

行政及
后勤支援
ADMINISTRATION &
LOGISTICAL
SUPPORT



消防队目检查呼吸器，保障前线人员的安全。

A Senior Fireman inspecting a breathing apparatus to ensure personal safety of frontline members.

文职人员为消防处
提供行政支援。

Civilian members
provide administrative
support to the
Department.



工程部人员修理消防车辆。

A staffer of the Fire Services
workshops repairing a fire appliance.



启德消防局于2013年投入服务。

The Kai Tak Fire Station has been in operation since 2013.



兴建中新上水救护站的照片。

A picture of the new Sheung Shui Ambulance Depot under construction.

策划

总部总区辖下的策划组，负责策划有关兴建新消防局、救护站、训练设施和资源调配的事宜，以及监察部门基本工程项目的进度。策划组亦会从消防行动角度，就地区发展计划及城市和商业项目的研究报告提供意见。

截至二零一四年年底，全港共有81间消防局、38间救护站、六间灭火轮消防局及一个潜水基地。各消防局／救护站及潜水基地均设于策略性位置，务求在目标召达时间内抵达不同地区的紧急事故现场。

Planning

The Planning Group under the Headquarters Command is responsible for planning new fire stations, ambulance depots, training facilities and deployment of resources, as well as monitoring the progress of departmental capital works projects. From the operational viewpoint, the Group also offers advice on district development plans and study reports on municipal and commercial projects.

At the end of 2014, there were altogether 81 fire stations, 38 ambulance depots, six fireboat stations and a diving base operating throughout the territory. They are strategically located so as to respond within the target response time to emergencies in different areas.

管理

总部总区辖下的管理组，负责统筹、分配及有效使用部门的现有资源，以及处理有关调配人手及车辆到各总区的行政事宜。管理组亦负责发布和执行部门的政策及训令；处理以资源作非紧急用途的申请，以及统筹部门处所及宿舍的改善与保养工程。管理组亦负责安排内地及海外消防同业到访香港、监督法律和纪律事宜、职业安全与健康事宜，并为所有军装人员提供制服及装备。

资讯科技管理

资讯科技管理组负责监督部门资讯及通讯科技事宜，包括资讯及通讯科技策略和保安措施的筹划，以及为配合电子政务措施及部门运作需要而进行的资源分配。该组会监察与部门运作有关的资讯及通讯科技发展趋势和最佳作业方式，希望能透过应用资讯及通讯科技，为市民提供高效率的服务。

工程及运输

工程及运输组负责所有与消防车辆、灭火工具及装备有关的工程事宜，亦为采购及物流组就评估新产品和装备及采购新消防车辆等事宜提供专业意见和技术支援。

消防处四个工程部由专业及符合有关技术资格的消防员组成，负责保养、检查及维修消防车辆、灭火及救援装备，并改装消防车辆，以应付行动需要。工程部的紧急支援小组亦会到消防局，即场提供消防车辆及装备紧急维修服务。如有大型火警及救援事故，紧急支援小组也会赶赴现场，即时提供技术支持。

Management

The Management Group of the Fire Services Headquarters Command is responsible for the co-ordination, distribution and efficient use of existing resources in 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 to Hong Kong for Mainland and overseas counterparts; oversees legal matters and discipline, occupational safety and health matters as well as the provision of uniforms and accoutrements for all uniformed members.

Information Technology Management

The Information Technology Management Unit (ITMU) is responsible for overseeing all information and communications technologies (ICT) matters of the Department, including the planning of the ICT strategy and security, and the allocation of resources to meet E-government initiatives and the Department's business needs. The ITMU monitors 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 the ICT.

Workshops and Transport

The Workshop and Transport Division is responsible for all engineering matters relating to fire appliances, firefighting 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 the procurement of new fire appliances.

Staffed by professionals and technically qualified firemen, the four Fire Services workshops provide maintenance, servicing and repairs to fire appliances, firefighting and rescue equipment. Modifications of fire appliances are 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 support.



消防处购置不同类型的车辆以配合行动需要。

The FSD is equipped with various types of vehicles to meet operational needs.

车辆

截至二零一四年年底，消防处共有1,006辆行动车辆，包括416辆消防车、412辆救护车和178辆其他类型的支援车辆。车上配备不同种类的工具及装备，以配合行动需要。

采购及物流

总部总区辖下的采购及物流组，由政府物流服务署人员和有行动经验的消防人员组成，负责策划、组织及推行部门的采购策略和政策，并以中央统筹模式处理所有采购项目。该组每年均会订定部门的采购优先次序及目标，亦负责制定采购及物流事宜的指引及训令；监察物料及装备的开支，以及管理六个消防处物料供应仓，以配合部门的行动需要。

Appliances

At the end of 2014, the Department had 1,006 operational vehicles comprising 416 fire appliances, 412 ambulances and 178 other supporting vehicles fitted with different types of tools and equipment to fulfil operational needs.

Procurement and Logistics

The Procurement and Logistics Group of the Fire Services Headquarters Command is staffed by personnel from the Government Logistics Department 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 sets out procurement priority and targets on a yearly basis. It also develops guidelines and instructions on procurement and logistics matters, monitors the expenditure on stores and equipment, and operates six departmental storehouses to cope with the operational requirements of the Department.

因应西非地区于2014年首季爆发伊波拉病毒，消防处制订了处理疑似／确诊伊波拉病毒个案的行动指引，加强保护前线人员，并为属员采购及提供足够的个人防护装备，包括特衛强即弃保护衣连头套、胶围裙、头带型贴面眼罩、N95口罩、保护面罩、检查用手套（双层）及胶靴。右图显示救护人员穿上全副装备。

In response to the outbreak of Ebola virus in West Africa in the first quarter of 2014, the FSD has drawn up operational guidelines on handling suspected/confirmed Ebola virus cases to strengthen the protection of frontline staff. The Department procures and provides sufficient personal protective equipment for the personnel, including Tyvek barrierman coverall disposable gowns, plastic aprons, tight seal goggles, N95 masks, face shields, examination gloves (double layer) and rubber boots. The right picture shows an ambulanceman in full gear.

头带型贴面眼罩
Tight seal goggle



保护面罩
Face shield



N95口罩
N95 Mask



检查用手套
Examination gloves

胶靴
Rubber boots



装备及个人防护装备

部门不断检讨和物色先进及符合最新标准的消防车辆、灭火及个人防护装备，以提升行动效率和加强个人安全。就此，消防工具及标准装载检讨委员会评估及检讨所有与救援及灭火行动有关的装备。消防个人防护装备咨询委员会及救护个人防护装备咨询委员会亦定期评估及检讨所有个人防护装备。

为加强保障消防员在处理如山火、不涉及火警的特别服务、爆炸和涉及危害物质风险等事故时的安全，部门以PBI matrix构筑物灭火防护服的外层取代「普班」轻便灭火防护服，新安排已于二零一四年四月全面实施。为了进一步提升本处人员处理塌树事故的行动能力，部门于二零一四年三月引入新型号的专业手锯，又于二零一四年十月采用新的发光二极管(LED)区域照明系统，特别在偏远地点及于夜间为事故现场提供足够照明。部门亦将救援三脚架和相关设备分配予所有大抢救车及细抢救车，以提升本处人员在密闭空间进行救援时的行动能力和效率。

Equipment and Personal Protective Equipment

The Department keeps on reviewing and identifying fire appliances, firefighting equipment and personal protective equipment of advanced technologies and the latest standards to enhance operational efficiency and personal safety. In this connection, the Fire Services Equipment and Standard Stowage Review Committee evaluates and reviews all equipment relating to rescue and firefighting operations. The Fire Personal Protective Equipment Advisory Committee and the Ambulance Personal Protective Equipment Advisory Committee evaluate and review all personal protective equipment on a regular basis.

To enhance the safety of firefighters whilst attending incidents, such as vegetation fires, special services with no fire, explosion and hazardous material risks incidents, a new arrangement of replacing “Proban” light weight firefighting protective suit by the outer shell of PBI matrix structural firefighting protective suit has been fully implemented by April 2014. With a view to further enhancing our operational capabilities in handling tree collapse incidents, a new model of professional hand saw was introduced in March 2014. Moreover, a new light-emitting diode (LED) area lighting system, which provides adequate lighting at incident scenes especially in remote areas and during dark hours, was put into use in October 2014. The Department has also extended the allocation of rescue tripods and associated equipment to each Major Rescue Unit and Light Rescue Unit to enhance the operational capabilities and efficiency in dealing with rescue operations in confined spaces.

消防处人员穿着配合高空拯救行动的个人防护装备。
The FSD personnel gear up for high angle rescue operations.



轻巧稳固的三脚架，适用于狭隘的行动现场。
A light and sturdy tripod is suitable for operations at scenes of confined spaces.



流动照明灯可照亮火场或偏远地点。
A portable lamp for lighting up a fire scene or for illumination at a remote location.



新的专业手锯加强消防人员处理塌树事故的能力。
A new professional hand saw enhances the capability of fire personnel in tree collapse incidents.