

消防训练学校为属员提供专业训练
Professional training is provided at
the Fire Services Training School

人力资源管理 HUMAN RESOURCES MANAGEMENT



救护学员正在救护训练学校接受培训
Newly recruited ambulance personnel
undergo training at the Ambulance
Command Training School



消防处调派及通讯组学员在进行训练
Training for new recruits of Mobilising and
Communications Group

人力资源管理 Human Resources Management

消防处人员在职业博览会向参观者介绍消防处的工作
Visitors are briefed on the work of FSD at the Career Expo



编制

截至二零一二年年底，消防处人员的常额编制为9 936人，包括9 266名军装人员和670名文职人员。

财政

二零一一至一二及二零一二至一三财政年度，部门总开支分别为41.73亿元及44.97亿元，占有关年度政府总开支的1.4%及1.5%。

招聘

二零一二年，消防处经严格甄选后，共聘任了380人，包括43名消防队长（行动）、18名救护主任、五名消防队长（控制）、八名消防队目（控制）、156名消防员（行动/海务）及150名救护员。

Establishment

The Department has an establishment of 9 936 at the end of 2012, comprising 9 266 uniformed and 670 civilian members.

Finance

In the 2011-12 and 2012-13 financial years, the total expenditure of the Department amounted to HK\$4 173 million and HK\$4 497 million respectively, representing 1.4% and 1.5% of the total government expenditure of the relevant years.

Recruitment

In 2012, a total of 380 people were recruited after stringent selection processes, including 43 Station Officers (Operation), 18 Ambulance Officers, five Station Officers (Control), eight Senior Firemen (Control), 156 Firemen (Operational/Marine) and 150 Ambulancemen.

培训及发展

消防训练学校

消防训练学校为新聘的消防主任和消防员，提供为期26周的基本灭火与救援训练，亦为在职属员提供持续训练课程。

训练课程包括基本灭火技巧、消防车辆及装备的应用、烟火特性训练、呼吸器的操作、救护学、体能训练、防火、相关法例、物理学和燃烧科学等课题。二零一二年，共有23名消防队长及237名消防员完成基本训练。

香港消防训练学校会继续把消防学员的基本灭火及救援训练视为持续发展计划的重心。年内，初级训练课程已加入「专科专教」环节，有关计划能为消防学员提供有系统及专业的培训，已成为培训学员的新方向。

Training and Development

Fire Services Training School

The school provides 26-week basic firefighting and rescue training to recruit fire officers and firemen as well as continuous training to in-service members.

The training includes basic firefighting techniques, the use of appliances and equipment, compartment fire behaviour training, breathing apparatus, ambulance aid, physical training, fire protection, legislation, physics and science of combustion. In 2012, 23 Station Officers and 237 Firemen have completed the basic training.

Basic firefighting and rescue training to new recruits remains pivotal to the continued development of the Hong Kong Fire Services Training School. During the year, “Teaching by Specialists” has been adopted in the basic training which sets new direction in promoting systemic and professional training to recruits.



保安局局长黎栋国在消防训练学校检阅结业学员
The Secretary for Security, Mr. Lai Tung-kwok, reviews a passing-out parade at the Fire Services Training School



本处继续为在职属员开办各种烟火特性训练课程。在二零一二年，共有124名队目级人员取得烟火特攻员资格，260名消防学员完成初级课程，以及共446名在职行动组属员参加复修课程。

二零一二年，本处特别为见习消防队长开办烟火特性训练中级课程，让他们学习进阶烟火特性训练技术。年内，共有74名见习消防队长参与训练。

年内，本处继续支援教育局，与该局紧密合作，推行「多元智能跃进计划」，为中学生举办一连串的纪律、领导才能和防火的训练。二零一二年，共有1 059名学生及47名老师参加这个计划。

消防处救护训练学校

消防处救护训练学校为各级救护人员提供基本救护学和专门的辅助医疗训练。

新聘的救护主任和救护员须接受为期26周的初级训练，内容包括基本的辅助医疗知识及技巧、相关法例、情绪智商、客户服务、步操、纪律训练、体能训练和救护车随车实习。学员在完成课程后会派驻救护站。

The Department has continued to provide various kinds of Compartment Fire Behaviour Training (CFBT) to Service members. In 2012, 124 non-commissioned officers have attained the Compartment Fire Attacker (CFA) qualification, 260 new recruits have completed the Induction Course and 446 serving operational members have received Refresher and Assessment (R&A) Course.

In 2012, a tailor-made CFBT Intermediate Course was launched with a view to providing the advanced CFBT techniques to Probationary Station Officers. In 2012, 74 Probationary Station Officers have attended such training.

During the year, the Department continued to support and work closely with the Education Bureau to conduct a series of disciplinary and leadership as well as fire protection training to secondary school students under the Enhanced Smart Teen challenge Project. In 2012, 1 059 students and 47 teachers enrolled in the programme.

Fire Services Ambulance Command Training School

The school provides basic ambulance aid and specialised paramedic training to ambulance personnel of different ranks.

Newly recruited Ambulance Officers and Ambulancemen will undergo a 26-week initial training, which comprises basic paramedic knowledge and skills, legislation, emotional intelligence, customer service, foot drills, discipline, physical fitness and on-car attachment. Upon completion of the course, the recruits will be posted to ambulance depots.



消防人员在消防训练学校接受各种不同训练

Fire personnel undergo various kinds of training at the Fire Services Training School

训练学校亦为消防人员提供先遣急救员的训练，以及训练本处文职人员使用简易心脏去颤器。

训练学校又为市民提供免费社区心肺复苏法课程。截至二零一二年年底，共有近26 700名市民受训。由二零零七年起，本处为多间机构及政府部门的员工提供简易心脏去颤器使用法的训练。截至二零一二年年底，已有近8 500名雇员取得简易心脏去颤器的使用资格。

西九龙救援训练中心

西九龙救援训练中心提供持续训练课程，以加强消防人员处理不同类型火警和灾难的技巧。中心设有多种先进的训练设施，包括在模拟隧道和迷宫内进行搜索及救援，以及在不同情况下进行真火训练。二零一二年，共有3 632名属员参加训练。

为加强前线消防人员的救援技巧，部门为他们提供一套四个单元的基础训练课程，包括攀山拯救、高空拯救、交通意外拯救及急流拯救。二零一二年，共有353人次参与上述各项训练。为确保特种救援队队员的技巧和保持水准，部门由二零一二年四月起开办特种救援队覆检课程。年内，共有402名特种救援队队员参与课程。

The school provides training to fire personnel as First Responders and civilian staff of the Department on the use of Public Access Defibrillators (PAD).

The school also conducts free community Cardio-Pulmonary Resuscitation (CPR) training for the public. As at the end of 2012, nearly 26 700 citizens had been trained. Since 2007, PAD training is also provided to the staff of a number of organisations and members of government departments, with nearly 8 500 members qualified to use PAD at the end of 2012.

West Kowloon Rescue Training Centre

The West Kowloon Rescue Training Centre provides continuous training programme to strengthen the skills of fire personnel in tackling different types of fire and disaster. The Centre is equipped with a wide variety of advanced training facilities including search and rescue at simulated tunnel and maze as well as live fire training in various situations. A total of 3 632 members attended the training in 2012.

To strengthen the rescue techniques of frontline fire personnel, the Department provides basic training package consisting of four modules, namely Mountain Rescue, High Angle Rescue, Road Traffic Accident Rescue and Swift Water Rescue. In 2012, the total attendance in various modules of training was 353. With a view to maintaining the standard skill of the Special Rescue Squad (SRS) members, a SRS Revalidation Programme was launched since April 2012. During the year, a total of 402 SRS members have attended the programme.

管理及发展

为提升本处高级官员的专业知识，部门在二零一二年开办发展课程，内容包括紧急事故管理、行动准备能力及危机管理，以及公共行政及应对传媒的训练。部门亦在同年为部属人员开办发展课程，作为核心训练课程之一。年内，部门为40名助理消防区长及高级救护主任开办了两次有关课程。

为了职业发展，在二零一二年有1 451名属员修读公务员培训处举办的各项管理、领导才能、沟通及国家事务研习课程。此外，有61名属员前往英国、美国、加拿大、澳洲、泰国及瑞典，修读各项训练课程。

现场指挥训练

为提高前线消防人员处理火警及紧急事故的能力，消防处利用「消防工作室 4.0」电脑培训软件，为消防处训练学校的消防学员提供名为「高楼大厦火警（第二版）」的现场指挥训练项目。在二零一二年，共有260名消防队长学员及消防学员接受这项训练。

体能训练

体能训练组的主要工作，是为处内人员提供体能训练，并推广体育活动，使他们保持体格强健。

消防处属员的周年体能测验由两部分组成，即耐力跑及体能测试。二零一二年，在7 618名接受测验的属员中，有36.6%取得最高的「优异」(1/A) 等级，只有约1.4%的人员需要覆试。

体能训练组人员经常获委派协助筹办部门的各项体育活动，例如陆运会、水运会及越野赛，并在活动中担任裁判。此外，该组人员亦经常获本地及国际体育团体邀请，于毅行者等体育活动担任裁判。他们并代表本处参与慈善活动/赛事，例如「匡智竞步上云霄」、「港铁竞步赛」及「PACER健康体适能挑战赛」等。

Management and Development

To enhance the professional knowledge of senior officers, a departmental development programme covering emergency management, operational readiness and crisis management, public administration and media training was organised in 2012. In addition, a development programme for subordinate officers was launched in 2012 as a core training programme. Two classes were conducted for 40 Assistant Divisional Officers and Senior Ambulance Officers during the year.

For career development, 1 451 Service members attend various courses on management, leadership, communication and China studies organised by the Civil Service Training and Development Institute in 2012. During the year, 61 members attended various overseas training programmes in the United Kingdom, the United States of America, Canada, Australia, Thailand and Sweden.

Incident Command Training

In order to enhance the capability of frontline fire personnel in handling fire and emergency incidents, an Incident Command Training Programme on “Firefighting in Highrise Building (Version 2)” using training software of “Fire Studio 4.0” was conducted for the recruits of Fire Services Training School. A total of 260 Recruit Station Officers and Recruit Firemen have undergone the training in 2012.

Physical Training

The work of the Physical Training Establishment (PTE) is mainly to provide physical training and to promote sports activities for Service personnel so as to maintain their good physical condition.

The annual Physical Fitness Assessment for Service members consists of two parts – Aerobic Run and Strength Test. In 2012, of the 7 618 Service members who took part in the assessment, 36.6% achieved the top grading of 1/A and only about 1.4% were required to be reassessed.

PTE staff are often deployed to assist in organising and act as officials at Service sports events such as athletic meets, swimming galas and cross country runs. Moreover, they are often invited by local and international sports associations to act as officials for sports events such as the Trailwalker. They also represent the Department to participate in charitable events/ competitions such as the Hong Chi Climbathon, MTR Hong Kong Race Walking and PACER Health Fitness Challenge.



消防学员进行体能训练
Physical training for recruits

专责队伍及兴趣小组

压力辅导组

为协助同事纾解因事故及工作造成的压力，部门成立了压力辅导组。辅导组由超过100名已受训并自愿参与的属员及一位临床心理学家组成，为属员提供心理辅导服务。

纪律专责队伍

部门于二零零九年一月成立「纪律专责队伍」，成员包括274名已受训并自愿参与的主任级人员。为使纪律程序的工作保持高效率，「纪律专责队伍」辖下成立了「纪律聆讯咨询小组」，与「纪律专责队伍」成员分享纪律事宜的知识和提供相关指引。

Specialist Teams and Interest Groups

Stress Counselling Team

The Stress Counselling Team was set up to help colleagues alleviate stress caused by incidents and work. The team comprises more than 100 trained voluntary members and a Clinical Psychologist provides psychological counselling service to members.

Service Disciplinary Team

A Service Disciplinary Team (SDT) comprising 274 trained voluntary officers has been set up since January 2009. In order to maintain high standard of output in the disciplinary proceedings, a Disciplinary Advisory Group under SDT was set up for sharing of knowledge and provision of guidance to SDT members.

火警调查组成员学习使用先进的火警案情重组分析工具「三维场景激光扫描仪」，以协助调查火警起因
Members of Fire Investigation Group learn to use the Deltasphere 3000 IR 3D Scene Digitizer, which is an advanced analysis tool on fire scene reconstruction, to assist their investigations into the cause of fire



火警调查组

火警调查组为现场火警起因的调查工作提供专业支援。该组由有兴趣并自愿参与的前线消防人员组成。二零一二年，共有六名职级为高级消防队长的火警调查员出动，协助调查火警事故。

部门亦成立火警调查兴趣小组，以吸引对火警调查工作有兴趣的前线消防人员加入。部门为小组成员筹办一连串复修课程，以提升他们在火警调查方面的知识。

Fire Investigation Group

The Fire Investigation Group provides professional support for investigation into the causes of fire at scene. The team comprised of interested frontline fire personnel, who voluntarily take up the responsibility. Six Senior Station Officer investigators turned out for fire investigation in 2012.

The Fire Investigation Interest Group was also formed to recruit frontline fire personnel who are interested in fire investigation. A series of refresher courses were organised for group members to enhance their knowledge of fire investigation.

消防工程学兴趣小组

为促进属员对消防工程学的认识，部门在二零一零年十一月成立了消防工程学兴趣小组。

二零一二年，小组筹办了两次到测试实验室的技术探访，观察先进消防设备的运作，如长距离花洒及住宅花洒系统等。

小组联同香港理工大学合办「消防工程研究先锋计划」，促进成员在消防工程方面的专业知识。八名学员积极研究摩天大楼、岩洞、住宅花洒系统、隧道及天井的消防安全事宜，并把部分研究文章投送著名杂志登载，如高层建筑与城市住宅委员会期刊及Tunneling and Underground Space Technology。

消防车辆车厢及工具储物柜设计/ 装置改良兴趣小组

成立消防车辆车厢及工具储物柜设计/装置改良兴趣小组，是为鼓励属员就改良车厢及工具储物柜的设计和行动效率提出意见。二零一二年，小组成员曾就新置的细抢救车车厢及工具储物柜的设计提出宝贵建议。

消防车辆兴趣小组

成立消防车辆兴趣小组，是为提高属员对消防车辆的兴趣，并认识消防车辆的最新设计。二零一二年，小组成员曾就泵车、细抢救车、油压升降台及旋转台钢梯车的采购事宜提出意见。

福利

消防福利主任负责消防人员的福利事宜，就伤病、房屋、财政和家庭困难提供意见。消防福利主任除了就消防处人员的福利事宜与政府部门及其他机构联络外，亦会为住院员工安排探访活动，并筹划和推行员工福利计划。二零一二年，消防福利主任与165名在职或退休员工及其家属面谈，并就他们个人及家庭的事宜提供辅导。

Fire Engineering Interest Group

To promote a better understanding of fire engineering among Service members, a Fire Engineering Interest Group was established in November 2010.

In 2012, the interest group arranged two technical visits to testing laboratories for observing the performance of state-of-the-art fire service installations like long throw sprinkler and domestic sprinkler.

In collaboration with the Hong Kong Polytechnic University, the interest group organised a joint Mentorship programme to foster members' professionalism in fire engineering matter. Eight mentees were conducting active researches on fire safety matters in supertall buildings, cavern, domestic sprinkler, tunnel and atrium. Some of their research papers were submitted to renowned journals, like the Council of Tall Buildings and Urban Habitat Journal and Tunneling and Underground Space Technology.

Fire Appliances Cabin and Locker Design/ Modification Interest Group

The Interest Group in Fire Appliances Cabin and Locker Design/Modification was set up to encourage members to contribute their views on improving Cabin & Locker design and efficiency of operation. In 2012, the Group had contributed their valuable opinion in the Cabin and Locker design of the newly procured Light Rescue Unit.

Fire Appliance Interest Group

The Interest Group in Fire Appliance was established to develop members' interest in fire appliances and keep track of the latest design of appliances. In 2012, members had offered their views on procurement of Major Pump, Light Rescue Unit, Hydraulic Platform and Turntable Ladder.

Welfare

The Fire Services Welfare Officer (FSWO) advises on welfare matters affecting Service members, including injury, sickness, housing, financial and domestic difficulties. Apart from liaising with Government departments and other agencies on matters relating to the welfare of Service members, FSWO also arranges visits to hospitalised members, and organises and implements staff welfare schemes. In 2012, FSWO interviewed and counselled 165 serving and retired members and their families on personal and domestic affairs.

员工关系

部门设有妥善的沟通途径，鼓励管职双方定期交流。这些途径包括消防处部门协商委员会、总区联谊会和分区联谊会，以及文职人员协商委员会。这些委员会及联谊会提供有效的平台，让管职双方就涉及共同关注的事宜交换意见。

为加深了解前线人员的需要，处长会探访各前线单位，并为各级人员举行座谈会，与他们直接沟通。副处长则与员工协会定期会面，商讨关乎员工工作、福利、服务条件及福利的事宜，有需要时与员工就备受关注的事宜进行磋商，以便就新的管理措施搜集职方意见，并就职方关注的事项提供资料。

Staff Relations

There are well-established channels of communication within the Department to encourage regular dialogue between the management and staff. These communication channels include the Fire Services Departmental Consultative Committee (FSDCC), the Staff Relations Units of Commands and Divisions, and the Civilian Staff Consultative Committee (CSCC). These committees and staff relations units provide useful forums for the exchange of views between the management and staff on matters of common interest.

To better understand the needs of frontline Service members, the Director pays visits to frontline units and holds forums with different levels of staff to communicate with them directly. The Deputy Director meets with staff associations regularly to discuss issues affecting their work, benefits, conditions of service and well-being. He also holds discussions with staff on topical issues as required to seek their views on new management initiatives and disseminate information on matters of interest.

消防处人员参与二零一二特殊奥运执法
人员火炬慈善跑
FSD members participate in the Law
Enforcement Torch Run for Special
Olympics 2012





处长陈楚鑫(后排右五)在澳洲与参加「二零一二世界消防竞技大赛」的部门健儿合照

Director Chan Chor-kam (fifth right, back row) pictures with FSD athletes participating in the 2012 World Firefighters Games held in Australia

体育及康乐

部门一向鼓励属员致力在工作与家庭生活两方面取得平衡，务求能符合身为紧急部队人员在体能和心理质素方面的严格要求。因此，香港消防处体育福利会举办多项体育活动、兴趣小组、康乐和社交活动，以及节日庆祝活动。有关活动深受欢迎，现职和退休属员及其家属均踊跃参与，鼎力支持。此外，多个兴趣小组及多位运动队伍成员亦参与外间机构举办的体育和文化活动，成绩令人鼓舞。

年内，本处运动队伍在多项跨部门和其他本地赛事中表现出色，获奖无数。在澳洲悉尼举办的「二零一二世界消防竞技大赛」，香港消防代表团在总成绩方面赢得亚军，并刷新纪录，获得255面奖牌，包括97面金牌、84面银牌及74面铜牌。

Sports and Recreation

The Department always strives to encourage members to strike a balance between work and family life in order to meet the demanding requirements on physical fitness and mental strength as emergency responders. In this regard, the Hong Kong Fire Services Sports and Welfare Club organises various sports events, interest groups, recreational and social activities as well as festive celebrations. With the full and active support from both serving and retired members as well as their families, the activities are welcomed by the members. In addition, various interest groups and sports group members also participate in external sports and cultural activities with encouraging results.

During the year, the Department's sports teams performed extraordinarily well in both inter-departmental events and other local events and won numerous medals. In the 2012 World Firefighters Games held in Sydney, Australia, the Hong Kong Fire Services delegation, being the overall first runner-up, snatched a record-breaking of 255 awards including 97 gold, 84 silver and 74 bronze medals.