

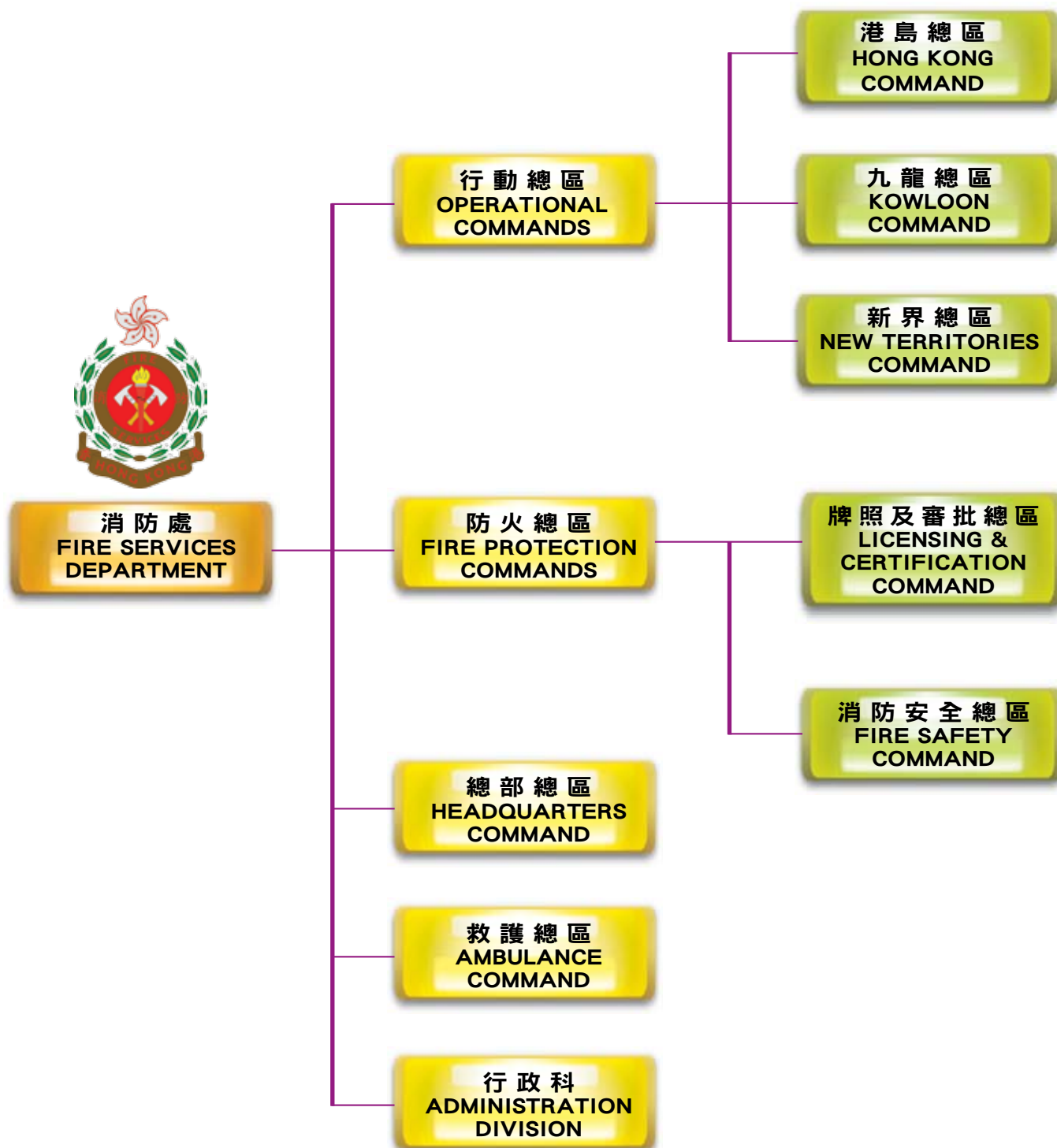


組織

Organisation

消防處的主要任務是撲滅火警，在陸上及海上執行救援工作，就防火事宜向市民提供意見，以及為傷病者提供緊急救護服務。

The primary roles of the Fire Services Department are to fight fires, to carry out rescue on land and sea, to advise the public on fire protection and to provide emergency ambulance services for the sick and the injured.



消防處由消防處處長統領，共分為七個總區——三個消防行動總區，以及牌照及審批總區、消防安全總區、救護總區、總部總區和行政科。

滅火、救援及其他緊急服務由港島（包括離島及海務）、九龍和新界三個消防行動總區負責，各由一名消防總長掌管。

兩個負責防火工作的總區——牌照及審批總區和消防安全總區——各由一名消防總長掌管。牌照及審批總區負責發牌和執行有關法例；消防安全總區則負責防火和消防安全事宜。

The Department is under the overall direction of the Director of Fire Services. It is organised into seven Commands — three operational Commands, a Licensing and Certification Command, a Fire Safety Command, an Ambulance Command, a Headquarters Command and an Administration Division.

Fire-fighting, rescue and other emergency services are carried out by three operational Commands covering Hong Kong (including offshore islands and marine), Kowloon and the New Territories, each headed by a Chief Fire Officer.

The two Fire Protection Commands — Licensing and Certification and Fire Safety — are each headed by a Chief Fire Officer. The Licensing and Certification Command oversees licensing and enforcement work; and the Fire Safety Command deals with fire protection and fire safety matters.

消防局人員列隊會操
Fire station personnel in the morning parade



救護總區負責提供救護服務，由救護總長掌管。救護總長負責監督救護服務的行政及統籌工作。

總部總區由一名消防總長掌管，協助處長執行規劃及管理事務，以及為各行動總區提供政策及後勤的支援。總部總區亦負責管理消防通訊中心、機場消防隊、潛水組、消防訓練學校、招聘及考試組、工程及運輸組、物料供應組、體能訓練組和福利組的運作，並處理有關新聞和宣傳的事宜。



火警警鐘
Fire Alarm Bell

行政科由文職人員組成，以部門秘書為首，工作範圍包括人力資源管理、部門行政、財務管理、會計、內部審核、外判工作、員工關係及翻譯服務。

編制

截至二零零六年年底，消防處人員的常額編制為9,252人，包括8,656名紀律人員和596名文職人員。

The Ambulance Command, led by a Chief Ambulance Officer, is responsible for the administration of ambulance aid and conveyance of patients and casualties to hospital.

The Headquarters Command, headed by a Chief Fire Officer, provides planning and management support to the Director. It also renders policy and logistical support to the operational Commands, oversees the operation of the Fire Services Communications Centre, the Airport Fire Contingent, the Diving Unit, the Fire Services Training School, recruitment and examination, the Fire Services Workshops, transport, supplies and stores, physical training, welfare, as well as information and publicity matters.

The Administration Division is staffed by civilians and headed by the Departmental Secretary who is responsible for human resources management, departmental administration, financial management, accounting, internal audit, outsourcing, staff relations and translation services.

Establishment

As at the end of 2006, the Department had 9,252 posts on its permanent establishment, comprising 8,656 disciplined service and 596 civilian posts.



財政

二零零五至零六財政年度，部門總開支為29.66億元，佔有關年度政府總開支的1.5%。

期內，本處透過刪除公務員職位，以及削減津貼及部門開支等節約措施，節省了2,200萬元。

為響應政府的「方便營商獎勵計劃」，當提供非核心支援服務的文職人員自然流失後，他們所負責的服務便會外判。截至二零零六年年底為止，本處已把55間消防局和救護站，以及兩間訓練學校的膳食服務、全部36間救護站的庶務，以及三幢消防處樓宇的保安服務外判。

管理

總部總區轄下的管理組，負責統籌、分配及有效使用部門的現有資源，以及處理調配人手及車輛到各總區的行政事宜。管理組亦負責發布和執行部門的政策及訓令、處理有關以資源作非緊急用途的申請，以及協調消防處樓宇的改善與維修工程。管理組並負責內地及海外的消防同業到訪的安排、處理涉及法律的事務，以及為行動總區安排供應呼吸器、潛水及其他維生裝備。

Finance

In the 2005-06 financial year, the total expenditure of the Department amounted to \$2,966 million, representing 1.5% of the total Government expenditure.

Efficiency savings of \$22 million were achieved during the year through deletion of existing posts and reduction in allowances and departmental expenses.

To take forward the initiatives under the Government's Helping Business Awards Scheme, the Department has made use of the vacancies arising from the natural wastage of civilian staff to outsource non-core supporting services. As at the end of 2006, catering services for 55 fire stations and ambulance depots and the two training schools, general labour services for all 36 ambulance depots and security services for three Fire Services premises were contracted out.

Management

The Headquarters Command's Management Group is responsible for the co-ordination, distribution and efficient use of existing resources within the Department and administrative matters on the deployment of personnel and appliances to different Commands. It also disseminates and implements the Department's policies and orders, processes requests for non-emergency use of resources, and co-ordinates improvement and maintenance works for departmental premises. The Group also arranges visits of Mainland and overseas counterparts, oversees legal matters and provides breathing apparatus, diving and other life-supporting equipment for the operational Commands.

策劃

總部總區轄下的策劃組，負責策劃興建新消防局、救護站和調配資源。策劃組亦負責監察部門基本建設項目的建造與進度。策劃組亦會就地區發展計劃，以及城市或商業項目的研究報告，提供消防運作方面的意見；評估新式滅火和救援裝備及車輛的效能；以及處理職業安全及健康事宜。

Planning

The Planning Group under the Headquarters Command plans for new fire stations, ambulance depots and deployment of resources, as well as monitors the progress and construction of departmental capital projects. The Group also offers advice from an operational view on district development plans and study reports on municipal and commercial projects; evaluates fire-fighting and rescue equipment and appliances as well as oversees occupational safety and health matters.

九龍塘消防局
Kowloon Tong Fire Station



為配合香港的持續發展，一間位於九龍塘的新消防局及兩間分別位於旺角和葵涌的救護站已經啟用。截至二零零六年年底，全港共有77間消防局、36個救護站及六間滅火輪消防局。各消防局／救護站都設於適當地點，務求在所定的召達時間內，抵達各區的緊急事故現場。

西九龍救援訓練中心已於二零零六年十一月啟用。訓練中心樓高九層，設有先進的滅火及救援訓練設施，用以加強消防人員處理各類火警及災難事故的應變技巧。

To keep pace with Hong Kong's continuous development, a new fire station — Kowloon Tong — and two new ambulance depots — Mongkok and Kwai Chung — were opened. At the end of 2006, there were altogether 77 fire stations, 36 ambulance depots and six fireboat stations operating throughout the territory. They are strategically located to provide an emergency response to all areas within the preset target response times.

The West Kowloon Rescue Training Centre was commissioned in November 2006. The nine-storey training centre is equipped with advanced fire fighting and rescue training facilities to strengthen the tackling skills of the fire personnel in different types of fire and disaster.

西九龍救援訓練中心
West Kowloon Rescue Training Centre



新聞及公共關係

新聞組負責透過傳媒，向市民發布消防處各方面的資訊。新聞組以新聞稿、新聞發布會和簡報會、採訪和訪問，宣傳部門的政策、服務、運作、活動及計劃等。

期內，新聞組每月平均答覆922個來自傳媒及市民的查詢，並安排了大約176個採訪活動，以及舉行了68個新聞發布會/簡報會，向傳媒講解有關消防處的特別及一般事項。

Information and Public Relations

The Information Unit is responsible for disseminating information on various aspects of the Department to the public mainly through the mass media. It publicises the departmental policies, services, operations, events and projects by means of press releases, news conferences, briefings, interviews and visits.

During the year, the Unit answered a monthly average of 922 media and public enquiries, and arranged about 176 interviews and 68 news conferences/briefings for journalists on specific and general subjects relating to the Department.



年終回顧記者會
A year-end press conference



傳媒參觀消防設施
A demonstration of fire equipment for the media



中央電視台製作特輯介紹消防處，訪問處長郭晶強
Director Kwok being interviewed by CCTV for a special programme on FSD



公眾聯絡小組

公眾聯絡小組由30名來自社會各階層的市民組成。除了有助促進消防處與市民的聯繫，使市民更了解本處的工作、理想和使命外，公眾聯絡小組還加強了本處與社區在撲滅火警、防火和履行其他使命時的伙伴關係。

過往多年，小組成員經常在總部總區消防總長主持的會議上，提供有建設性的意見和建議。消防處亦定期邀請小組成員參加結業會操、消防局開放日，參觀滅火及拯救演習，以及參與宣傳及其他活動，使他們更了解本處的工作。

公務員建議書計劃

消防處成立了一個由20名成員組成的消防處公務員建議評審委員會，負責審議各項改善及精簡部門運作與管理系統的建議。委員會一直得到消防處屬員的支持，並收到不少具創意的建議書。

委員會由總部總區副消防總長擔任主席，在二零零六年共收到六份建議書。具創意的參加者已獲頒發嘉許書。

Public Liaison Group

The Public Liaison Group comprises 30 members of the public from all walks of life. The Group helps foster good community relationships and promote public understanding of the Department's work, vision and mission. It also strengthens the Department's partnership with the community in fire fighting, fire protection and other missions.

Over the years, members of the Group have offered constructive views and suggestions in the meetings chaired by the Chief Fire Officer (Headquarters). To give Group members a better understanding of the work of the Department, they were invited to passing-out parades and open days of fire stations, as well as to observe fire and rescue exercises and to take part in publicity campaigns and other activities on a regular basis.

Staff Suggestions Scheme

The 20-member Fire Services Staff Suggestions Scheme Committee formed to consider suggestions for improving and streamlining departmental operations and management systems continued to receive innovative suggestions.

The Committee, chaired by the Deputy Chief Fire Officer (Headquarters), received six suggestions in 2006. Letters of appreciation were awarded to innovative submissions.

第十三屆公眾聯絡小組
The 13th Public Liaison Group

