



行政及後勤支援

Administration & Logistic Support



文職人員為消防處提供行政支援
Civilian staff provide administrative support to FSD



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策劃

總部總區轄下的策劃組，負責策劃有關興建新消防局、救護站、訓練設施和資源調配的事宜，以及監察部門基本工程項目的進度和建造。策劃組亦會就地區發展計劃及城市和商業項目的研究報告，從消防行動角度提供意見。

截至二零一一年年底，全港共有80間消防局、37個救護站、六間滅火輪消防局及一個潛水基地。各消防局/救護站及潛水基地均設於策略性位置，務求在目標召達時間內，抵達各區的緊急事故現場。

Planning

The Planning Group under the Headquarters Command plans for new fire stations, ambulance depots, training facilities and deployment of resources, as well as monitors the progress and construction of departmental capital works projects. The Group also offers advice from an operational point of view on district development plans and study reports on municipal and commercial projects.

At the end of 2011, there were altogether 80 fire stations, 37 ambulance depots, six fire boat stations and a diving base operating throughout the territory. They were strategically located to provide emergency response to all areas within the target response times.



工程人員修理消防車輛
Personnel of the Fire Services Workshops repair fire appliances

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，以及處理有關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；處理把資源用作非緊急用途的申請，以及統籌部門處所及宿舍的改善與保養工程。管理組亦負責安排內地及海外消防同業到訪、監督法律和紀律事宜、職業安全與健康事宜。

資訊科技管理

資訊科技管理組負責監督部門所有資訊及通訊科技事宜，包括資訊及通訊科技策略和保安措施的籌劃，以及為配合電子政府措施及部門運作需要進行資源分配。該組會繼續留意與部門運作有關的資訊及通訊科技發展趨勢和最佳作業方式，以期能透過應用資訊及通訊科技，為市民提供高效率的服務。

工程及運輸

工程及運輸組負責所有與消防車輛、滅火工具及裝備有關的工程事宜，亦為採購及物流組就評估新產品和裝備及採購新消防車輛等事宜提供專業意見和技術支援。

四個消防處工程部由專業及技術人員組成，負責保養、檢修及維修消防車輛、滅火及救援裝備，並改裝消防車輛，以應付行動需要。工程部的緊急支援小組亦會到消防局，即場提供消防車輛及裝備緊急維修服務。如有大型火警及救援事故，緊急支援小組也會趕赴現場，即時提供技術支援。

Management

The Management Group of the Fire Services Headquarters Command 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 and quarters. The Group also arranges visits of the Mainland and overseas counterparts; oversees legal matters and discipline, occupational safety and health matters.

Information Technology Management

Information Technology Management Unit (ITMU) is responsible for overseeing all information and communication technologies (ICT) issues of the Department including the planning of ICT strategy and security and the allocation of resources to meet E-government initiatives and the Department's business needs. ITMU maintains surveillance on ICT trends and best practices relevant to the business of the Department with a view to providing an efficient service to the public through the application of ICT.

Workshops and Transport

The Workshop and Transport Division is responsible for all engineering matters relating to fire appliances, fire-fighting tools and equipment. It also provides professional advice and technical support to the Procurement and Logistics Group in the evaluation of new products and equipment, as well as procurement of new fire appliances.

Staffed by professionals and technical personnel, the four Fire Services workshops provide maintenance, servicing and repairs to fire appliances; firefighting and rescue equipment. Modification of fire appliances is also carried out to meet the operational needs. The workshop's Emergency Backup Unit (EBU) provides emergency on-site repair services to fire appliances and equipment at fire stations. In major fire and rescue incidents, the EBU also attends the scenes to provide prompt technical supports.

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1-2 目前使用的構築物滅火防護服和符合最新國際安全標準的新型呼吸器

Existing structural firefighting protective suit and the new breathing apparatus which aligns with the newest international safety standards

3 旋轉台鋼梯車
Turntable Ladder

3



車輛

截至二零一一年年底，消防處共有924輛行動車輛，包括412輛消防車、345輛救護車和167輛其他類型的支援車。車上配備不同種類的工具及裝備，以配合行動需要。

採購及物流

總部總區轄下的採購及物流組，由具備專業採購資格的文職人員和有行動經驗的消防主任組成，負責策劃、組織及推行部門的採購策略和政策，並以中央統籌模式處理所有採購項目。採購及物流組亦負責管理和採購消防及救護之車輛、工具、制服和個人防護裝備相關的事宜，統籌和擬定所有標書內的投標和合約條款，以符合各採購規例的要求和保障部門的利益。該組亦制定採購及物流事宜的指引及訓令，監督物料供應及裝備的帳目開支，和管理六個消防處物料供應倉，以配合部門的行動需要。

裝備及個人防護裝備

部門一直有檢討及物色更先進的消防車輛、工具及裝備，以提升滅火及救援的效率，並加強保障前線人員的安全。在這方面，「消防工具及標準裝載檢討委員會」定期評估及檢討所有與救援及滅火行動有關的工具。新成立的「消防個人防護裝備諮詢委員會」及「救護個人防護裝備諮詢委員會」亦會評估及檢討所有個人防護裝備。

為了進一步加強保障前線消防人員的安全，抗火性能更佳的新抗火衣及全新數碼無線電通訊系統，已分別於二零一一年四月及八月全面使用。



Appliances

At the end of 2011, the Department had 924 operational vehicles comprising 412 fire appliances, 345 ambulances and 167 other supporting vehicles fitted with different types of tools and equipment to fulfill operational requirements.

Procurement and Logistics

The Procurement and Logistics Group of the Fire Services Headquarters Command is composed of qualified procurement professionals and experienced fire officers. The Group is responsible for planning, organising and implementing the procurement strategy and policy of the Department by adopting a centre-led procurement model for all procurement projects. It manages the procurement of fire and ambulance appliances, equipment, uniform and personal protective equipment, and develops terms and conditions of the departmental tenders and contracts in order to comply with the related government regulations and to protect the interests of the Department. It also develops guidelines and instructions on procurement and logistics matters, monitors the expenditures on stores and equipment, and operates six departmental storehouses to cope with the operational requirements of the Department.

Equipment and Personal Protective Clothing

The Department keeps on reviewing and identifying more advanced fire appliances, tools and equipment to enhance efficiency on rescue and fire-fighting as well as on safety of frontline personnel. In this respect, the Fire Services Equipment and Standard Stowage Review Committee evaluates and reviews on a regular basis all equipment relating to rescue and fire-fighting operations. The newly established Fire Personal Protective Equipment Advisory Committee and Ambulance Personal Protective Equipment Advisory Committee evaluate and review on all personal protective equipment.

To further enhance the safety of frontline fire personnel, the new fire tunics with better fire resistance functions and the new digital radio communication system have been put into use since April and August 2011 respectively.