

**Summary of Notes of Liaison Meeting between FSD and the Association of Registered  
Fire Service Installation Contractors of HK Ltd (FSICA)  
held on 26 September 2012**

**1.1 Improvement of Fire Safety under the Fire Safety (Commercial Premises) Ordinance**

Members were briefed on the latest inspection statistics.

**1.2 Checking the Standard of Maintenance Works Carried Out by Registered Fire Service Installation Contractors (RFSIC)**

Members were briefed on the latest statistics related to the surprise checks carried out by FSD.

**1.3 Proposal to Improve Fire Safety in Private Buildings**

Members were briefed on the latest enforcement statistics.

**1.4 Third-party Certification Scheme**

The 1<sup>st</sup> Project Steering Committee (PSC) meeting was held on 3.7.2012. During the meeting, the consultant had presented an inception report stating the approach, preliminary observations and work flow of the study.

**1.5 Review of FSI Code**

The Chinese version of Fire Safety Code 2011 was being finalized by Buildings Department. A briefing on the new FSI Code to FSICA was conducted on 23 July 2012 and the e-submission of FS251 was also covered by FSITF.

**1.6 Actions to be Taken against Suspected Counterfeit FSIs during Inspection**

A briefing session on 'Suspected Counterfeit Products/Fire Service Installations (FSIs) and Equipment' was conducted by Customs and Excise (C&E) Department with the arrangement of FSD on 17.8.2012 for members of FSICA and the trade. After the briefing, FSICA had issued a guideline to all members of FSICA advising them the proper ways to handle the suspected counterfeit FSI products. Another briefing session on the same subject for the trade would be arranged with C&ED tentatively in January 2013.

## **1.7 Commissioning of the Integrated Licensing, fire Safety and Prosecution System( LIFIPS )**

It had been discussed and agreed in the meeting that filling the fields of e-FS251 should be in line with FSD Circular Letter No. 2/2001. In addition, sample templates of e-FS251 prepared by FSD and the common problems found in the submitted e-FS251 were also discussed in the meeting. After discussion, members of FSICA had found that the templates were useful and they would distribute them to their members for reference. Regarding the progress of LIFIPS, advisory letters were issued to all RFSICs on 25.7.2012 in order to promote a wider use of the e-FS251. FSD had also done the same promotion for about 300 RFSICs at a seminar organized by FSICA on 23.7.2012 at the HK Productivity Council.

## **1.8 Quality of Printing and Correct Entry of Information into e-FS251**

Subsequent to the seminar conducted at the Hong Kong Productivity Council on 23.7.2012, slight improvement on the quality of printing and correct entry of information into e-FS251 was noted. In this regard, the contractor would be asked to cope with the technical problems as far as possible.

## **1.9 Electronic Submission of Notification to FSD on Occasion Building FSI is shutdown for work**

Subsequent to the seminar conducted at the Hong Kong Productivity Council on 23.7.2012, slight improvement on the subject matter was noted. In this regard, the contractor would be asked to cope with the technical problems as far as possible. As FSD had also clarified in the seminar that the application of e-certificate was not necessary when processing e-submission, it was believed that the problem would be eliminated.