

**Summary of Notes of Liaison Meeting between FSD and the Association of Registered
Fire Service Installation Contractors of HK Ltd (FSICA)
held on 9 September 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

FSD had submitted a draft Policy Committee (PC) paper to Security Bureau (SB) on 8 August 2013 for consideration and necessary action. The RFE Scheme would be discussed in the Policy Committee (PC) meeting scheduled for 19 September 2013 after obtaining the policy support from SB.

1.5 Actions to be taken against Suspected Counterfeit FSIs during Inspection

After the forum organized by FSD and C&ED, FSICA had issued a notice together with 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.

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

Enhancement on the system had been done in the area of data storage and 2-D Bar-code and the result was found effective and welcomed by users. It was believed that the improvement could help attract wider use of e-FS 251. A

comparison between the existing FS 251 and the e-FS 251 had been made by FSICA. The findings would be presented to members in the next meeting.

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. As no further discussion was required for this item, the meeting agreed to delete this item in the next meeting.

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

No electronic submission had been received since last meeting in June 2013. FSD would look into ways to enhance the system in order to attract wider use of e-submission.

1.9 TV Program organized by EMSD

The production of the TV programme was in progress.

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

FSICA was requested to remind her members to issue FS 251 to the building owners with a copy to FSD for record purpose within 14 days immediate after completion of FSI work, in accordance with the existing Regulations.

1.11 Fire pump operation

Members were informed that FSD would advise RFSICs to pay attention to the actual configuration of fire pump control signal of FH/HR System during annual inspection, i.e. fire pump control signal from the FCP should be able to start the fire pump automatically and the fire pump should be able to run continuously until being stopped manually at the pump control panel installed near the fire pump; and to inform building owners/residents to modify or enhance the function of FCP to follow the latest standard on a voluntary basis if the function of FCP mentioned above was not provided.

1.12 Inspection of New Workshop

Members were informed that there was no delay in inspecting the new workshop by FSD Officers as long as all relevant documents had been submitted to the Department. When all documents had been received and the contractor had paid relevant fees, inspection could be arranged within two weeks.

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

Members were informed that according to the discussions made in the FSD/FSICA Liaison Meeting held on 31.8.2010 and 9.12.2010, there was no objection from the Department to the quality assurance system on top of the existing Regulations stipulated in Cap. 95A.

1.14 FSD Circular Letter 2/2013 on revised requirements for FH / HR System

Members were briefed on the FSD Circular Letter 2/2013 regarding the revised requirements for fire hydrant (FH) / hose reel (HR) system issued on 20 August 2013 with emphasis on their background and logic. Under rare circumstances that the revised requirements would be inapplicable and such proposal would be considered on a case-by-case basis. The implementation arrangement was also introduced in detail.

1.15 Timeliness of Submission of FS 251

Paragraph 1.10 above was relevant.

1.16 Maintenance and Certification for cylinders of gaseous suppression systems under Chapter 295

Members were advised that when RFSIC issued FS 251 Part 2 with hydraulic test code, the attachment should include either the charging report issued by company with Manufacturing License or the test report with Approved Person's endorsement.