Shutdown of Fire Service Installations for Maintenance, Inspection, Modification or Repair

Inspection, Maintenance, Modification and Repair of Fire Service Installations and Equipment with Moving Parts

Licensing and Certification Command Fire Service Installations Task Force Senior Station Officer CHOI Wing-yiu

消防痛

弊解及導出總區

永奈県留 No.# Har. 第2番賞 NA

Dear SieMada

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SD) has devised AI chec

RFSICs to comply with when

properly completed Als. Fo supply tanks (Annes B) an

1 General Guideline

The checklists specif

complete inspection

FIRE SERVICES DEPARTMENT

(第12) (第1第 (第1第 2/2020 ))

8防检/隔藏系统及消防水缸尔榆核射击

继本處於二零一九年十二月十三日發出的涼防處通函第 4/2019號

如有查询,通衫袖公時間發電 2733 1567 编派防经借惠者取任期;

FIRE SERVICES DEPARTMENT

LICENSING AND CERTIFICATION COMM

消防底成子 梁短康 555-54

10.05.02

取相及審計線區

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2011年10月1日大田1日

股:消防處通函收件/ 先生/女士:

中文版本,以供参阅

連附件 二零二零年二月十八日

(857) 2123 219

田本對语防检验被系统年龄核型表(對件 A)及该防

Standardize the procedures carried out by RFSIC while conducting Annual Inspection (AI)

 AI checklists of FH/HR system and supply tanks was promulgated through the FSD Circular Letter No. 4/2019 on 13.12.2019

Its Chinese version was published
 through the FSD Circular Letter No. 2/2020 on 18.2.2020

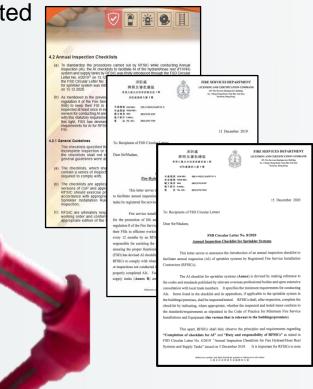
Implemented since 1.4.2020 (Under Review)

 AI checklist for sprinkler system was promulgated through the FSD Circular Letter No. 8/2020 on 15.12.2020

Chinese version was issued through the FSD
 Circular Letter No. 3/2021 on 7.4.2021







## **General Guidelines**

Specified the minimum requirements for AI



 Incomplete inspection or inspection not conducted in full accordance with the checklists shall not be recognised as properly completed AI

nual Inspection Checkl	ists	
nspection (AI), the AI checklis	s carried out by RFSIC while or is to face that and of the indicator SIC was firstly introduced through ATD 成 用料及量化量和量量。 用料及量化量和量量和量量。 量量和量量。 量量。	Rest SCH (HHR) THE SCH CARACTER SCH ACTUALS T LICENSE AND CONTROL CONTROL LICENSE AND CONTROL CONTROL No Market Sch and Sc
neral Guidelines The checklists specified th neomplete inspection or i he checklists shall not b general guidelines were as The checklists, which sha contain a series of inspect equired to comply with:	To: Recipients of FSD Circular I. Dear Sit/Madam, FS Am	200         RE128241
The checklists are applica erraions of CoP and appre RESIC should exercise pri accordance with appropria prinkler installation Rule respection;	Fire Hydram This letter serves to a to facilitate annual inspection (/ tanka by registered fire service in	致: 消防痛通函收作人 先生/女士:
RESIC are ultimately resp working order and conform appropriate edition of the s	Fire service installation for the protection of life and pregulation 8 of the Fire Service (1) their FSIs in efficient working or every 12 months by an RFSRC, responsible for assisting the FSI	消防度重迫策 2/2419 號 消防检-機範系能及消防发任命檢救對表 <u>华文</u> 取基 需本面於二等一九年十二月十三日谷出的消防或追迫原 4/2019號。
	ensuring the proper functioning (FSD) has devised AI checklists 8 RFSICs to comply with when co or inspections not conducted in fi properly completed AIs. For the	現夾附消防检藥種系統年極核對表(樹件 A)及消防水紅年檢核對表(樹件 B)的 中交版本,以供參閱。 如有查時,請於層公時開致電2733 1567 與消防設備專資除伍聯結。
	supply tanks (Annex B) are de tuteurca runtee	消防魔處長
		(緊短線 <b>冠沙</b> 代行) 康木
		端别件 二零二零年二月十八日

## **General Guidelines**

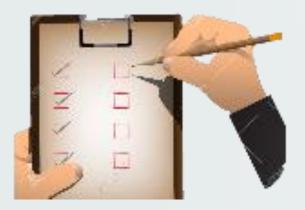
• Applicable to all requirements as stipulated in different versions of CoP and appropriate edition of the Sprinkler Installation Rules



Inspection (AI), the AI checkli system and supply tanks by R	lists es carried out by RFSIC while cor sis to facilitate AI of fire hydram/hos FSIC was firstly introduced through to	se reel (FH/HR)
Letter No. 4/2019 <sup>11</sup> on 13.12 the FSD Circular Letter No. 2 for sprinkler system was into on 15.12.2020.	消防處 際與及導批總區 8年2月20日末8月2日(第	FIRE SERVICES DEPARTMENT LICENMO AND CERTIFICATION COMMAND 18. For brokes Belgement Biding bu, Hingengebe Unit Berl Fordal
(b) As mentioned in the previou regulation 8 of the Fire Sen 95B) to keep their FSI in a inspected all least once in ev owners for conducting AI are with this statutory requirement this light, FSD has devised requirements for AI for RFSI FSI.		and a set of the set o
FSI. 4.2.1 General Guidelines The checklists specified the Incomplete inspection or in the checklists shall not be	To: Recipients of FSD Circular L Dear SieMadam,	消防處 原用及書魚總區 常月為自然常常用書用。 用於處理常大賞 # #
<ul> <li>(a) The checklists, which sha contain a series of inspect required to comply with;</li> </ul>	FS An Fire Hydrau	工 底 目 授 (UN RD) - [40] 는 FRI(C) TA(4079 5 第 4 日間 昭 (UN ANHR))
(b) The checklists are applica versions of CoP and appre RFSIC should exercise pr accordance with appropria Sprinkler Installation Ruk Inspection:	This letter serves to at to facilitate annual inspection () tanks by registered fire service in	致:消防腐通造攻作人 冬冬/女士:
(c) RFSIC are ultimately resp working order and conform appropriate edition of the s	Fire service installatie for the protection of life and p regulation 8 of the Fire Service (1	消防處通函第 2/2020 號 消防检/噴轆系統及消防水紅年檢核對表
	their FSIs in efficient working e every 12 months by an RFSIC. responsible for assisting the FSI ensuring the proper functioning – (FSD) has devised AI checklists f RFSICs to comply with when co or inspections not conducted in fi properly completed AIs. For th	生文服基 重本進於二字一二月十三日後出的消防感通過面 4/2015號, 現來資消防發極載為經年級該對表提件 AL及消防水底中檢就對表提件 期的 中文版本。以供參閱。 如有查書。通於能公時質販電 2733 1567 與消防設價專買歸店面結。
	supply tanks (Annex B) are de	消防威威長
		(県短康 発放 代行)

• RFSIC are ultimately responsible for certifying that the FSI are in efficient working order

• Conduct AI of FH/HR system, supply tanks and sprinkler system according to the respective checklist



						RF	SIC R	tef.:	
Serial	-	rFS 251:							
		Date of Annual Inspection:							
		emises Address:							
		inspection is conducted in accordance with the app							ales applicable t
yster	n(s) in	the building/premises. In this Checklist, items requi	ed in s	ach Rules are insp	ected a	nd/er ti	sted.		
iee Ti	able I	for the Schedule of Equipment and Table II for the V	Vater S	upply Flow Rate a	nd Pres	iure T	esting	Re	cord.
L.	Typ	pe of Water Supply		Remarks					
	(Please insert a "√" in the appropriate box)           Direct town main connection without any pump         [ ]           Sprinkler tank refilled directly from town main         [ ]								
					, parts	of the v	rater	sup	ply portion that
					d in App	endix 1			
	Spr	inkler tank refilled from town main via a transfer	[]						
		and a loss that a		1					
	pur	nping installation							
	+ <u> </u>	must fire main which serves more than one building		Where applicable	, parts (	of the v	vater	sup	ply portion that
	Inte			Where applicable inspection is liste				sup	ply portion that
Whe	Inte	ernal fire main which serves more than one building		inspection is liste	d in App	endix I		_	
_	Inte and sprin	multiple main which serves more than one building lor system.	rtion th	inspection is liste at need inspection i	d in App s listed i	endix I in the C	heckli	ist 6	or Supply Tanks.
_	and and sprin a: 1. A	rmal fire main which serves more than one building Wor system. Akler tank(s) is/are involved, parts of the water supply po	rtion the	inspection is liste at need inspection i lives the sprinkler inst	d in App s listed i allation	endix I in the C within or	heckli	ist 6	or Supply Tanks. residential flats.
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franciskus

- Complete and sign the checklists upon completion of the relevant inspection and testing procedures
- Forward a copy of the duly completed checklist to the person on whose instructions the work was undertaken
- Retain a scanned or hard copy of the duly completed and signed checklists for at least 7 years



## DON'Ts (X)



 Sign the AI checklist by any person other than Authorized Signatory

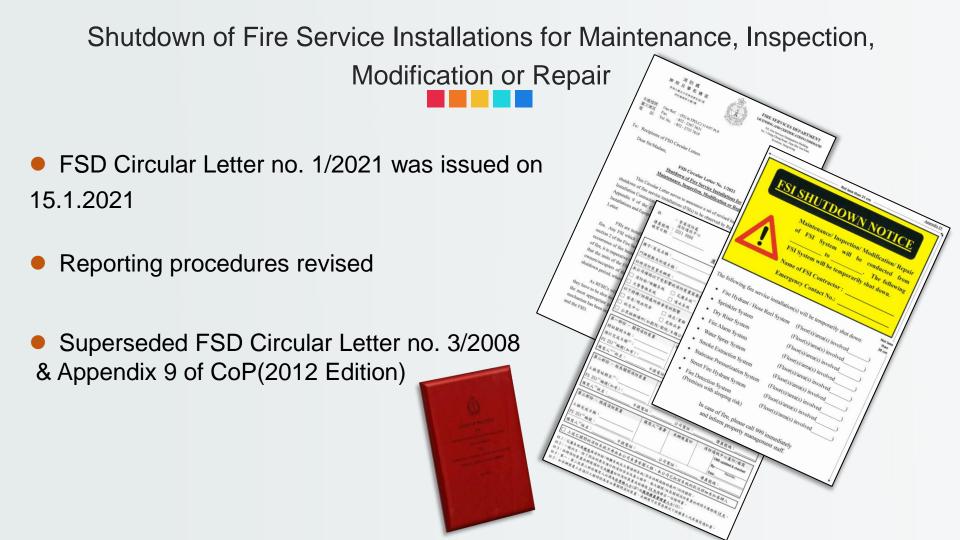
• Fail to produce the checklists upon request

Incomplete completion of checklist

Contain false or misleading information in the checklist



## Shutdown of Fire Service Installations for Maintenance, Inspection, Modification or Repair



# Objectives of Revision



Enhance Building Fire Safety



**Streamline Submission Procedures** 



Reduce Administrative Work



**Optimize FS resources** 



Safeguard RFSIC



致 :香港消防處		4.80	由消防疫消防通訊中心演寫
消防通訊中心		消防夷檔	
傳真號碼 : 2311 0066 填寫日期 :		樓宇所屬	
96.01 H 791 -	消防装置 關!		64 16 CM
樓宇/屋苑名稱:		i	地區:
門牌號數及街道名稱:			□香港 □九龍 □新界
註冊滴防裝置承辦商:			級別/編號:
本公司確認以下受影響的消防裝置;	常要通宵或連續超	過24小時關閉	
🗌 消防栓/喉辘系統 🗌 花灑系約	ん <sup>(1)</sup> 🗌 乾喉系	統 🗌 火警 (	偵测系統(存在休眠風險的處所)
🗌 火警警報系统 🗌 噴水系	充 🗌 排煙系	統 🗌 樓梯:	增压系统 🗌 街道消防栓系统
以下持牌/註冊處所將會受到影響	上述》	前防装置因以下法	b) 例要求進行消防安全改善工程
🗌 安老/殘疾院舎 🗌 酒店/賓	館 🗌 Ca	p. 502 消防安全	(商業處所)條例
□ 幼兒中心 □ 危險品(	🕅 🗆 Ca	p. 572 消防安全	(建築物)條例
□ 公眾娛樂場所(如戴院/劇院/主品	🗄公園等) 🗌 Ca	p.636 消防安全	(工業建築物)條例
第一部份 - 關閉消防装置	填寫人(4.5) 簽署	承辨商蓋印	消防通訊中心蓋印/填寫
開始關閉日期:			CMS updated & checked
預計完成日期 <sup>(2)</sup> :	- 2		By. Rank/No.
FS 251 <sup>(6)</sup> 編號(如有):	-		Date:
填寫人(4.5)姓名: 手提(	 图話:	· 公司電話:	
第二部份 - 延長關閉消防裝置	填寫人 簽署	承辨商盖印	消防通訊中心蓋印/填寫
			CMS updated & checked
工程需延期至 <sup>②</sup> :			ByRank/No.
FS 251 <sup>(3)</sup> 編號(如有):	_		Date:
填窝人(4)姓名: 手提;	医话:	公司電話:	傳真號碼:
第三部份 - 恢復消防装置	填寫人的簽署	承辦商蓋印	消防通訊中心蓋印/填寫
工程完成日期:			CMS updated & checked
FS 251 <sup>(3)</sup> 编號:			By:
填寫人(4)姓名:手提:	【話:	公司電話:	傳真號碼:
_ 上述已關閉的消防系統不再由本	公司負責有關工程	1、本公司已把該	医系统的狀況詳細告知委聘人
±1:花灑系統應避免與消防栓/懷難系統			
12:一般而言,除了因法例要求進行的 + 9: 计可容计算具 2 m 空信从中 + 14 *			
生3:註冊消防裝置尽辦商須於完成 <u>檢查</u> 生4:第一、第二及第三部份填寫人必須			
E5:如永辨商員工在進行工程時認為有			



### **Refinement of SDN Scope**

□ 消防栓/喉轆系統	□ 花灑系統	□ 乾喉系統	□ 火警偵測系約	充(存在休眠風險的處所)
□ 火警警報系統	🗌 噴水系統	□ 排煙系統	□ 樓梯增壓	🗌 街道消防栓系統

#### **Revised Major System**

- Fire Detection System of premises with sleeping risk
- Smoke Extraction System
- Staircase Pressurization System
- Dry Riser System

致 : 香港消防處 消防通訊中心 傳真號碼 : 2311 0066		此欄 i 消防處檔到	为浦防處浦防通訊中心滇寫 翁編號:
傳具號碼 · 2311 0000 填寫日期 :		樓宇所屬;	
	消防装置關	閉通知書	
樓宇/屋苑名稱:		J.	也區:
門牌號數及街道名稱:			〕香港 □ 九龍 □ 新界
註冊消防裝置承辦商:		A	及別/編號:
本公司確認以下受影響的消防裝	置需要通宵或連續超	遇24小時關閉	
🗌 消防栓/喉轆系統 🗌 花灑	系统 🗋 乾喉系	統 🗌 火警住	填测系统(存在体联風险的處所
□ 火警警報系統 □ 噴水	系统 🗌 排煙系	·統 🗌 樓梯月	整压系统 🗌 街道消防栓系网
以下持牌/註冊處所將會受到影響	上述	前防装置因以下法	例要求進行消防安全改善工程
□ 安老/殘疾院舎 □ 酒店)	<b>—</b> •••	p. 502 消防安全(	
□ 幼兒中心 □ 危險。		p. 572 消防安全(	
□ 公眾娛樂場所(如戲院/劇院/。	王超公園寺)	p.030 消防安全(	工業建築物)條例
第一部份 - 關閉消防装置	填寫人(45)簽署	承辦商蓋印	消防通訊中心蓋印/填寫
開始關閉日期:	_		CMS updated & checked
預計完成日期(2):			By:
FS 251 <sup>(8)</sup> 編號(如有):			Date:
填寫人(4.5)姓名: 手扌	是電話:	公司電話:	傳真號碼:
第二部份 - 延長關閉消防装置	<b>请官人<sup>小</sup>答要</b>	杀瓣商盖印	消防通訊中心蓋印/填寫
A-and Commonian	Story C Main	stated ind NE -1	CMS updated & checked
工程需延期至(2):			By:
FS 251 <sup>(8)</sup> 編號(如有):			Date:
填窝人(4)姓名: 平相	是電話:	公司電話:	傳真號碼:
第三部份 - 恢復消防装置	填寫人 等署	承辨商蓋印	消防通訊中心蓋印/填寫
			CMS updated & checked
工程完成日期:	<u> </u>		By:
FS 251 <sup>③</sup> 编號:	_		Date:
	足電話:	公司電話:	俾真號碼:
填窝人 <sup>(4)</sup> 姓名: 平利 匚 上远已關關的消防系統不再由		14、本公司已把該	系統的狀況詳細告知委聘人
填寫人(4)姓名: 手扌	本公司負責有關工利	1	
填窝人 <sup>49</sup> 姓名: 手封 [ 上返已關閉的清防系統不再由 1:花灑系統處 <b>避免</b> 奧消防松/電驗 5:2:一般而言,除了因法例要求進行	1本公司負責有關工系 系統或火幣偵測系統(存 的消防安全改善工程外	存休眠風險的處所) ,每次關閉/延長關	同時顧問。 謝消防装置的時間不應超過 <u>14 天</u>
填窝人 <sup>(6)</sup> 姓名: 手扌 [] 上远已關閉的消防系統不再由	本公司負責有關工業 施強火撃伯測系統(存 的消防安全改善工程外 查行何消防累置或設備	存休眠風險的處所) ,每次開閉/延長關 後14天內發出一份	同時顧問。 閉消防装置的時間不應超過 <u>14 天</u> 提明書。



### **Refinement of SDN Scope**

註1:花灑系統應<u>避免</u>與消防栓/喉轆系統或火警偵測系統(存在休眠風險的處所)同時關閉。

#### **Critical Case**

Sprinkler system and <u>FH/HR</u> or <u>FDS in premises with</u> <u>sleeping risk</u> shall not be shutdown **simultaneously** 

致 :香港消防。 消防通訊。	中心		上欄: 消防處檔:	南浦防庭浦防通訊中心漢寫 2000谷·
傳真號碼: 2311 0061 填寫日期:			洞防窥福: 楼宇所屬:	
-37 (rg =4 74) -		消防装置鬫		14 MR 074
樓宇/屋苑名稱:			ļ	也遐:
門牌號數及街道名稱:				
註冊消防裝置承辨商:				及別/編號:
本公司確認以下受影響	的消防装置	需要通宵或连續超	過24小時關閉	
□ 消防栓/喉離系統	□ 花灑系	統(1) 🗌 乾喉系	統 🗌 火警住	真测系统(存在休眠風險的處所
□ 火警警報系統	□ 噴水系	統 🗌 排煙系	.統 🗌 樓梯井	曾压系统 🗌 街道消防栓系
以下持牌/註册處所將 (	會受到影響	上述;	前防装置因以下法	例要求進行消防安全改善工利
□ 安老/殘疾院舍		diversity and the second	p. 502 消防安全(	
□ 幼兒中心			p. 572 消防安全(	
□ 公眾娛樂場所(如戲	院/劇院/主	題公園等) 🔲 Ca	p.636 清防安全(	(工業建築物)條例
第一部份 - 關閉消防率	装置	填寫人(45)簽署	承辨商蓋印	消防通訊中心蓋印/填寫
開始關閉日期:				CMS updated & checke
雨公園市口刻: <u></u> 預計完成日期 <sup>(2)</sup> :				By:
Jgay 元成日朔 · FS 251 <sup>(3)</sup> 編號(如有):		-		Date:
		-   	0.00000	
填窝人 <sup>(4,5)</sup> 姓名:	手提	·施贺·	公司電話:	傳真號碼:
第二部份 - 延長關閉;	有防装置	填寫人"簽署	<b>杀辫商盖印</b>	消防通訊中心蓋印/填寫
		填寫人"簽署	永辨商盖印	消防通訊中心蓋印/填寫 CMS updated & checke
工程需延期至 <sup>金)</sup> ;		填寫人 " 簽署	永辨商盖印	
		填寫人 <sup>小</sup> 簽署 	永辨商蓋印	CMS updated & checke
工程需延期至 <sup>金)</sup> ;		-		CMS updated & checke By:
工程需延期至 <sup>倍)</sup> : FS 251 <sup>(8)</sup> 編號(如有):_	 手提	- 		CMS updated & checke By Date: 
工程需延期至 <sup>(2)</sup> ; FS 251 <sup>(3)</sup> 編號(如有); 填寫人 <sup>(4)</sup> 姓名; 第三部份 - 恢復消防劑	 手提 装置	- 	公司電話:	CMS updated & checke By:
工程需延期至 <sup>(2)</sup> ; [S 251 <sup>(2)</sup> 編號(如有); 填寫人 <sup>(2)</sup> 姓名: 第三部份 - 恢復消防 工程完成日期;	·····································	- 	公司電話:	CMS updated & checke By
工程需延期至 <sup>(2)</sup> : IFS 251 <sup>(5)</sup> 編號(如有): 填罵人 <sup>(6)</sup> 社名: 第三部份 - 恢復消防 工程完成日期: IFS 251 <sup>(5)</sup> 編號: 		 電話: 填寫人 <sup>33</sup> 簽署 	公司電話: 永辨商蓋印	CMS updated & checke By
工程需延期至 <sup>(2)</sup> ; [S 251 <sup>(2)</sup> 編號(如有); 填寫人 <sup>(2)</sup> 姓名: 第三部份 - 恢復消防 工程完成日期;		 電話: 填寫人 <sup>33</sup> 簽署 	公司電話:	CMS updated & checke By
工程雲延期至 <sup>(1)</sup> : IPS 251 <sup>(1)</sup> 編號(如有): 填寫人 <sup>(1)</sup> 社名: 第三部份 - 恢復済防約 工程完成日期:  IPS 251 <sup>(1)</sup> 編號:  填寫人 <sup>(1)</sup> 社名: 	· ● ← 提 装置 		公司電話: 永鮮商基印 公司電話:	CMS updated & checke By
工程雲延期至 <sup>(1)</sup> : IPS 251 <sup>(1)</sup> 編號(如有): 填寫人 <sup>(1)</sup> 社名: 第三部份 - 恢復済防約 工程完成日期:  IPS 251 <sup>(1)</sup> 編號:  填寫人 <sup>(1)</sup> 社名: 	· ● ← 提 装置 		公司電話: 永鮮商基印 公司電話:	CMS updated & checke By
工程需延期至 <sup>(2)</sup> : IS 251 <sup>(2)</sup> 編號(如有): 專罵人 <sup>(4)</sup> 社名: 第三部份 - 恢復滴防計 工程完成日期: FS 251 <sup>(2)</sup> 編號: 填罵人 <sup>(6)</sup> 姓名: 工述記聞開的清防疗 出1:花灑系於總 <u>要免</u> 與消	平提 至   平提   至提   至提             <		公司電話: 承辦商盖印 公司電話: &、本公司已把該 在外戰風险的處所	CMS updated & checke By
工程需延期至 <sup>(2)</sup> : IS 251 <sup>(2)</sup> 編號(如有): 專罵人 <sup>(4)</sup> 社名: 第三部份 - 恢復滴防計 工程完成日期: FS 251 <sup>(2)</sup> 編號: 填罵人 <sup>(6)</sup> 姓名: 工述記聞開的清防疗 出1:花灑系於總 <u>要免</u> 與消	手提		<ul> <li>公司電話:</li> <li>承銷商益印</li> <li>公司電話:</li> <li>と。本公司己記該</li> <li>4、本公司己記該</li> <li>4、本公司已記該</li> </ul>	CMS updated & checke           By         RankNo.           Date:



## **SDN** Information

第一部份 - 關閉消防裝置	填寫人(4,5)簽署	承辦商蓋印	消防通訊中心蓋印/填寫
開始關閉日期:			CMS updated & checked
預計完成日期 <sup>(2)</sup> :			By:Rank/No.
FS 251 <sup>(3)</sup> 編號(如有):			Date:
填寫人(4.5)姓名: 手提電言	話:	公司電話:	傳真號碼:

#### **Correlation between SDN and FS251**

Relevant FS 251 serial number is required when submitting SDN for commencement / extension / completion of FSI Shutdown.

致 :香港消防处 消防通訊中心				防通讯中心演穿
傳真號碼 : 2311 0066		消防處檔案		
填寫日期:	ally an ally and and	楼宇所屬清	防局:	
	消防装置關	閉通知書		
樓宇/屋苑名稱:		H	返:	
闫牌党数及街道名称:			] 香港 [	□九龍 □ 新界
註冊滴防裝置承辦商:		級	別/編號:	
本公司確認以下受影響的消防裝	置需要通宵或連續超	遇24小時關閉		
🗌 消防栓/喉辘系統 🗌 花灑	系统 🗋 乾喉系	統 🗌 火警偵	测系统(有	在休眠風險的處所)
🗌 火警警報系統 🗌 噴水	系统 🗌 排煙系	統 🗌 樓梯增	壓系統	□ 街道消防栓系統
以下持牌/註冊處所將會受到影響	F 上述:	<b>商防装置因以下法</b> (	例要求進行	f消防安全改善工程
🗌 安老/殘疾院舎 🗌 酒店	/賓館 🔤 Ca	p. 502 消防安全(1	商業處所)	候例
🗌 幼兒中心 🗌 危險	品倉 🔤 Ca	p.572 消防安全()	建築物)條	例
□ 公眾娛樂場所(如戲院/劇院/	主題公園等) 🗌 Ca	p.636 清防安全(.	工業建築物	h)條例
第一部份 - 關閉消防裝置	填寫人(4.5)簽署	承辨商蓋印	消防逋	訊中心蓋印/填寫
開始關閉日期:				CMS updated & checked
預計完成日期(2):				By
FS 251 <sup>(3)</sup> 編號(如有):				Date:
填寫人(4.5)姓名:手		· 公司電話:	俳	直续碼:
第二部份 - 延長關閉消防裝置	填寫人。簽署	不辨商蓋印		訊中心蓋印/填寫 CMS updated & checked
工程需延期至 <sup>(2)</sup> :				
FS 251 <sup>(8)</sup> 编號(如有):				By: Rank/No.
填寫人 <sup>(4)</sup> 姓名: 手	100	 公司電話:		6
県高八 建冶· 丁	<b>爬电话</b> 。	2.46.	14	丹沉何·
第三部份 - 恢復消防裝置	填寫人的簽署	承辨商蓋印	消防通	訊中心蓋印/填寫
第二部份 状设列的表重				CMS updated & checked
				By: Rank/No.
工程完成日期:		1 1		Date:
工程完成日期: FS 251 <sup>(2)</sup> 编號:	_			
工程完成日期:	_	 公司電話:		真號碼:
工程完成日期: FS 251 <sup>(2)</sup> 编號:	提電話:			
工程完成日期: FS 251 <sup>(2)</sup> 编號: 填寫人 <sup>(4)</sup> 姓名:手 匸 上送已開閉的消防系統不再t	提電話: 把電話: 白本公司負責有關工系	¥,本公司已把該;	傳	
工程完成日期: FS 251 <sup>(12)</sup> 編號: 填寫人 <sup>(4)</sup> 姓名: 手	提電話: 自本公司負責有關工系   系統成火祭偵測系統(存	星,本公司已把該j 在休眠風險的處所)	傳 系統的狀況 可時關閉。	詳細告知委聘人
工程完成日期: FS 251 <sup>(1)</sup> 編號: 填寫人 <sup>(1)</sup> 姓名: 〒 上述已開閉的消防系統不再+1 ±1:花灑系於爲 <u>要是</u> 與消防松/電機	提電話: 由本公司負責有關工系 系統成火祭偵湖系統(存 方的消防突空改善工程) 會畫(子句消防裝置成設備	星,本公司已把該引 存休眠風險的處所)1 ,每次開閉/延長關1 後 <u>14 天內</u> 發出一份8		詳細告知委聘人



### **SDN** Information

以下持牌/註冊處所將	<b>将會受到影響</b>
□ 安老/殘疾院舍	□ 酒店/賓館
🗌 幼兒中心	□ 危險品倉
□ 公眾娛樂場所(如	戲院/劇院/主題公園等)

#### Licensed / Registered Premises affected by FSI Shutdown

RFSIC will indicate in SDN if the shutdown affect the premises.

致 : 香港消防處 消防通訊中心 傳真號碼 : 2311 0066		消防處檔	
填寫日期 :	消防装置關	楼宇所属 開通知書	湖 (75 A) ·
<b>接宇/屋苑名稱:</b>			地區:
門牌號數及街道名稱:			□香港 □九龍 □新界
註冊消防裝置承辨商:			級別/編號:
本公司確認以下受影響的消防装置	需要通宵或连續超	過24小時開閉	
🗌 消防栓/喉辘系统 🗌 花灑系	統 🗋 乾喉鳥	統 🗌 火警	偵测系統(存在休眠風險的處所)
□火警警報系统 □ 噴水系	統 🗌 排煙角	と統 □樓梯:	增压系统 🗌 街道消防栓系统
以下持牌/註冊處所將會受到影響	上述	消防装置因以下注	:例要求進行清防安全改善工程
🗌 安老/殘疾院会 🗌 酒店/ 🛛	官館 🗌 Ca	ap. 502 消防安全	(商業處所)條例
□幼兒中心 □ 危險品		ap. 572 消防安全	
□ 公眾娛樂場所(如戲院/劇院/主	題公園等) 🗌 Ca	ap.636 消防安全	(工業建築物)條例
第一部份 - 關閉消防装置	填寫人(4.5)簽署	承辨商蓋印	消防通訊中心蓋印/填寫
開始關閉日期:	_		CMS updated & checked
預計完成日期 <sup>(2)</sup> :			By:
FS 251 <sup>(8)</sup> 編號(如有):			Date:
填窝人 <sup>(4,5)</sup> 姓名:手提	電話:	_ 公司電話:	傳真號碼:
第二部份 - 延長關閉消防裝置	填寫人。簽署	<b>永辨商蓋印</b>	消防通訊中心蓋印/填寫
			CMS updated & checked
工程需延期至 <sup>②</sup> :	-2		By:
FS 251 <sup>(8)</sup> 编號(如有):	_		Date:
填寫人 <sup>(4)</sup> 姓名: 手提	電話:	_ 公司電話:	傳真號碼:
第三部份 - 恢復消防装置	填寫人的簽署	承辨商蓋印	消防通訊中心蓋印/填寫
			CMS updated & checked
工程完成日期:			By:
FS 251 <sup>③</sup> 编號:			Date:
填寫人 <sup>(4)</sup> 姓名: 手提	電話:	_ 公司電話:	傳真號碼:
_ 上述已關閉的消防系統不再由本	·公司負責有關工;	星,本公司已把該	系統的狀況詳細告知委聘人
±1:花灑系統應避免與消防栓/懷難系;			
11、化激示的隔 <u>题光</u> 兴润的程/微视示 12:一般而言,除了因法例要求進行的			
±3:註冊消防裝置尽辦商須於完成檢查	to be deres to de an la	14 11 × 40 12 10 15	- 402 EN 🗇 -



#### **SDN** Information

上述消防裝置因以下法例要求進行消防安全改善工程
□ Cap. 502 消防安全(商業處所)條例
□ Cap. 572 消防安全(建築物)條例
□ Cap. 636 消防安全(工業建築物)條例

#### Streamlining handling procedures of BI works & FSI Shutdown

RFSIC shall indicate on SDN if the works are related to improvement works for old building under Cap 502 / 572 / 636.

政 : 香港消防處 消防通訊中心 傳真號碼 : 2311 0066 填寫日期 :	消防炭置	100.00000000000000000000000000000000000	由清防遗消防遁讯中心溃窝 紫编缆: 消防局:	
<b>要</b> 宇/星苑名稱:			地區:	_
門牌號數及街道名稱:			□香港 □九龍 □ 新界	2
注冊消防裝置承辦商:			級別/編號:	_
本公司確認以下受影響的消防裝力				
] 消防栓/喉離系統 🗌 花灑				
□火警警報系统 □ 噴水		<u></u>	增壓系統 🗌 街道消防栓系	-
以下持牌/註冊處所將會受到影響			b) 例要求進行消防安全改善工利	1
] 安老/殘疾院舎 □ 酒店/		Cap. 502 消防安全		
] 幼兒中心 □ 危險。 □ 公眾娛樂場所(如戲院/劇院/		Cap. 572 消防安全 Cap. 636 消防安全		
」公外荣靡場用(如政的/動化/。	「西公園寺」	Cap. 030 제 19 옷 또	(上系建築物)標例	_
第一部份 - 關閉消防裝置	填寫人(4,5)簽	署 承辨商蓋印	消防通訊中心蓋印/填寫	
明始關閉日期:			CMS updated & checked	1
預計完成日期 <sup>(2)</sup> :			By:	
rS 251 <sup>@)</sup> 編號(如有):			Date:	_
真窝人 <sup>(4,E)</sup> 姓名: 平相	是電話:	公司電話:	傳真號碼:	_
第二部份 - 延長關閉消防裝置	填寫人。簽	著 永鮮商道印	消防通訊中心蓋印/填寫	-
			CMS updated & checked	1
工程需延期至 <sup>②</sup> :			By:	_
`S 251 <sup>(3)</sup> 編號(如有):			Date:	_
真窝人(4)姓名: 手持	是電話:	公司電話:	傳真號碼:	
第三部份 - 恢復消防装置	填寫人®簽	罯 承辦商蓋印	消防通訊中心蓋印/填寫	_
			CMS updated & checked	i
工程完成日期:			By:	-
'S 251 <sup>③</sup> 编號:			Date:	_
真寡人 <sup>(1)</sup> 姓名: 手扌	そ電話:	公司電話:	傳真號碼:	_
_ 上述已關閉的消防系統不再由	本公司自責有關:	1.程,本公司已把診	医系统的状况詳细告知券聘人	-
<ol> <li>1. 化流示机端</li> <li>2. 一般而言。除了因法例要求進行</li> <li>3. 註計演防装置承辦商預於实出檢</li> </ol>	1.姚观人士俱洞京湖 的消防安全改善工者	(什甘不饿威险的废析 2外,每次開閉/延長第	7內时期間。 請請消防装置的時間不應超過 <u>14 天</u>	*



### Monitoring of FSI Shutdown

第二部份 - 延長關閉消防裝置	填寫人(4)簽署	承辨商蓋印	消防通訊中心蓋印/填寫
			CMS updated & checked
工程需延期至 <sup>(2)</sup> :			By:
FS 251 <sup>(3)</sup> 編號(如有):			Date:
填寫人 <sup>(4)</sup> 姓名: 手提電	話:	公司電話:	傳真號碼:

註2:一般而言,除了因法例要求進行的消防安全改善工程外,每次關閉/延長關閉消防裝置的時間不應超過14天。 註3:註冊消防裝置承辦商須於完成檢查任何消防裝置或設備後14天內發出一份證明書。

#### **Restriction on FSI Shutdown Period (14 days)**

RFSIC shall critically review the case; any undue, arbitrary or deliberate delay of FSI repair works will be inquire into critically.

致	:	香港消防處	此调南浦防庭浦防通讯中心滇窝
使百裕正		消防通訊中心 2311 0066	<b>消防處檔案編號</b> :
填寫日期		2011 0000	樓 宇所屬 消防局:

樓宇/屋苑名稱:		地區:		
門牌號數及街道名稱:		□香港 □九龍 □ 新界 級別/編號:		
註冊消防裝置承辨商:				
本公司確認以下受影響的消防装置	显需要通宵或速續超	過24小時關閉		
□ 消防栓/喉靴系統 □ 花灑前 □ 火警警報系統 □ 噴水利				
以下持牌/註册處所將會受到影響	上述:	消防装置因以下法	例要求進行消防安全改善工程	
🗆 安老/殘疾院舎 🗌 酒店/	賓館 □ Ca	Cap. 502 消防安全(商業處所)供例		
🗌 幼兒中心 🗌 危險品	ap. 572 消防安全(	建築物)條例		
□ 公眾娛樂場所(如戲院/劇院/封	=題公園等) 🗌 Ca	ap.636 清防安全(	工業建築物)條例	
第一部份 - 關閉消防装置	A.4.5	承辦商蓋印	消防通訊中心蓋印/填寫 CMS updated & checked	
開始關閉日期:	1.0			
預計完成日期(2):	-		By:	
FS 251 <sup>©)</sup> 編號(如有):			Date:	
填寫人(4.8)姓名: 手招	E電話:	公司電話:	傳真號碼:	
第二部份 - 延長關閉消防装置	填寫人"簽署	承辦商蓋印	消防通讯中心盖印/填寫 CMS updated & checked	
工程需延期至(1):				
FS 251 <sup>(8)</sup> 编號(如有):	_		By: Rank/No. Date:	
填寫人 <sup>(4)</sup> 姓名: 手招	—   {電話:	<ul> <li>公司電話:</li> </ul>	10 million	
and a second of the state of the	and and a colored set	18	معد بعد المعالية المعالية المعالية	
第三部份 - 恢復消防裝置	填写人"资者	承辦商蓋印	消防通訊中心蓋印/填寫 CMS updated & checked	
工程完成日期:			-	
FS 251 <sup>@)</sup> 编號:			By:	
填寫人(4)姓名: 手拈	そ電話:	公司電話:	傳真號碼:	

註1:花屬本約為<u>總更</u>與消防化(懷職系純或大柴魚湖京統(存在外戰風险的處所)同時關閉。 註2:一般而亦,除於目裏於與素地行的消防安全改善工程所,每次期別,絕长期別消防累重的時間不應起過14 註3:註計消防裝置於將消於完成<u>被費</u>;作何消防裝置或或循續(<u>14天間</u>常出一份發明實。 註4:第一,第一之第三部的填寫人必須為查<u>實格人士</u>(即)><<u>獲使權憂望費人士</u>(N)。 記5:主次未確的目在進快打工規定成為之參案則消防跌買一,亦將即可在容要持定,下於低損工代生成宽減如要。



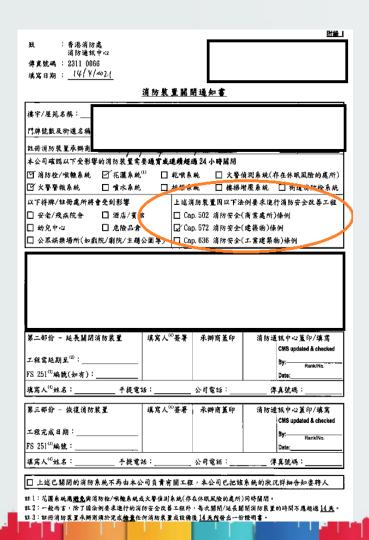
#### Monitoring of FSI Shutdown

第三部份 - 恢復消防裝置	填寫人(4)簽署	承辦商蓋印	消防通訊中心蓋印/填寫
			CMS updated & checked
工程完成日期:			By:
FS 251 <sup>(3)</sup> 编號:			Date:
填寫人 <sup>(4)</sup> 姓名: 手提電話	話:	公司電話:	傳真號碼:

🗌 上述已關閉的消防系統不再由本公司負責有關工程,本公司已把該系統的狀況詳細告知委聘人

#### Liability of SDN signatory

AS/QP shall notify FSD and parties concerned without delay if the RFSIC is no longer employed for the works.





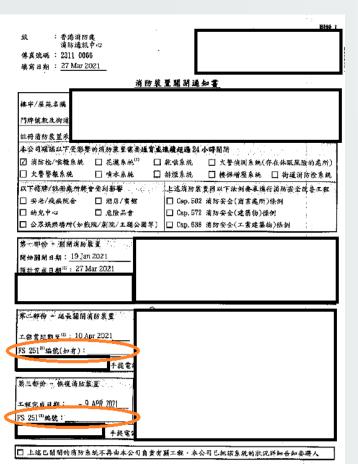
上述消防裝置因以下法例要求進行消防安全改善工程 □ Cap.502 消防安全(商業處所)條例 ☑ Cap.572 消防安全(建築物)條例 □ Cap.636 消防安全(工業建築物)條例

The shutdown of FSI was not related to Cap. 502/Cap. 572/Cap.
 636



**FSI Shutdown Notice** 笃 部份 - 關閉消防裝置 04-01-2021 開始關閉日期: 預計完成日期<sup>(2)</sup>; 08-06-2021 FS 251<sup>(3)</sup>編號(如有):

The period of FSI shutdown in this submission is more than
 14 days



註1:花漢為線/建<u>盤</u>/安演防袋/喻種為,就成大量個別為幼(芥本份紙風)廣的成所,同時習前。 程2:一般而言,除了因治例要求總行約省防安全該着工程外,每次開份/起表開開,清約教置的時間不應超過<u>14英</u>。 这3:從冊預方震置來辦商演研死成<u>總量</u>/4时消防震量或後指覆 <u>14 天</u>興福台一份短明書。

### **FSI Shutdown Notice**

第二部份 - 延長關關消防裝置

工程常延期至<sup>(2)</sup>: 10 Apr 2021

IFS 251<sup>(8)</sup>编號(如有):\_

第三部份一、恢復消防装置

土程完成日期:<u>-9 APR 2021</u> FS 251<sup>(3)</sup>編號:\_\_\_\_\_\_

For extension and completion of FSI shutdowns, serial number of FS 251 which was previously issued for the works must also be provided

# **Important Guides**

#### **Practical**

- Keep the disruption to the normal operation of the FSI caused by maintenance, modification or repair to minimum
- Adopt a systematic approach, i.e. shut down the FSI by sections and resumed normal as soon as practicable
- Refrain from shutting down the whole FSI system for a prolonged period of time

Top-up the water tanks of the affected/unaffected FSI system prior the commencement of work



# **Important Guides**



#### **Administration**

Post simple and standardized graphical notices detailing the shutdown

Ensure the residents/ occupants/ property management company has/have been notified of the shutdown information

## Inspection, Maintenance, Modification and Repair of Fire Service Installations and Equipment with Moving Parts

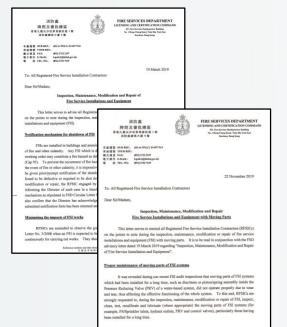
Inspection, Maintenance, Modification and Repair of Fire Service Installations and Equipment with Moving Parts

• Two advisory letters dated 19.3.2019 and 22.11.2019 were issued

 Moving parts of FSIs not operate properly due to wear and tear (e.g. FS inlet & PRV)







Inspection, Maintenance, Modification and Repair of Fire Service Installations and Equipment with Moving Parts DOs (√)

 Inspect, clean, test, recalibrate and lubricate (where appropriate) the moving parts of FSI

• Check to verify that there is sufficient water flow and water pressure from hose reels and hydrant outlets

 Advise FSI owner to keep sufficient stock of spare parts/components of the FSI(e.g. MJC)







Inspection, Maintenance, Modification and Repair of Fire Service Installations and Equipment with Moving Parts

DON'Ts (X)

Visually inspect the FS/Sprinkler inlets only

 Reinstate the FSI without ensuring it is in efficient working order after inspection, maintenance, modification or repair of FSI







