

二零零八年四月十日  
第十六次通風裝置聯絡小組會議摘錄

|    |  |
|----|--|
| 1  | <p><b>年檢證書通知書</b></p> <p>三份年檢證書通知信（如附件）將會由 2008 年 6 月 1 日開始使用。</p> <p>本處於 2008 年 5 月初與業界的代表開會，解釋了一些年檢證書的錯誤例子。上述通知書會用來通知註冊通風承建商在簽發年檢證書時的錯誤和要求他們更正年檢證書後再呈交消防處，該三份通知會適用於在 2008 年 6 月 1 日或之後檢查的年檢證書。另一份臨時通知書版本會適用於 2008 年 6 月 1 日以前檢查的年檢證書。</p>                |
| 2. | <p><b>發出年檢證書時關於防火閘安裝方法要注意的事項</b></p> <p>註冊通風承建商應具備知識確定防火閘的安裝方法是否根據製造商的指引安裝。如果防火閘是屬於舊款的或其牌子和型號不能確認，註冊通風承建商或可免於證明該防火閘的安裝方法，但必須將詳情陳述在年檢驗證書中。</p>  |
| 3. | <p><b><u>預先裝有隔熱物料的風槽系統</u></b></p> <p>本處收到五間預先裝有隔熱物料風槽供應商的技術資料。正尋求相關的政府部門給與意見，現時收到的回應一般都是正面的。</p> <p>為了進一步評估預先裝有隔熱物料風槽的可行性，有須要收集關於承托能力的資料，例如沖擊試驗，本處要求與會成員提供更多詳細資料，包括風槽承托能力的國家/國際標準和風槽的安裝和接駁方法等。</p>  |
| 4  | <p><b><u>適用於危險倉通風系統的電感熔接器安裝方法</u></b></p> <p>危險倉防火閘電感熔接器安裝時應遵循以下各點：</p> <p>(一) 在危險倉內及危險範圍內通風通道的電感熔接器應拆除或遷移至其他地方</p> <p>(二) 防火和防煙閘的復位電感熔接器的運作應配合危險倉內有延遲時間操作的自動氣體滅火系統</p> <p>(三) 安裝方法應按照製造商的指引</p> <p>以往祇有極少數的關於危險倉的電感熔接器裝置不獲接受。而裝置的驗收合格與否通常視乎現場情況和實地測試。</p> |
| 5. | <p><b>高溫操作類型的保險連桿</b></p> <p>本處指出於個別項目上，會因實際情況考慮批准使用保險連桿高於69 °C的額定溫度，並要求各成員提供有關的操作溫度(例如93 °C)的技術文獻，。</p>   |

九龍尖沙咀東部康莊道一號  
消防處總部大廈七樓



FIRE SERVICES DEPARTMENT  
LICENSING & CERTIFICATION COMMAND  
**Ventilation Division**

7/F., Fire Services Headquarters Building,  
1 Hong Chong Road, Tsim Sha Tsui East, Kowloon

# Notice for Correction of Annual Inspection Certificate

## 年檢證書修正通知書

|                                   |  |
|-----------------------------------|--|
| From : C.H. WONG<br>由 : CTO/VENT  | To :<br>至 :<br>Attn. :<br>受文人 :                                |
| Our Fax No. :<br>傳真號碼 : 2382 2495 | Your Fax No. :<br>傳真號碼 :                                       |
| Date :<br>日期 :                    | Total Page(s) (Including this leader page) :<br>總頁數 (包括本前置頁) : |

If message received is incomplete, please notify to Mr. C.H. WONG on telephone no. : 2251 4142.  
資料如有缺漏，請通知黃卓雄先生，電話號碼：2251 4142。

## Message

The following Annual Inspection Certificate(s) (AIC) carries irregularity / irregularities as detailed in the attached table. Please rectify the irregularity / irregularities and resubmit fresh copy of AIC marked with "Replacement certificate for issued AIC" together with a copy of the one to be replaced. You may wish to contact Mr. C.H. Wong of the Ventilation Division on 2251 4142 within 14 days from the date of this message for a discussion of the issue. Where necessary, you may be invited to our office in the Fire Services Headquarters Building for a brief explanation of the requirements under the relevant regulations and the points to be noted in completing the Annual Inspection Certificate.

下列的年檢證書上發現附表列出欠妥的地方，請更正後盡速以新證書取代。新證書上須註明「取代已簽發的年檢證書」，並需連同該欠妥證書的副本一併遞交。你可於本函發出日起計 14 天內，致電通風系統課黃卓雄先生（電話號碼：2251 4142）查詢有關詳情。如有需要，我們或會邀請你親臨本處總部，由本處人員向你解釋相關法例的要求及填寫年檢證書時須注意的事項。

[illegible]

**List of common items in Annual Inspection Certificates (AIC) that require correction**  
**年檢證書內常見需修正項目**

| 項目  | 詳情   |
|-----|--|
| 1.  | Use of incorrect certificate for the inspected premises<br>未有使用適當的年檢證書範本   |
| 2.  | Missing signature of “Authorized Signatory (AS)”<br>欠「獲授權簽署人士」簽署   |
| 3.  | Missing company stamp of Registered Specialist Contractor (Ventilation Works Category)<br>未有蓋上註冊專門承建商（通風系統工程）的公司印  |
| 4.  | Incorrect “completion date of inspection” / “issue date of certificate”<br>「完成檢查日期」/「年檢證書發出日期」錯誤   |
| 5.  | Missing contractor’s name / registration number / reference number<br>未有填上承建商名稱 / 註冊編號 / 檔號  |
| 6.  | More than one independent building / complex are covered in one Annual Inspection Certificate<br>年檢證書包含了多過一座獨立樓宇 / 綜合建築物   |
| 7.  | Address not tally with record given by Licensing Authority (for licensed premises only)<br>處所地址與發牌當局記錄不符（只適用於持牌處所）   |
| 8.  | “Premises Type” missing / incorrect / not follow footnote (ii) on AIC<br>「處所類別」沒有填寫 / 不正確 / 不依年檢證書上的註腳 (ii) 填寫   |
| 9.  | “Address of Premises Inspected” – Missing building number / road (street) name / floor number / not follow footnote (i) on AIC<br>「視察處所的地址」– 欠門牌號碼 / 街道名稱 / 樓層 / 不依年檢證書上的註腳 (i) 填寫                       |
| 10. | “Defects observed” not follow footnote (iii) on AIC<br>「存在缺點」不依年檢證書上的註腳 (iii) 填寫   |
| 11. | “Exclusion from inspection” not clear, e.g. missing (unclear description) for excluded area / equipment / not follow footnote (iv) on AIC<br>「未包括之檢查項目」未有清晰填報，例如漏填（欠缺清晰描述）未包括的地方或裝置 / 不依年檢證書上的註腳 (iv) 填寫 |
| 12. | Clauses / wording not deleted / wrongly deleted<br>條款 / 字詞未有刪除 / 錯誤刪除  |

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1 Hong Chong Road, Tsim Sha Tsui East, Kowloon

|                     |   |                       |  |   |  |
|---------------------|---|-----------------------|--|---|--|
| From<br>由           | : | C.H. WONG<br>CTO/VENT | To<br>至  | : |  |
|                     | : |                       | Attn.<br>受文人   | : |  |
| Our Fax No.<br>傳真號碼 | : | 2382 2495             | Your Fax No.<br>傳真號碼                                       | : |  |
| Date<br>日期          | : |                       | Total Page(s) (Including this leader page)<br>總頁數 (包括本前置頁) | : |  |

## Message

Your attention is drawn to the following inspections which were carried out more than 14 days before the date of this message. Since this office is still not in receipt of the related Annual Inspection Certificate(s), please contact Mr. C.H. Wong of the Ventilation Division on 2251 4142 within 14 days from the date of this message for a discussion of the issue. In case the certificates in questions are already completed, please have them passed to this office as soon as you can. Where necessary, you may be invited to our office in the Fire Services Headquarters Building for a brief explanation of the requirements under the relevant regulations and the procedures relating to the submission of Annual Inspection Certificate.

下表列出你於本通知書發出前 14 天已完成的年檢，由於本處至今尚未收到相關的年檢證書，請於本函發出日起計 14 天內致電本處黃卓雄先生（電話號碼：2251 4142），以便跟進。如該等年檢證書經已備妥，請你盡快將證書遞交至本處。如有需要，我們或會邀請你親臨本處總部，由本處人員向你解釋相關法例的要求及證書的遞交程序。

[illegible]

九龍尖沙咀東部康莊道一號  
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# Notice for Late Submission of Annual Inspection Certificate

## 延誤遞交年檢證書通知書

|                                   |  |
|-----------------------------------|--|
| From : C.H. WONG<br>由 : CTO/VENT  | To :<br>至 :<br>Attn. :<br>受文人 :                                |
| Our Fax No. :<br>傳真號碼 : 2382 2495 | Your Fax No. :<br>傳真號碼 :                                       |
| Date :<br>日期 :                    | Total Page(s) (Including this leader page) :<br>總頁數 (包括本前置頁) : |

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## Message

Please note that the following Annual Inspection Certificate(s) was / were received more than 14 days after the dates of inspection shown on the certificates. Please contact Mr. C.H. Wong of the Ventilation Division on 2251 4142 within 14 days from the date of this message for a discussion of the issue. Where necessary, you may be invited to our office in the Fire Services Headquarters Building for a brief explanation of the requirements under the relevant regulations and the procedures relating to the submission of Annual Inspection Certificate.

以下列出的年檢證書，未能於所示的檢查日期後 14 天內送抵本處。請於本函發出日起計 14 天內，致電本處黃卓雄先生(電話號碼：2251 4142)，以便跟進。如有需要，我們或會邀請你親臨本處總部，由本處人員向你解釋相關法例的要求及證書的遞交程序。

[illegible]