



# User Guide for Electronic Submission of Form FSI/501 and Certificate FSI/501a with adoption of iAM Smart+/Digital Certificate



## Background

Currently, application for inspection and testing of FSI in new buildings by AP and RFISC is by following the procedures as stipulated in FSD Circular Letter No. 1/2020 with submission of Forms FSI/501 and FSI/501a.

In order to digitalize applications as announced in the Chief Executive's 2022 Policy Address, an electronic service in Gov.HK for electronic submission for Application of FSI Acceptance Inspection has been developed and **launched** on **17 November 2023** as an alternative means for public use.



## **Advantage of electronic submission**

1. First come application for FSD's early notice and subsequent arrangement
2. Provide acknowledgement to the application for record once the submission is submitted.

## **User Guide and Flowchart**

In order to facilitate the use of electronic submission, the following are developed:-

1. User Guide for input of the Form FSI/501 and Certificate FSI/501a at Appendix I(A) and Appendix I(B) respectively;
2. Flowchart for Application for FSI Acceptance Inspection at Appendix II.

## Enquiry

For further enquiry, please contact our Engineer  
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