

**Summary of Notes of Liaison Meeting between FSD and the Association of Registered
Fire Service Installation Contractors of HK Ltd (FSICA)
held on 11 December 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 introduction of a Registered Fire Engineer (RFE) Scheme was presented in the Policy Committee meeting held on 27 November 2013. After discussion, the Committee endorsed the proposal and agreed to prepare the Draft Drafting Instruction for the legislative proposals to implement the RFE Scheme. Assistance Director (Fire Safety) would head a Working Group to take forward all the preparatory work required for implementation of the RFE Scheme.

1.5 Actions to be taken against Suspected Counterfeit FSIs during Inspection

After the forum organized by FSD and C&ED, FSICA had formed a special committee on the subject matter. A set of guidelines had been issued to all her members advising 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 guidelines would be posted on FSICA's web-site for easy reference of her members. As a mechanism had been established to monitor the issue, the meeting agreed to delete this item in the next meeting.

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

Regarding the subject matter, a Study Group had been set up under the FSITF of FSD to promote the wider use of e-FS 251. The Study Group would conduct a seminar to Class 3 RFSICs on 30.12.2013. Meanwhile, FSICA was going to include the method of entry and the way to use e-FS 251 as one of the subjects on the training curriculum for Class 3 RFSICs.

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

No electronic submission had been received since last meeting in September 2013. At present, the design of the system did not extend to users of Apps, but it applied to e-platform with Windows 7 and 8.

1.8 TV Program organized by EMSD

The production of the TV programme was completed and would be on air soon.

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

After dispatching the advisory letters (ALs) in April 2013 to remind buildings owners the legal requirement of conducting annual inspection on FSIs of their buildings, FSITF of FSD had received a record high of 23,199 no. of FS251 submission in May and the figures were maintained at around 15,000 during the past months.

1.10 Fire pump operation

FSD had issued a letter regarding the subject matter to all Class 1 & 2 RFSICs on 9 Oct 2013. The letter had also been sent to relevant departments and authorities such as Housing Department, EMSD, ArchSD etc for their reference and action as necessary.

1.11 Inspection of New Workshop

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

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

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

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

After issuing the revised requirements for FH / HR, the feedback from relevant trades were very positive and supportive. In some cases, AP sought FSD's approval on applying the new requirements to projects approved before the implementation of the new requirements.

1.14 Timeliness of Submission of FS 251

As the issue was addressed in paragraph 1.9, the meeting agreed to delete this item in the next meeting.

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

Regarding the recommendation made by FSICA during the last meeting, it was noted that the wording used in FS 251 for works completed by RFSICs were not standardized and FSD had no specific wording requirement in this regard. Standardizing the wording might undermine the legislative intent, i.e. requiring the RFSIC to state clearly the nature of work carried out in an FS 251 for FSD's audit purpose. As long as the RFSICs were using proper wording for the scope of work they were authorized to undertake under Cap 95A and 95B, it would be acceptable to FSD.

1.16 Maintenance Inspection for Fire Detection Systems

According to the COP for Inspection, Testing and Maintenance of Installations and Equipment, 2012 Edition, Part II, Section 2.13 Fire Detection System, Sub-section (ii), a DLC or a direct telephone link (DTL) as generally called, of an FDS which formed part of the FDS, should be inspected by an RFSIC at least once in every 12 months. The DTL should be tested once every 2 weeks or at such time and interval as agreed by D of FS. The duties and responsibilities of different stakeholders (including the Owner, RFSIC, SP, FSD) in regard to the testing and maintenance of the DTL was discussed in the meeting. As no

solution could be come up, FSICA would gather more information from members of relevant trades and put forward some proposals while FSD would conduct an in-house discussion with staff concerned. With additional information in hand, the issue would be discussed further in the next meeting.

1.17 Revision of Fees and Charges under the Fire Service (Installation Contractors) Regulations Cap. 95A

It was proposed in the “2013-14 Budget Speech” that the Government’s Statutory Fees and Charges should be reviewed after having been frozen for a long period of time. For FSD, fees for nine items under Fire Service (Installation Contractors) Regulations Cap. 95A had been reviewed recently. The proposed percentage of increase was mild and the actual amount of money increased was from \$45 to \$270. The proposal had been submitted to relevant Bureaux for consideration. Subject to approval given, the increase was envisaged to take effect in 2014-15.

1.18 Revised Safety Service Requirements for Signboards

The revised PNAP APP-126 on signboards was issued by the Buildings Department in September 2013. Among other revisions, extension of building FSIs (i.e. fire hydrant/hose reel system, portable hand-operated approved appliance and sprinkler system, where applicable) to protect the signboards was required except for signboards classified as minor works or designated exempted works under the Building (Minor Works) Regulation. Detailed requirements were stipulated in Appendix C of PNAP APP-126.

1.19 Handling of unserviceable Fire Extinguishers

According to extant regulation, RFSIC was required to follow the guidelines for handling unserviceable extinguishers as stipulated in ‘COP for Inspection, Testing and Maintenance of Installations and Equipment’. For FSIC’s improper conduct or negligence regarding disposal handling of extinguishers, disciplinary proceedings might be instituted.