

Brief Notes of Liaison Meeting between FSD and Authorized Persons

Date : 18 September 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 meeting noted that up to present, there was no particular problem raised by the trade regarding the “Help Desk” service. The current practice on Stage 1 - Design Stage for FSI plan submissions would be repealed on 31.10.2008.

2. 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. The Buildings Department was consulting the industry and would inform FSD of the result in due course.

The proposal of combining two letters into one for payment of Fire Services Certificates and collection of building plans had been studied. Currently, these two letters were stapled into one document before sending to APs, it was rare for APs or their agents to forget to bring along either one of the letters. Even in the event that APs or their agents really forgot to bring along the letters, they might immediately liaise with the New Projects Division asking for provision of a copy of such letter. Besides, two new payment methods, i.e. by post and drop-in box, would be introduced by FSD w.e.f. 1.10.2008. If APs opted to adopt the new payment methods, a copy of FPB(HQ)301 would be required to be attached to the cheque/draft/cashier order. Since the GBPs had to be collected in person with the original copy of the approval letter, the combination of two letters might cause confusion to the APs. Furthermore, a copy of approval letter for collection of GBPs had to be sent to BD for record, if the two letters were combined together, BD would find part of the content of FPB(HQ)301 irrelevant. Therefore, the proposal was not supported.

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

The reply from the Fire Protection Association U.K (FPA) on the above subject was still awaited. Presently, there seemed no site problem in connection with the sprinkler heads installed below uncompleted false ceiling in the course of compliance inspection. In case there was any new development in future, this

item would be brought up again for discussion in the meeting.

4. Smoke Extraction System in Basement Carpark

A study on drawing up the approving conditions for exemption of smoke extraction system for plant rooms, corridors and lift lobbies in deep basement carpark was in progress. Records of previous approved cases had been retrieved and the following similarities were noted :-

- The floor area of plant rooms/corridors/lift lobbies was small and which were scattered over distance with each other so that there were site constraints for the installation of smoke extraction system;
- Fire risk and life risk in plant rooms/corridors/lift lobbies were low.

Some members asked whether it was possible to draw up some yardsticks, such as the yardstick on the size of floor area, under which in any case the installation of smoke extraction system could not be exempted. However, there was genuine difficulty for FSD to tell why a specified value, but not other values, was adopted as yardsticks for approving the exemption. It seemed much pragmatic and flexible for FSD to determine some approving conditions that the trade members might take into account before making applications for exemption. Nevertheless, some members would try to explore the relevant information under the GB standards with explanatory remarks on their specified yardsticks.

Members would be kept informed of the outcome of the study once finalized.

5. Registered Fire Engineer (RFE) Scheme

For the proposed RFE Scheme, focus group discussions with relevant stakeholders including various government departments and professional organizations had been completed. One of the representatives of the Hong Kong Registered Ventilation Contractors Association had raised concern on that the views of the Association of Registered FSI Contractors of Hong Kong Ltd. (FSICA) on the Scheme could not truly reflect the opinion of the trade since FSICA members only constituted a relatively low percentage of RFSICs in Hong Kong. In this connection, letters had been issued in early days to individual RFSIC inviting their comments on the Scheme. In addition, two forums had been arranged at the Lecture Hall of the Science Museum on 12.9.08 and 18.9.08 to all RFSICs for exchange of views.

On the other side, the HKIE had given additional views on the RFE Scheme that RPE(FRE) would be competent in certifying FSI and fire safety features of ventilation systems of licensed premises and new buildings. Furthermore, the HKIE opined that it would be beneficial to introduce some flexibility to the RFE Scheme by dividing the scope of work of RFE into different categories, the work of one or a few could be discharged to a different class of RPE. Whilst acknowledging that it was the market force which would ultimately determine the number of categories to be divided, FSD had requested HKIE to elaborate on

the classes and categories proposed by them.

6. Sounder Base for Fire Detection System in Hotels/Guesthouses and Student Hostels

The subject matter had been discussed at the last Fire Safety Standards Advisory Group (FSSAG) meeting on 9.9.2008. A draft FSD Circular letter was being circulated to FSSAG members for further comment.

7. Classification of Ordinary Hazard

According to the LPC classification, the hazard groups of sprinkler system for shops and restaurants were classified as Ordinary Hazard III (OH III) and Ordinary Hazard I (OH I) respectively. A review was being conducted within FSD. Preliminarily, members of FSSAG and other FSD echelons would be invited to comment on the findings. AP representatives would be kept informed of the outcome upon completion of the study.

8. Installation of Sliding Door

In the recent meeting with BD officials, BD had reiterated that sliding door was not acceptable for installation at the main exit under their requirements.

9. Remote Indicating Lamp Plate

In the Fire Safety Standards Advisory Group (FSSAG) meeting on 9.9.2008, discussion on the design of "Remote Indicating Lamp plate" had been made. In order to differentiate the lamps showing the actuation of smoke/heat detectors inside lockable rooms and voids, it was proposed that a white or green diagonal band be added across the plate. Some members viewed that the lettering on the plate should follow the latest specifications issued by FSD from time to time, and its colour should also be in contrast with that of the plate.

AP representatives and their members were invited to comment on the pattern of the above design. Should they have any views, they might forward the details to the Secretary within one month's time on or before 20.10.2008.

10. Change of Address

Some members inquired about the way to serve AP's notice of change of address or other contact means. In response, the Chairman said that under normal circumstances, APs might send the notice of change of address to the Licensing and Certification Command of FSD for necessary amendment. Nevertheless, it was advisable for APs to clearly state the address in their incoming letters so that the subject unit of FSD could make a reply to the right address in accordance with the information shown on their incoming letters.

11. Briefing Session on One-stop Shop

The meeting noted that EU had to postpone the briefing session on the One-stop Shop service for warehouse building projects originally scheduled for 22 September 2008 until further notice.

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