

Notes to AP, RPE & RFSIC when using Electronic Submission of Application Form (FSI/501) and Certificate (FSI/501a)

1. Please note that these form and certificate requires a digital certificate for digital signing purposes in later stages. Applicant or relevant parties need an activated “iAM Smart+” account with digital signing function or a valid personal digital certificate for submission of application.
2. The true copy of the related documents/drawings according to the FSD Circular Letters Nos. 1/2015 and 1/2020 shall be submitted to the office of Fire Protection Facilities Group by the following working day during office hours with the Transaction Reference Number.
3. The request for initial inspection on FSIs may be rejected if you failed to submit the related documents/drawings, or they are incomplete or contain significant irregularities.

Application

- E-submission: FSI/501 & FSI/501a
- E-Attachment to Form FSI/501
- FSCA
- Undertaking Letter of DTL
- Form(s) of FSI/501a

Application Form (FSI/501) & Certificate (FSI/501a) received from AP via Gov.HK



For continuation, please refer to page 2

Flowchart: Electronic Submission- Application for FSI Acceptance Inspection

Appendix II

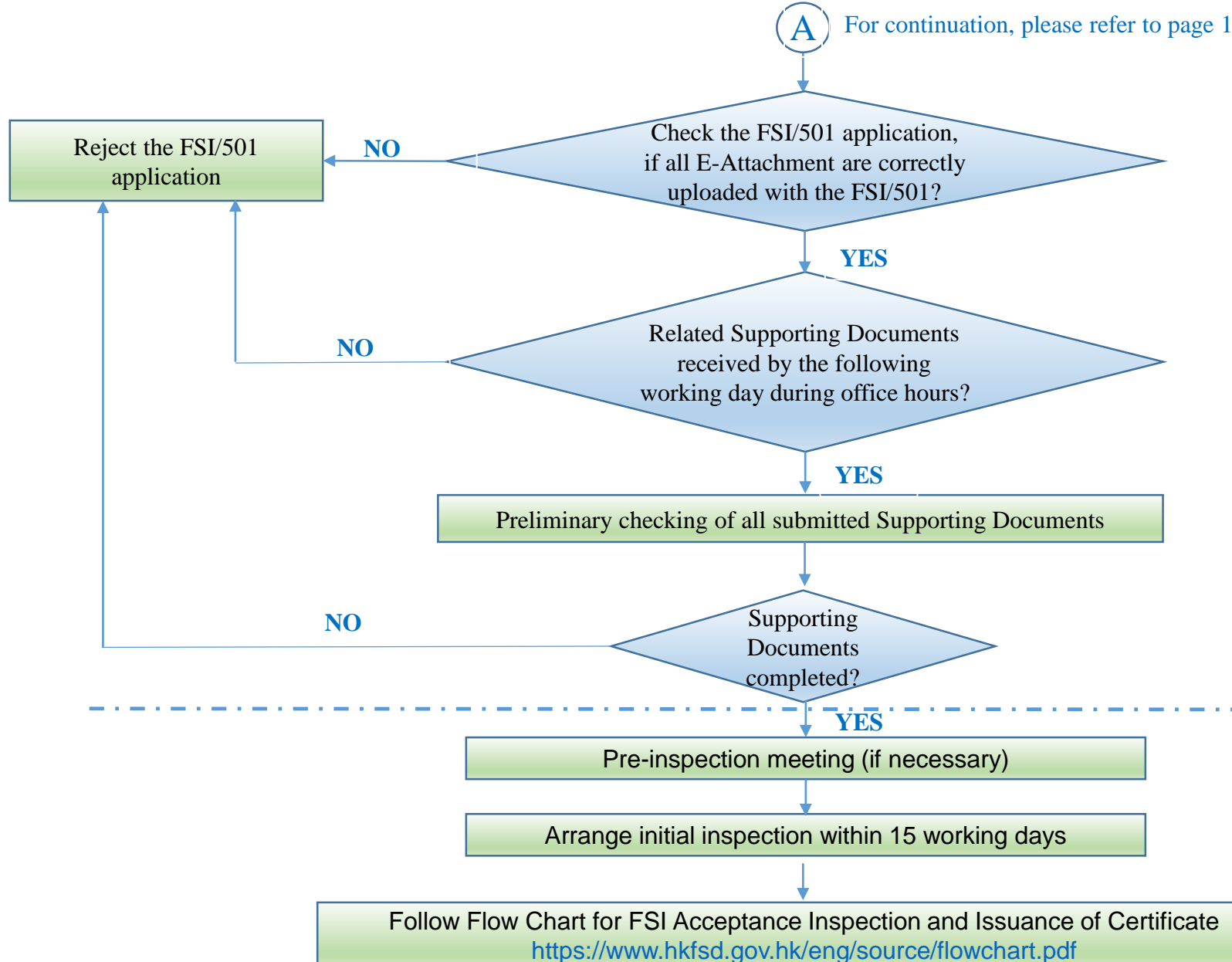
Stages

Submission of Supporting Document

(by following working day during office hours)

-Detail refer to FSD C.L. no. 1/2015

- As-fitted FSI layout with Form FSI/314;
- T&C Checklist;
- FSI Equipment List



Qualified Application

(refer to current Flow Chart for FSI Acceptance Inspection and Issuance of Certificate)