

**FIRE SERVICES DEPARTMENT**  
**FIRE SAFETY STANDARDS**  
**FOR**  
**FOOD BUSINESSES IN SMALL HOUSES**  
**(Explanatory Notes)**

Introduction

1. This document consists of three parts: -
  - 1.1 These explanatory notes, Form PPA/101(A)-1, containing information relevant to the safe operation of food businesses in small houses;
  - 1.2 The standard requirements, Form PPA/101(A)-2, to be complied with prior to the issue of Fire Services Certificate required for the licensing of food premises under Section 33B of the Food Business Regulation (Cap. 132 sub leg); and
  - 1.3 Fire precautions, Form PPA/101(A)-3, that should be observed for the safe operation of food premises after issue of the licence.
2. For food businesses already licensed, the licensees are advised to upgrade the fire protection to the standard as stipulated in this document at the earliest opportunity. For premises with high fire potential and high smoke risk, these requirements may be enforced under Section 9 of the Fire Services Ordinance.
3. For other types of food business classified according to the risks they impose, please refer to: -
  - 3.1 PPA/101(B) - Bakeries and food factories for manufacture only;
  - 3.2 PPA/101(C) - Bakeries and food factories for manufacture and sale on premises;
  - 3.3 PPA/101(D) - General (fast food) restaurants;
  - 3.4 PPA/101(E) - Factory canteens with low fire potential;
  - 3.5 PPA/101(F) - Light refreshment restaurants with low fire potential;
  - 3.6 PPA/101(G) - Light refreshment restaurants with high fire potential;
  - 3.7 PPA/101(H) - Barbecue/hot pot restaurants with low fire potential;
  - 3.8 PPA/101(I) - General restaurants with low fire potential;
  - 3.9 PPA/101(J) - Factory canteens with high fire potential;  
Barbecue/hot pot restaurants with high fire potential; and  
General restaurants with high fire potential.

### Application

4. The contents of this document apply to food businesses operating on any or all floors of small houses each with a roof-over area not exceeding 65 square metre nor more than 3 storeys.

### Restrictions

5. The food premises shall not be located in any small house used for mixed occupancy without proper separation.

### Fire Services Requirements

6. The Fire Services requirements as detailed in Form PPA/101(A)-2 are formulated for three purposes: -
  - 7.1 To reduce the probability of fire;
  - 7.2 To mitigate the effect of fire; and
  - 7.3 To limit the spread of fire.
7. These requirements do not include those stipulated by the Building Authority, as the controlling authority on: -
  - 7.1 Means of escape although whatever required under the Building Ordinance may be, after issue of licence, enforced by the Fire Services under Section 14 and 15 of the Fire Services (Fire Hazard Abatement) Regulation (Cap. 95 sub. leg).
  - 7.2 Building construction such as compartmentation and fire resistance of building elements. For houses of sub-standard construction or where there have been serious alterations to affect the fire safety, the Director of Fire Services may refuse to issue Fire Services Certificate in accordance with Section 33B of the Food Business Regulation (Cap. 132 sub leg).

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**(Standard Requirements)**

Premises

1. All combustible materials, if used as false ceilings, shall be treated with two coatings of flame retardant paints on all exposed parts and certified by a Class II Fire Service Installation (FSI) Contractor.
2. All draperies and curtains, if installed, shall be: -
  - 2.1 Treated with flame retardant solutions and certified by a Class II FSI Contractor; or
  - 2.2 Made of materials containing fire resistant fibres and acceptable to the Director of Fire Services.

Windows

3. The windows of the food premises shall not in any way be obstructed by any decoration or sealed up for more than 50% of the designed openable/breakable window areas totally, nor 25% of these areas located on the upper part.

Kitchen

4. If used as a light refreshment/general restaurant: -
  - 4.1 The kitchen shall be separated from the remaining parts of the house to the standard as stipulated by the Building Authority. As a general guideline, this shall be effected by brick walls of not less than 100mm thick or equivalent to give a fire resisting period (FRP) of one hour; and any door opening giving onto the kitchen protected by 44mm hardwood self-closing door or equivalent to give a FRP of half an hour.
  - 4.2 The food serving opening between the kitchen and the seating accommodation shall not exceed 0.2 square metre in area and protected by 44mm hardwood drop hatch or its metal equivalent.
5. If used as a general restaurant serving fast food to require continuous workflow between the kitchen and the service counter, the Building Authority has agreed that the kitchen need not be separated from the remaining part of the house, provided the cooking range is protected by automatic fire extinguishing system of a type acceptable to the Director of Fire Services, failing which a fire resistant shutter operated by smoke detector(s) shall be provided.

6. The exhaust ducting provided independently for the kitchen in accordance with Section 8 of the Ventilation of Scheduled Premises Regulation (Cap. 132 sub. leg.) shall not pass any part of the staircase enclosure.

Exit Signs

7. All exits shall be suitably indicated by illuminated signs bearing the word and characters “EXIT 出口” in block letters and characters of not less than 125mm high with 15mm strokes. The colour of the letters/characters and contrasting colour on the background shall comply with any one of the following: -

<u>Letter Colour</u>	<u>Background Colour</u>
Green	White
White	Green

Fuel for Kitchen

8. The requirements for the use of fuels in the kitchen are stipulated in Form PPA/102.

Fuel for Seating Accommodation

9. The requirements for the use of fuels in the seating accommodation are stipulated in Form PPA/117.

Fire Service Installations and Equipment

10. A manual fire alarm system shall be provided for the premises with one operating switch at each of the following locations: -
  - 10.1 Outside the kitchen;
  - 10.2 Near the each exit on each floor; and
  - 10.3. At the main entrance.

Portable Fire Fighting Equipment

11. Portable fire fighting equipment of the approved type, over and above to those installed for the occupation of the house, shall be provided at the following scales: -
  - 11.1 One x 9L CO<sub>2</sub>/Water extinguisher (FE) for each floor used for seating accommodation: -  
Floors used for seating accommodation x 1 = \_\_\_\_\_ CO<sub>2</sub>/Water FE

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- 11.2 One x 4.5 kg CO<sub>2</sub> fire extinguisher (FE) for every 3 burners in the kitchen unless the cooking range is protected by automatic fire extinguishing system: -

$$\frac{\text{Number of Burners}}{3} = \text{_____ CO}_2 \text{ FE}$$

- 11.3 One x 1.44 square metre fire blanket for every 3 frying pans/woks using oils/fat for deep frying: -

$$\frac{\text{Number of Frying pans/woks}}{3} = \text{_____ Fire Blankets}$$

### Secondary Lighting

12. Emergency lighting shall be provided to the premises and the attached requirements for Self-contained Luminaries Emergency Lighting System (PPA/104(A)) shall be complied with.

### PU Foam

13. If PU foam filled mattresses and upholstered furniture are used within the premises, they shall meet flammability standard as specified in British Standard BS 7177 : 1996 and BS 7176 : 1995 for use in medium hazard premises/building or standards acceptable to the Director of Fire Services.

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**(Fire Precautions)**

Means of Escape

1. The following are deemed by the Director of Fire Services as means of escape within the meaning of Section 2 of the Fire Services (Fire Hazard Abatement) Regulation (Cap.95 sub. leg.):
  - 
  - 1.1 All normal means of egress from the food premises including shop fronts and staircases;
  - 1.2 All passages within the small house leading to the exits/doors;
  - 1.3 All exits/doors giving onto the staircases or to the open; and
  - 1.4 All staircases leading from ground to roof level.
2. All means of escape should be kept free from obstruction. In particular: -
  - 2.1 No matter or thing may be left in the areas as defined at para. 1 above at any time; and
  - 2.2. All exits doors including those leading to the roof should be kept openable from the inside without the use of a key and all metal gates, where installed, should be kept in the open position at any time when members of the public are present in the premises.
3. Failure to observe these precautions may result in the operator being prosecuted under Section 14 and 15 of the Fire Services (Fire Hazard Abatement) Regulation (Cap.95 sub. leg.) without prior warning.

Premises

4. The number of persons permitted in the seating accommodation at any time should not exceed the limit approved by the Buildings Authority.
5. All cigarette ends should be completely extinguished before disposal, particularly when these are likely to come into contact with combustibles, such as table cloth awaiting collection for cleaning.
6. Food packaging made of expanded polystyrene foam should be stored in cupboards to avoid coming into contact with excessive heat or naked flame.

7. All windows facing the main thoroughfare should be kept from obstructing the operation of Fire Services ladders at all times.
8. Failure to observe the precautions as described in para. 5 to 7 may result in the operator being served with a Fire Hazard Abatement Notice and failure to comply with the notice may lead to prosecution under Section 9 of the Fire Services (Fire Hazard Abatement) Regulation (Cap.95 sub. leg.).

#### Kitchen

9. All walls, stoves and exhaust ducts should be cleaned regularly to remove the oils and grease accumulated as a precaution against fire.
10. The observance of this precaution is the responsibility of the operator as controlled by the respective food business bylaws although in respect of serious breach constituting a fire hazard, a Fire Hazard Abatement Notice may be served to the operator and failure to comply with the notice may lead to prosecution under Section 9 of the Fire Services (Fire Hazard Abatement) Regulation (Cap.95 sub. leg.).

#### Fire Service Installations and Equipment

11. All fire service installations and equipment provided should be: -
  - 11.1 Kept clear from any obstruction;
  - 11.2 Clearly indicated as regard to their locations and methods of operation;
  - 11.3 Maintained in efficient working order at all times; and
  - 11.4 Inspected at least once every twelve months.
12. Failure to observe the precautions as described in para 11.3 and 11.4 may result in the owner of the installations being prosecuted under Regulation 8 of the Fire Services (Installations and Equipment) Regulations.

#### Ventilating System

13. The ventilation system should be maintained in efficient working order at all times and every damper, filter and precipitator that embodies the use of ducting or trunking should be inspected at intervals not exceeding 12 months by a registered ventilation contractor.
14. Failure to observe the precautions as described in para 13 may result in recommendation being made by the Director of Fire Services to the Food and Environmental Hygiene Department to revoke the food business licence.

#### Daily Closing Down Inspection

15. The food premises should be thoroughly inspected before closing down each day to: -

- 15.1 Extinguish any possible source of ignition that may be left unattended;
  - 15.2 Switch off the electrical main supply if possible, or at least switch off those circuits that are not required; and
  - 15.3 Turn off the fuel supply.
16. This precaution aims to prevent fires occurring in unattended food premises which account for a very high percentage of past statistics.

#### Emergency Procedures

17. All staff of the food premises should be made aware of the emergency procedures to be taken in the event of a fire. These include: -
- 17.1 Giving warning of the fire by operating the manual fire alarm provided as part of building FSI or by shouting “fire”;
  - 17.2 Assisting to evacuate the occupants;
  - 17.3 Reporting to Fire Services through “999”;
  - 17.4 Turning-off the fuel supply if the fire involves the fuel in the kitchen;
  - 17.5 Turning the main switch to “OFF” position if the fire involves electrical installation. This should be done only after evacuation of the occupants and when it is safe to do so;
  - 17.6 Attempting to extinguish the fire by using the FSI and equipment if it is safe to do so.
18. The local fire station should be consulted for advice if required.

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