

## **Brief Notes of Liaison Meeting between FSD and Authorized Persons**

**Date** : 26 June 2008 (Thursday)  
**Time** : 1500 hours  
**Venue** : Conference Room, Fire Safety Command, FSD

### **Matters Discussed in the Meeting :**

#### **1. Proposed New Arrangements for the Submission of Fire Service Installation Drawings for New Development**

The FSD Circular Letter No. 4/2008 had been promulgated on 6.5.2008 to announce the revised procedures for submissions of FSI/314 and FSI/501 requesting for initial FSI compliance inspection and the introduction of a new 'Help Desk' service with immediate effect. The current practice on Stage 1 - Design Stage for FSI plan submissions as stipulated in the FSD Circular Letter 1/2005 would be repealed on 31.10.2008.

#### **2. Fire Protection Measures in Construction Sites of Super Highrise Buildings**

The FSD Circular Letter 2/2008 had been promulgated on 31.3.2008 to announce the revised requirements of water relaying facilities for fire fighting in construction sites. The new requirements and guidelines would take effect for all initial building plan submissions received by FSD on or after 1.7.2008.

#### **3. Graphical Symbol Exit Signs**

The FSD Circular Letter 5/2008 had been promulgated on 13.5.2008 to announce the introduction of graphical symbol exit sign. The new exit signs could be installed with effect from 1.9.2008. For new buildings, developers would be encouraged to install monotype exit signs within the same development in order to maintain uniformity. For existing buildings, the adoption of mixed designs of exit signs was acceptable but the trade was encouraged to use monotype exit signs should there be any major building renovation underway.

In response to an inquiry about the adoption of self-luminous sign, members of the meeting were informed that according to Section 5.10 of the "*Code of Practice for Minimum Fire Service Installations and Equipment*", a self-luminous sign illuminated by radioactive source which had been approved by the Radiation Board of Health Department was acceptable to FSD. However, the users should pay attention to its radiation hazard, expiration date and the proper method of disposal.

#### **4. Uncollected General Building Plans in FSD**

The amendment to Appendix B of “*Practice Note for Authorized Persons and Registered Structural Engineers 30*” (PNAP 30) was in progress. Buildings Department would proceed to consult the industry in due course.

At present, the APs or their representatives were required to bring two letters, one for payment of Fire Certificate and another for collection of building plan, to the shroff and reception counter of FSD respectively on the same floor. It was suggested that these two letters should be combined into one so as to facilitate APs to collect Fire Certificates and GBPs simultaneously. FSD would look into the matter accordingly.

#### **5. Inspection Standard and Arrangement for Sprinkler Installation before Completion of False Ceiling for Complying with LPC Rules**

With a view to having an inspection standard for sprinkler installation before completion of false ceiling, an enquiry had been made to the Fire Protection Association for their advice. Members of the meeting would be informed of their reply once available.

#### **6. Smoke Extraction System in Basement Carpark**

The information about the provision of smoke extraction system at basement carpark was being studied by the NP Division of FSD.

FSD would grant the exemption on a case by case basis because there was difficulty to set hard and fast rules and guidelines for such exemption. Nevertheless, the trade members would like to know much more about the principles under which FSD would likely grant the exemption for independent smoke extraction system, such as the specifications about the size of fire load, gross floor area and occupancy. FSD would look into the matter.

#### **7. Registered Fire Engineer (RFE) Scheme**

In the public engagement exercise of the RFE Scheme, a series of focus group discussions with the organizations/government departments had been conducted in early days. FSD particularly thanked for the valuable comments from respective institutions and associations in this regard.

To address members’ concern, the Chairman said that all the initiatives of RFE Scheme would be put into effect on a step by step basis. Should there be any new arrangement, FSD would invite the relevant stakeholders’ views at appropriate time well before moving to the next stage.

## **8. Sounder Base for Fire Detection System in Hotels/Guesthouses and Student Hostels**

A sub-working group under Fire Safety Standards Advisory Group had convened a meeting on 6.5.2008 and the following basic principles were agreed in that meeting : -

- (a) The sounder base should be a proprietary made product, i.e. the detector and sounder integrated as a single piece of equipment;
- (b) the equipment should be installed in accordance with BS 5839 : Part 1: 1988 or other standard acceptable to D of FS; and
- (c) in the absence of the sounding of the general alarm, a minimum sound level of either 65 dB(A) or 5 dB(A) above any other noise likely to persist for a period longer than 30s, whichever was the greater.

The proposed standard had been discussed at the FSSAG meeting on 25.6.2008 and FSD Circular letter would be prepared to promulgate this new arrangement. For new development projects/submissions, the installation of sounder base for fire detection system would be required. For existing hotels, guesthouses and student hostels, the new requirement would be complied with on voluntary basis.

In response to some members' inquiry on whether this new requirement would be applicable to other premises having potential sleeping risk, such as karaoke, clubhouse and sauna/bath, members were informed that these types of premises were different from hotels, guesthouses and student hostels. Normally, they were not classified as premises with potential sleeping risk. Nevertheless, the owners/operators/property management of subject premises might upgrade their FSIs voluntarily to higher standard with a view to further enhancing the fire safety of their premises.

## **9. Classification of Ordinary Hazard**

There was an inquiry about why small shops facing street were being classified as Ordinary Hazard III (OH III) while restaurants were classified as Ordinary Hazard I (OH I) only. FSD would try to trace the rationale behind.

## **10. General Building Plans in FSD**

Some members reflected that on a few occasions, there had been some delay in processing General Building Plans (GBPs) on the side of FSD. The meeting believed that these should be regarded as isolated cases only and in fact, most of GBPs could be processed by FSD within the target timeframe. Nevertheless, FSD would look into the matter once BD initiated to have discussion on this issue.

**11. Heritage Projects**

In response to an inquiry whether FSD would set up a special team similar to the Heritage Unit newly established in Buildings Department to oversee the processing of heritage projects, members were informed that at this stage, all the heritage projects were being handled by the NP Division. In the long run, FSD might set up similar establishment having regard to the increase of project submissions in this respect.

**12. Installation of Sliding Door**

Some members inquired about FSD's views on the current standard that sliding door was not acceptable for installation at the main exit under BD's requirements. As BD was the enforcement authority for MoE, FSD had no special views on this issue.

**END**