

# 行政及后勤支援

## ADMINISTRATION & LOGISTICAL SUPPORT









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- 1** 启德消防局设计新颖，融合了多项环保元素，包括太阳能光伏板和雨水循环使用系统。  
The design of Kai Tak Fire Station has incorporated several environmental-friendly features including a photovoltaic system and a rainwater recycling system.
- 2** 上水救护站于2015年年初投入服务。  
The Sheung Shui Ambulance Depot commenced operation in early 2015.



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## 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，并监察部门基本工程项目的进度。策划组亦会从行动角度，就地区发展计划及城市和商业项目研究报告提供意见。

为配合本港的持续发展，上水救护站于二零一五年四月投入服务。截至二零一五年年底，全港共有81间消防局、39间救护站、六间灭火轮消防局、两间海上救援局及一个潜水基地。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派员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.

To keep pace with Hong Kong's continuous development, the Sheung Shui Ambulance Depot was put into service in April 2015. At the end of 2015, there were altogether 81 fire stations, 39 ambulance depots, six fireboat stations, two sea rescue berths 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、分配和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和保养工程。管理组还安排内地及海外消防同业到访消防处；监督法律、纪律、职业安全及健康事宜，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所有资讯及通讯科技事宜，包括筹划资讯及通讯科技策略和保安措施，以及为配合电子政府措施及部门运作需要而进行资源分配。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，务求善用资讯及通讯科技，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，并就评估新产品和装备及采购新消防车辆等事宜，向采购及物流组提供专业意见和技术支援。

消防处四个工程部由专业人员及具备有关技术资格的消防员组成，负责保养、检查和维修消防车辆、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会到消防局，即场提供消防车辆及装备紧急维修服务。如发生大型火警及救援事故，紧急支援小组也会赶赴现场，即时提供技术支援。

## Management

The Management Group of the Fire Services Headquarters Command is responsible for the coordination, 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 the Department 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.

### 车辆

截至二零一五年年底，部门共有1,023辆行动车辆，包括423辆消防车、415辆救护车和185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、组织和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次及目标，亦负责制定有关采购及物流事宜的指引及训令；监察物料及装备开支；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 2015, the Department had 1,023 operational vehicles comprising 423 fire appliances, 415 ambulances and 185 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 fulfil the operational requirements of the Department.



- 1 消防车配备不同种类的工具和装备，以配合行动需要。  
Fire appliances fitted with different types of tools and equipment to meet operational needs.
- 2 消防处于2015年起采用全新消防头盔，为属员提供更佳的保护。  
The new fire helmet, put into service in 2015, provides better protection for the firefighters.





**3 - 4** 新式轻型手提泵(左)及新引入的手提防火布闸(右)有助提升行动效率。

The new type of light portable pump (left) and newly introduced portable smoke blocker (right) help enhance the operational efficiency.



## 装备及个人防护装备

部门不断检讨和物色先进而又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灭火救援行动有关的装备；消防个人防护装备谘询委员会和救护个人防护装备谘询委员会定期评估和检讨所有个人防护装备。

为加强保障消防员处理事故，特别是楼宇火警、有火警风险的特别服务、爆炸或危害物质事故时的安全和提升行动效率，部门自二零一五年二月二十八日起采用新的消防头盔(B型)。该款头盔符合国际标准EN443:2008「在建筑物及其他构筑物灭火时使用的头盔」，并配备外置电筒。

截至二零一五年年底，部门还引入了手提防火布闸和小型自我救援工具，以提升前线人员在执行灭火和救援行动时的整体行动效率和职业安全。部门亦为邻近避风塘的消防局配置新式轻型手提泵，以进一步提升部门人员处理避风塘火警的灭火能力和灵活度。

## 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 firefighting and rescue operations, while 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.

With a view to further enhance the safety and the operational efficiency of firefighters whilst attending incidents, in particulars structural fires and special services with the risk of fire, explosion or hazardous materials, a new Fire Helmet (type B) equipped with an external flashlight and conformed to the international standard - EN 443:2008 “Helmets for fire-fighting in buildings and other structures” has been introduced and put into service since February 28, 2015.

By the end of 2015, the Department has introduced portable smoke blockers and small self-rescue tools to enhance the overall operational efficiency and occupational safety of frontline personnel when handling firefighting and rescue operations. With a view to further enhancing the firefighting capability and flexibility in dealing with fires occurred at typhoon shelters, the Department has put into use a new type of light portable pump at fire stations near typhoon shelters.