯絡你，安排巡查及討論建議的應變措施。	

#### Part II 第二部 - Extension of the Shutdown Period for Work 工程延期通知

The above FSI has to be shut down until _____ (Date) due to _____ 以上消防裝置需關閉至 _____ (日期)。原因: _____	Signature & Company Chop 簽名及公司印
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(\*To be completed upon completion of work and faxed to FSCC again)  
在正式完工時請填寫此欄，然後再傳真到消防處通訊中心

#### Part III 第三部

*ACTUAL COMPLETION DATE 正式完工日期 _____	Signature & Company Chop 簽名及公司印
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Remark: FSCC will confirm receipt of this notification by returning it by fax which is stamped with an FSD serial number.  
備註: 消防通訊中心會以加上編號蓋印的回覆傳真確認收妥這份通知書。