

**Summary of Notes of Liaison Meeting between FSD and the Association of Registered
Fire Service Installation Contractors of HK Ltd (FSICA)
held on 11 June 2013**

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 executive summary of the final report of the Business Impact Assessment (BIA) study had been vetted by the working group and being translated into Chinese by the consultant. A meeting on the RFE Scheme with Legislative Council member (Engineering) Ir Dr Hon LO Wai-kwok, BBS, MH, JP was held on 5 June 2013. The findings and recommendations of the BIA study would be presented to the concerned government departments. Presentations to potential service providers and users would be conducted.

1.5 Actions to be taken against Suspected Counterfeit FSIs during Inspection

FSICA and her members were encouraged to report suspected counterfeit cases as soon as possible through the 24-hour hotline to C&ED for investigation. FSICA had prepared a check list for all her members to advise them to pay special attention to the procurement of FSI products, hoping that they would not fall into the trap of buying counterfeit FSI products. The check list would be posted on the web-site of FSICA for easy reference.

1.6 Commissioning of the Integrated Licensing, fire Safety and Prosecution System (LIFIPS)

To encourage the use of e-FS 251 by the trade, FSITF had conducted familiarization visits to two RFSIC companies. During the visits, there was exchange of views on the use of e-FS 251 including enhancement of e-FS 251's user friendliness were received. It was believed that when the system had been enhanced, more contractors would adopt e-FS 251.

1.7 Quality of Printing and Correct Entry of Information into e-FS251

Improvement on the quality of printing and accuracy of entry of information into e-FS251 was noted.

1.8 Electronic Submission of Notification to FSD on Occasion Building FSI is shutdown for work

To strengthen the promotion of e-submission, FSICA would send message to her members through e-mail and the web site of FSICA. Meanwhile, FSD would look into ways to enhance the system.

1.9 TV Program organized by EMSD

Regarding the TV program organized by EMSD, the main objective of the 8 episodes was to let the public, in particular youngsters, to have an idea of the general aspects of E&M work, hoping that they would be interested in joining the trades.

1.10 Annual Inspection of Fire Service Installations and Equipment (FSIs)

Members were informed that all FSIs of a building as approved by Director of Fire Services on general building plans in accordance with section 16(1)(b)(ii) of Chapter 123, Laws of Hong Kong were regarded as FSIs even though they might be above the minimum requirements stipulated in the concerned edition of the Code of Practice for Minimum Fire Service Installations and Equipment. As such, building FSI owners or registered fire service installation contractor should ensure that all such FSIs should be inspected at least once every 12 months. In this respect, FSICA was requested to remind her members to refer to approved general building plans, including FSI drawings, when they were employed by owners of FSIs to carry out annual inspection of FSIs. FSICA was also

reminded to inform her members not to issue one FS 251 for more than one building, including single-family buildings. One FS 251 to cover more than one building would not be properly recorded in LIFIPS.

1.11 Fire pump operation

Members were told to pay attention to the requirement of fire pump control signal of FH/HR System during annual inspection, i.e. fire pump control signal from the fire control panel should be able to start the fire pump automatically and the fire pump had to be run continuously until stopped manually at the pump control panel installed near the pump. Should they find the fire pump could not run continuously until being stopped manually at the pump control panel installed near the pump during their annual inspection of the FH/HR System, enhancement of the fire pump control panel should be carried out.

1.12 Inspection of New Workshop

Regarding the inspection of new workshop, the contractor should allow sufficient time for FSD to process his application when he submitted his notification of the change of address to FSD. The contractor might continue to use his existing workshop as long as the same set of equipment of his existing workshop was still in place.

1.13 Proper Inspection of Work by Qualified Persons before Issuing FS 251

A representative of FSICA enquired whether qualified persons (QP) should carry out proper inspection of the work in connection with fire service installation or equipment before issuing FS 251. The response of FSD was that the crux of the matter was whether a QP had exercised his due diligence to ensure that the work was properly carried out or to certify that the fire service installation or equipment was in efficient working order.