

消防處
牌照及審批總區
通風系統課

九龍尖沙咀東部康莊道一號
消防總部大廈五樓



FIRE SERVICES DEPARTMENT
LICENSING & CERTIFICATION COMMAND
Ventilation Division

5/F, Fire Services Headquarters Building,
No. 1 Hong Chong Road, Tsim Sha Tsui East, Kowloon.

本處檔號 Our Ref.: FP VD/85
來函檔號 Your Ref.:
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4 May 2009

The Secretary
The Hong Kong Institute of Architects
19/F., One Hysan Avenue
Causeway Bay
Hong Kong

Dear Sir,

Design and Installation of Mechanical Ventilating System

In June 1990, we issued FSD Circular Letter No. 1(Vent)/90 informing all Authorized Persons and other parties in the building construction industry that ventilating systems installed in accordance with the Building (Ventilating Systems) Regulations, Cap. 123J [B(VS)R] will not normally be inspected nor the plans processed by officers of this department. Notwithstanding this, engineers and contractors are still required to comply with regulation (4) of [B(VS)R] in designing and installing ventilating systems by making reference to technical circular letters published from time to time by this department

The current technical requirements for ventilating systems are stipulated in Part XI of our Circular Letter No. 4/96 which covers, among others, the test standards and installation details of products and materials commonly found in mechanical ventilating systems. However, it is lately revealed in the annual inspections of ventilating system in a few recently completed buildings conducted by Registered Specialist Contractor (Ventilation) that it is not uncommon to have components in such systems installed not in accordance with the requirements set out in the said document. Common irregularities are fire dampers installed not in plane of fire rated walls, inspection doors/panels necessary for the maintenance/inspection of such dampers blocked by false ceiling or other decor fixed in their vicinity and unsealed gaps between damper frames and fire rated walls.

While we will urge owners of ventilating systems in which irregularities are found to restore the systems to safe and efficient working order by implementing suitable remedial measures, we would like to ask for your assistance to call on your members to draw the attention of contractors and building developers/owners of the need for ventilating systems to comply with the technical requirements detailed in Part XI of the above mentioned FSD Circular Letter. A copy of it is attached for your easy reference and additional copies can be downloaded through the URL:

2/...

http://www.hkfsd.gov.hk/home/eng/source/circular/e04_1996.pdf

Your assistance in this matter will be most appreciated. In case you have any query, please contact Mr. MA Shun-yee (Tel.: 2251 4141), Engineer(Ventilation) or the undersigned direct.

Yours faithfully,

(HO Kwok-fu)
for Director of Fire Services

Encl.

c.c. DCFO(FS))
SDO(Pol)) w/o encl.
Engr(Vent) Fax No. : 2382 2495)

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