

**Fire Safety Requirements / Recommendations
for
Temporary Places of Public Entertainment Licence/
Non-designated Use of Venues
(Temporary Structures)**

1. Portable fire fighting equipment of the approved type shall be provided as follows:
 - 1.1 _____ x 9 L water type fire extinguisher(s) at _____; and
 - 1.2 _____ x 4.5 kg CO₂ type fire extinguisher(s) at _____ .
2. Adequate clear passageways shall be maintained.
3. Only electric lights can be used for illumination.
4. No naked flame is allowed on the premises.
5. No smoking shall be allowed within the structure. The licensee shall take all reasonable precautions to prevent such smoking, and 'NO SMOKING' notices in 170mm English and Chinese characters shall be prominently displayed.
6. No decoration of readily combustible nature is permitted.
7. No selling / displaying of hydrogen filled balloon shall be permitted.
8. Chairs, if provided, shall be tied together in group(s) of not less than four and not more than fourteen per row.
9. A free passageway of not less than 1 m in width shall be provided and maintained between each row or column of chairs.
10. A free passageway of not less than 2m in width shall be provided and maintained as follows :
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 - 10.1 latitudinally between each 10 rows of chairs;
 - 10.2 longitudinally between each group of chairs.

This document is for reference only. Detailed fire safety requirements will be separately issued subject to the result of on-site assessment.

11. All electric wiring shall be arranged in such a way that it shall not impede any passageway.
12. No loose inflammable material shall be left in, on under or near the structure.
13. Total enclosure for the auditorium stand is not allowed.
14. All exits shall be indicated by 'EXIT' signs readily discernible from a distance of 7.5 m in English and Chinese characters.
15. The electrical main switch gears shall be clearly indicated as to its purpose in English and Chinese characters. The door giving into any room, cabinet or locker containing the electrical main switch gear shall be provided with an indication label with both 25mm English and Chinese characters on the exterior.
16. No storage of any dangerous goods exceeding the exempt quantity in accordance with the Dangerous Goods (General) Regulations, Chapter 295B, Laws of Hong Kong, shall be allowed.
17. A total of _____ Non-Commissioned Officer(s) (minimum 1 no.) and _____ Firemen (minimum 2 nos.) will be required to standby during the period of performance.

Fire personnel to stand by from 30 minutes before performance to 30 minutes after performance ends.

The charge for such personnel is as follows :-

- (a) For a period up to 2 hours :
 - (i) N.C.O. HKD \$_____
 - (ii) Fireman HKD \$_____
- (b) For each hour or part thereafter the first 2 hours :
 - (i) N.C.O. HKD \$_____
 - (ii) Fireman HKD \$_____
- (c) For non-charitable function a 20% departmental services and supervision fee will be added to the rates in (a) and (b) above.

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The applicant shall submit a formal application to this Department (Licensing and Certification Command), as required by Section 23 of the Fire Services Ordinance, for the service, and to pay a cash deposit at the Treasury or lodge a Bank Guarantee with this Department (Licensing and Certification Command) to cover the estimated fees payable calculated on the above basis. Standby service by fire personnel will not be provided unless the Treasury Receipt or Bank Guarantee is produced for inspection. In the event of an extension of the licence period being requested, firemen will be provided only if a Treasury Receipt or Bank Guarantee is produced to the Licensing and Certification Command in the amount of the fee chargeable for the extension period.

18. Additional Requirements (if any) : -