

人力资源 管理 HUMAN RESOURCES MANAGEMENT

消防处属员在消防通讯中心接受训练。
FSD personnel receive training in the Fire Services Communications Centre.



救护人员透过参与演习提升行动效率。
Ambulance personnel enhance their operational efficiency by participating in an incident drill.



消防人员进行灭火训练。
Fire personnel getting firefighting training.

人力资源管理

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 the FSD at the Career Expo.



编制

截至二零一四年年底，消防处的人员编制为10,162人，包括9,446名军装人员和716名文职人员。

财政

二零一三至一四及二零一四至一五财政年度，部门总开支分别为46.77亿元及49.96亿元，占有关年度政府总开支的1.4%及1.6%。

招聘

二零一四年，消防处经严格甄选后，共聘任了379人，包括23名消防队长（行动）、三名消防队长（控制）、七名消防队目（控制）、一名消防队目（食堂督导员）、201名消防员（行动／海务）、七名消防员（工程组）及137名救护员。

Establishment

The Department has an establishment of 10,162 at the end of 2014, comprising 9,446 uniformed and 716 civilian staff.

Finance

In the 2013-14 and 2014-15 financial years, the total expenditure of the Department amounted to \$4,677 million and \$4,996 million respectively, representing 1.4% and 1.6% of the total government expenditure of the corresponding years.

Recruitment

In 2014, a total of 379 people were recruited after stringent selection processes, including 23 Station Officers (Operational), three Station Officers (Control), seven Senior Firemen/Firewomen (Control), one Senior Fireman (Canteen Supervisor), 201 Firemen (Operational/Marine), seven Firemen (Workshops) and 137 Ambulancemen/Ambulancewomen.



政务司司长林郑月娥在消防训练学校结业会操中检阅一批结业学员（左图）。

The Chief Secretary for Administration, Mrs Carrie Lam, reviewing graduates at a passing-out parade held in the Fire Services Training School (left).

完成基本训练的结业学员（右图）。

The graduates on completion of their basic training (right).



培训及发展

消防训练学校

消防训练学校为新聘的消防队长和消防员，提供为期26周的留宿初级训练。训练课程内容广泛，包括部门行政、基本灭火及救援技巧、管理及领导才能、消防学、消防工程学、消防车辆及装备的应用、烟火特性训练、呼吸器的操作、基本救护学、体能训练、防火及相关法例。二零一四年，共有55名消防队长学员及216名消防员学员完成基本训练。

训练学校为消防队目（控制）及消防员（工程组）提供初级训练，并为内部聘任的消防队长提供入职培训。年内，有五名内部聘任的消防队长（行动）、三名内部聘任的消防队长（控制）及六名新聘的消防队目（控制）完成有关训练。

Training and Development

Fire Services Training School

The Fire Services Training School provides 26-week initial residential training to recruit Station Officers and Firemen. A wide curriculum for the initial training includes departmental administration, basic firefighting and rescue techniques, management and leadership, fire science, fire engineering, use of appliances and equipment, compartment fire behaviour training, breathing apparatus, basic ambulance aid, physical training, fire protection and legislation. In 2014, 55 recruit Station Officers and 216 recruit Firemen completed the basic training.

Initial training for Senior Firemen/Firewomen (Control), Firemen (Workshops) and induction training for in-service appointed Station Officers are provided by the School. During the year, five in-service appointed Station Officers (Operational), three in-service appointed Station Officers (Control), six Recruit Senior Firemen/Firewomen (Control) completed their training.

训练学校亦为外地同业及私人机构员工提供灭火技巧训练。二零一四年，有19名澳门消防主任及330名私人机构员工完成有关基本灭火、呼吸器、署任消防队长督导训练，以及油库、楼宇结构及高层楼宇灭火的课程。

本处继续为属员开办各种烟火特性训练课程。在二零一四年，共有33名行动组属员取得烟火特攻员资格，277名消防学员完成入职课程，108名在职行动组属员参加进修课程，以及50名见习消防队长参加烟火特性训练中级课程。年内，共有七名高级消防队长及一名消防队长受训成为烟火特性训练教官。

为使烟火特性训练教官掌握更深入的教学知识及灭火技巧，两名烟火特性训练教官于二零一四年九月参加在比利时泽德尔海姆(Zedelgem)的T型货柜教官课程及阿瑟(Asse)的3D灭火课程，而课程均为期一周。二零一四年，共有1,106名行动组属员获委派为消防安全支援队队员，以加强部门在须长时间处理的大型火警事故中的灭火能力，并推行事故后的消防安全计划。

The School also provides training on firefighting techniques to foreign counterparts and private organisations. In 2014, 19 fire officers from Macao and 330 employees from private organisations completed courses on basic firefighting, breathing apparatus, acting Station Officer induction training, and oil tank, building structure and high-rise building firefighting.

The Department has continued to provide various kinds of compartment fire behaviour training (CFBT) to Fire Services members. In 2014, 33 operational members attained the compartment fire attacker (CFA) qualification, 277 new recruits completed the induction course, 108 serving operational members received the refresher and assessment course, and 50 Probationary Station Officers attended the CFBT intermediate course. During the year, seven Senior Station Officers and one Station Officer were trained as CFBT instructors.

In order to equip CFBT instructors with better knowledge of teaching and firefighting skills, two CFBT instructors attended a one-week T-cell instructor course in Zedelgem, Belgium, and a one-week 3D firefighting course in Asse, Belgium in September 2014. In 2014, 1,106 operational members were deployed as members of the Incident and Fire Safety Support Unit to strengthen the firefighting capability in major and prolonged fire incidents and to implement the post-incident fire safety programme.



消防人员正进行
灭火训练。

Fire personnel
undergoing
firefighting
training.



消防人员重温烟火特性理论(左图)及进行烟火特性训练(右图)。

FSD personnel attending a refresher course on fire behaviour theories (left) and undergoing compartment fire behaviour training (right).



为提高行动组属员的行动效率，本处在二零一四年开办烟火特性通风课程，着重教授烟火特性通风策略，亦会重温烟火特性理论。为节省学员的交通时间，上述课程利用柴湾消防局的灭火训练车授课。二零一四年，共有301名行动组属员参加这个课程。

In order to enhance the operational efficiency of the operational members, a new course on compartment fire ventilation was introduced in 2014. The course focuses on ventilation strategies in compartment fires with a recap of fire behaviour theories. In order to save travelling time of trainees, the course makes use of the Firefighting Training Unit located at Chai Wan Fire Station. In 2014, 301 operational members attended the course.

为了让合格的烟火特攻员重温灭火技巧及知识，本处在二零一四年推出为期一天的进修课程，共有30名合格的烟火特攻员参加。

In order to refresh the firefighting skill and knowledge of qualified CFAs, a one-day refresher course was introduced in 2014. A total of 30 qualified CFAs attended this course.

训练学校与教育局合办「多元智能跃进计划」，旨在为中学生提供纪律、领导才能和防火的训练。二零一四年，共有950名学生及63名教师参加这个计划。

The School and the Education Bureau co-organised an Enhanced Smart Teen Project aiming at providing discipline, leadership and fire protection training to secondary school students. In 2014, 950 students and 63 teachers enrolled for this project.

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事故的技巧。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实火训练。在二零一四年，共有3,243名属员接受训练。

West Kowloon Rescue Training Centre

The West Kowloon Rescue Training Centre provides continuous training programmes to strengthen the skills of the fire personnel in tackling different types of fires and incidents. The Centre is equipped with a wide variety of advanced training facilities including search and rescue at a simulated tunnel and maze as well as live fire training in different situations. A total of 3,243 members attended the training in 2014.



西九龙救援训练中心为消防处人员提供持续训练课程。

The West Kowloon Rescue Training Centre provides continuous training to Fire Services personnel.

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及消防人员提供救护学和专门的辅助医疗训练，亦为市民安排不同的课程。

Fire Services Ambulance Command Training School

The Fire Services Ambulance Command Training School provides ambulance aid and specialised paramedic training to ambulance personnel of different ranks and fire personnel. Besides, it also offers various courses to the general public.



消防处救护训练学校为救护人员提供基本救护训练（左图）及二级急救医疗助理训练（右图）。

The Fire Services Ambulance Command Training School gives basic ambulance aid training (left) and Emergency Medical Assistant II training (right) to ambulance personnel.



新聘的救护主任和救护员须在训练学校接受为期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履行职务。二零一四年，共有137名救护员学员接受初级训练。

部门会挑选有经验的救护人员修读由训练学校举办的二级急救医疗助理训练课程，为期21周。成功修毕课程的学员将合乎资格成为二级急救医疗助理。该项资格获辅助医疗学院及卑诗省同济专科学校认可，须每三年重新考核一次。二零一四年，共有138名消防处属员参加二级急救医疗助理训练课程。

训练学校亦为消防人员提供各项培训，例如为学员提供基本救护学课程，并为先遣急救员提供救护学进阶课程。训练学校又为市民安排免费社区心肺复苏法课程，以及为市民和不同政府部门的员工安排自动心脏去颤法训练。二零一四年，有883名市民接受社区心肺复苏法训练及384名市民接受自动心脏去颤法训练。

Newly recruited Ambulance Officers and Ambulancemen/Ambulancewomen will undergo a 26-week initial training in the School, which comprises basic paramedic knowledge and skills, legislation, emotional intelligence, customer service, foot drills, discipline training, physical fitness and on-car attachment. Upon completion of the course, the recruits will be posted to ambulance depots to discharge their duties. In 2014, 137 recruit Ambulancemen/Ambulancewomen received the initial training.

Experienced ambulance personnel will be selected to attend a 21-week Emergency Medical Assistant II (EMA II) Training Course provided by the School. Successful candidates will be qualified as EMA II. This qualification, accredited by the Paramedic Academy and Justice Institute of British Columbia, is required to be revalidated every three years. In 2014, a total of 138 Fire Services members attended the EMA II training course.

The School provides training to fire personnel, such as the basic ambulance aid training for the recruits and the advanced ambulance aid training at the first responders level. The School also arranges free community cardio-pulmonary resuscitation (CCPR) training for the the public, and public access defibrillation (PAD) training for the public and staff of different government departments. In 2014, 883 members of the public received the CCPR training; 384 received the PAD training.

管理及发展培训

为了职业发展，在二零一四年有1,202名本处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。年内亦有50名属员分别前往英国、美国、加拿大、澳洲、比利时、泰国及新加坡修读不同的训练课程。

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」及「高级灾难管理系统电脑模拟训练」电脑培训软件，为消防训练学校的学员提供高楼大厦火警的现场指挥训练。在二零一四年，共有136名消防队长学员及消防员学员接受这项训练。

体能训练

体能训练组为本处人员提供体能训练，并推广体育活动，使他们保持体格强健。

本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。二零一四年，在8,036名接受测验的属员中，有33.8%取得最高的「优异」（1/A）等级，只有约3%的人员需要再行测试。

体能训练组人员经常获委派协助筹办消防处的各项体育活动，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慈善团体邀请，于体育活动担任裁判，例如乐施会毅行者及香港器官移植及透析人士运动会等。他们亦代表本处参与慈善活动和赛事，例如「匡智竞步上云霄」。

Training on Management and Development

For career development, 1,202 Fire Services members attended various courses on management, leadership, communication and China studies organised by the Civil Service Training and Development Institute in 2014. During the year, 50 members attended various overseas training programmes in the United Kingdom, the United States of America, Canada, Australia, Belgium, Thailand and Singapore.

Incident Command Training

In order to enhance the capability of the frontline fire personnel in handling fire and emergency incidents, an incident command training programme on firefighting in high-rise buildings using training software “Fire Studio 4.0” and “Advanced Disaster Management Simulator” was arranged for the recruits of the Fire Services Training School. A total of 136 Recruit Station Officers and Firemen received the training in 2014.

Physical Training

The Physical Training Establishment (PTE) provides physical training and promotes sports activities for the Fire Services personnel so as to maintain their good physical condition.

The annual Physical Fitness Assessment for the Fire Services members consists of two parts – Aerobic Run and Strength Test. Out of 8,036 Fire Services members took part in the assessment in 2014, 33.8% achieved the top grading of 1/A and only about 3% were required to be reassessed.

The PTE staff are often deployed to assist in organising and act as officials at Fire Services sports events such as athletic meets, swimming galas and cross-country runs. Moreover, they are often invited by local and international charitable associations to act as officials for sports events such as the Oxfam Trailwalker competitions and the Hong Kong Transplant and Dialysis Games. They also represent the Department to participate in charitable events/competitions such as the Hong Chi Climbathon.



体能训练让消防处人员保持强健体格。

Physical training is provided for Fire Services personnel to maintain their good physical condition.

专责队伍及兴趣小组

压力辅导组

为协助同事纾缓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85名已受训并自愿参与的属员组成，提供辅导服务。

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266名已受训并自愿参与的主任级人员。为使属员在纪律研讯方面的工作保持高水准的表现，纪律专责队伍辖下成立了「纪律聆讯谘询小组」，与纪律专责队伍分享纪律事宜的知识，并向其成员提供指引。

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 85 trained voluntary members providing the counselling service.

Service Disciplinary Team

A Service Disciplinary Team (SDT) comprising 266 trained voluntary officers was set up in January 2009. In order to maintain a high standard of performance in disciplinary proceedings, a Disciplinary Advisory Group under the SDT has been set up for sharing knowledge and providing guidance to SDT members.



「三维场景激光扫描仪」协助火警调查。

The Deltasphere 3000 IR 3D Scene Digitizer assists fire investigation.

消防车辆车厢及工具储物柜设计／装置改良兴趣小组主席吴伟强主持委任仪式。

The Chairman of the Fire Appliances Cabin and Locker Design/Modification Interest Group, Mr Ng Wai-keung, officiates at the appointment ceremony.



火警调查组

火警调查组为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主任级人员组成。二零一四年，共有四名火警调查员参与协助调查火警事故。此外，本处年内又招募了28名前线消防主任担任火警调查员。部门为小组成员筹办一连串进修课程，以提升他们在火警调查方面的知识。另外，有九名火警调查员曾到外地参与专门的火警调查课程。

消防车辆车厢及工具储物柜设计/装置改良兴趣小组

部门成立消防车辆车厢及工具储物柜设计/装置改良兴趣小组，旨在鼓励属员就改良车厢及工具储物柜的设计和行行动效率提出意见。小组现时有50名成员。

消防工程学兴趣小组

为丰富本处属员的消防工程学知识，部门在二零一零年十一月成立了消防工程学兴趣小组。自二零一一年起，小组联同香港理工大学合办「消防工程研究先锋计划」，以促进成员在消防工程方面的专业知识。有四名学员就摩天大楼、岩洞、住宅花洒系统、隧道及行车隧道的消防安全设施进行研究。

Fire Investigation Group

The Fire Investigation Group provides professional support for investigations into the causes of fires. The team comprises interested frontline officers who voluntarily take up the responsibility. In 2014, four fire investigators were turned out for fire investigations. Besides, 28 frontline fire officers were recruited as fire investigators during the year. A series of refresher courses were organised for them to enhance their knowledge of fire investigations. On the other hand, nine fire investigators had attended overseas courses on specialist fire investigations.

Fire Appliances Cabin and Locker Design / Modification Interest Group

The Fire Appliances Cabin and Locker Design/Modification Interest Group is set up to encourage members to contribute their views on improving cabin and locker design as well as the efficiency of operation. The Group currently comprises 50 members.

Fire Engineering Interest Group

To enrich fire engineering knowledge among Fire Services members, a Fire Engineering Interest Group was established in November 2010. In collaboration with the Hong Kong Polytechnic University, the Group has organised a joint mentorship programme to foster members' professionalism in fire engineering since 2011. Four mentees conducted research into fire safety provisions in supertall buildings, caverns, domestic sprinklers, tunnels and vehicular tunnels.

国际期刊「Tunnelling and Underground Space Technology」在二零一四年刊登了一篇有关香港岩洞消防安全策略的研究文章。为了与本处属员分享研究成果，小组于二零一四年六月在九龙塘消防局演讲厅举行为期两天的消防工程学研究简介会，反应十分热烈，有超过400名本处人员出席。

消防车辆兴趣小组

部门成立消防车辆兴趣小组，旨在提高属员对消防车辆的兴趣，并认识消防车辆的最新设计。小组现时有50名成员，他们会定期会面，就新置的车辆提出宝贵意见。

消防个人防护装备谘询委员会

消防个人防护装备谘询委员会统筹各消防单位对个人防护装备的意见，以提升有关装备对属员的防护。其成员包括采购及物流组及职业安全健康分组人员、各消防总区安全协调主任和有关工会的代表。委员会每两个月举行会议讨论及认为有需要时，会将有关防护装备的意见转交至采购及物流组跟进。

诚信管理委员会

诚信管理委员会致力提高消防处在诚信管理方面的成效。在二零一四年，委员会以「廉直守纪，奉公以诚」为主题推行一系列工作，提醒属员谨慎行事，切勿作出违反诚信的行为。为显示部门对诚信管理的重视，处长黎文轩于二零一四年九月在一个典礼上签署诚信管理使命宣言。该宣言已张贴于本处各个单位，提醒属员时刻秉持廉直守纪，奉公以诚的工作态度。

各总区亦已成立总区诚信管理委员会，由副消防总长或副救护总长领导有关工作，以提醒属员注意所属总区内一些因其特定职务性质而较易出现不当行为的工作范畴，并制订防范措施。

A research paper on the fire safety strategies for caverns in Hong Kong was published by international journal “Tunnelling and Underground Space Technology” in 2014. To share the research findings with FSD members, fire engineering research presentations which lasted for two days were held in June 2014 at the Auditorium of Kowloon Tong Fire Station. The response was overwhelming, and over 400 FSD personnel attended the presentations.

Fire Appliance Interest Group

The Fire Appliance Interest Group is established to develop members' interest in fire appliances and to keep abreast the latest design. The Group comprising 50 members meets regularly to offer valuable views on the newly procured appliances.

Fire Personal Protective Equipment Advisory Committee

The Fire Personal Protective Equipment Advisory Committee coordinates comments on the personal protective equipment from all units in the fire stream with a view to enhancing protection for the FSD personnel. It comprises members from the Procurement and Logistics Group, Occupational Safety and Health Unit, all Command Safety Coordinators in the fire stream and representatives from related staff side associations. Regular meetings are to be held bi-monthly. Comments which have been made at the meetings and are deemed necessary for consideration will be given to the Procurement and Logistics Group for follow-up actions.

Integrity Management Committee

The Integrity Management Committee aims to promote the effectiveness in implementing integrity management in the Department. In 2014, a series of programmes were launched under the theme of “We serve the public with integrity and honesty” to remind service members to be cautious when discharging their duties and to avoid any acts that may undermine the integrity of the FSD. To demonstrate the Department's emphasis on integrity management, Director Lai Man-hin signed the Integrity Management Policy Statement at a ceremony in September 2014. The statement has been displayed in various units of the Department to remind service members of the need to uphold their integrity and honesty in serving the public at all times.

Besides, a Command Integrity Management Committee, led by a Deputy Chief Fire Officer or Deputy Chief Ambulance Officer, has been set up in each Command to draw service members' attention to the work areas that may more likely induce malpractices due to their specific job nature, and to formulate corresponding preventive measures.

福利

消防福利主任就本处属员在伤病、住屋、财政和家庭困难等方面的福利事宜提供意见。消防福利主任除了就消防处属员的福利事宜与政府部门及其他机构联络外，亦会安排探访住院的属员，并筹划和推行员工福利计划。二零一四年，消防福利主任与186名在职或退休属员及其家属面谈，并就他们个人及家庭的事宜提供辅导。

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 and 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。

为加深了解本处前线人员的需要，处长和副处长会探访各前线单位，与不同级别的人员直接沟通，并与员工协会定期会面，商讨关乎员工工作、福利、服务条件及福祉等事宜，亦会在有需要时与员工进行磋商，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。

体育及康乐

紧急服务人员在体能及心理质素的要求严格。部门一向鼓励属员常做运动，保持健康的生活方式，以达到这要求。因此，香港消防处体育福利会举办多项体育活动、兴趣小组，以及康乐和社交活动。

年内，本处成立了一个全方位的兴趣小组，向属员推广健康的生活方式。有关活动深受欢迎，现职和退休属员及其家属均鼎力支持。此外，多个兴趣小组及多名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。

Welfare

The Fire Services Welfare Officer (FSWO) advises on welfare matters of the Fire Services 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 the Fire Services members, the FSWO also arranges visits to hospitalised members, and organises and implements staff welfare schemes. In 2014, the FSWO interviewed and counselled 186 serving and retired members and their families on personal and domestic affairs.

Staff Relations

There are well-established channels of communication within the Department to encourage regular dialogues between the management and staff. These communication channels include the Fire Services Departmental Consultative Committee, the Staff Relations Units of Commands and Divisions, and the Civilian Staff Consultative Committee. 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 the frontline Fire Services members, the Director and Deputy Director pay visits to frontline units so as to communicate with staff of different ranks directly and meet with staff associations regularly to discuss issues affecting their work, benefits, conditions of service and well-being. They also hold discussions with staff as required to seek their views on new management initiatives and disseminate information on matters of interest.

Sports and Recreation

The Department always advocates its members to exercise regularly to achieve a healthy lifestyle 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.

A holistic interest group which aims to promote members' awareness of healthy lifestyle was established in the year and has gained full support from both serving and retired members as well as their families. In addition, various interest groups and sports group members also participate in external sports and cultural activities with encouraging results.



(反时针方向)
消防处人员参与
消防处陆运会、消
防处水运会及港
澳消防埠际赛。

(Counterclockwise)
FSD members
participating in
the Fire Services
Athletic Meet, FSD
Swimming Gala
and the Hong Kong
and Macao Fire
Services Interport
Competition.

