

Fire Safety Standards Advisory Group (FSSAG)
Matter Discussed in the 80th FSSAG Meeting held on 12 June 2025

1. *Establishment of “One-stop Coordination Office for New Fire Protection Facilities Acceptance” (OFFA) 「新建消防設施一站式驗收統籌辦公室」(「消防驗收統籌辦」)*

FSD informed the meeting that OFFA was officially established on 13 March 2025. The press conference introducing the establishment of OFFA was held on 30 April 2025, which was widely covered by local media. The press conference was also live broadcast through social media platforms.

OFFA was committed to providing one-stop support and coordination services with a facilitator mindset to enhance the overall efficiency of FSI acceptance inspections. Through a series of enhancement measures, OFFA aimed to shorten the overall time required for acceptance inspections of average-scale regular projects by one-third, from within 52 working days to within 35 working days, and further reduce the acceptance process for public housing projects to within 22 working days. Besides, OFFA would continue to refine the relevant procedures and technology to streamline the inspections and business operations. Members were invited to contact OFFA’s dedicated email and hotline for enquiries.

2. *Review on FSD Circular Letter No. 1/2022 Clean Agent Fire Extinguishing Systems - Review and Annual Inspection of Enclosure Integrity*

FSD Circular Letter No. 1/2022 had been successfully implemented in both new and existing buildings. In view of the review result provided by FSICA, as well as internal review conducted by FSD, it was agreed to put FSD Circular Letter No. 1/2022 for long term use. Members were encouraged to share the practice of FSD Circular Letter No. 1/2022 with their respective professional parties for information and reference.

As no further discussion on the issue was required so far, it was proposed and members agreed to delete the item in the next meeting.

3. *Clarification on Provision of Sprinkler and Hose Reel Systems Installation on Roof/ Upper Roof/Top Roof Level (Appendix I)* (FSICA)*

FSICA briefed the arrangement of the fire hydrant and hose reel coverage

specifically on the maintenance and repair (M&R) access, roof, upper roof and top roof and enquired if the proposed arrangement should be acceptable under the FSD Codes of Practice for Minimum Fire Service Installations and Equipment (FSI CoP).

It was responded that the provision of a hose reel system should be provided in accordance with the “classification of premises” stipulated in Part IV of the FSI CoP. Accordingly, a hose reel system was required for M&R access if it connected to premises on the same floor level where a hose reel system was required. In such case, the hose reel should cover every part of that premises (including the M&R area) by a length of not more than 30m of hose reel tubing.

FSD supplemented that if premises (e.g. a plant room) did not require a hose reel system under the FSI CoP, no hose reel was required for M&R access connecting to those premises on the same floor level. As such, the coverage of hose reel was not required in the proposed M&R areas at roof floor, upper roof floor and top roof floor, as shown in Appendix I. Nonetheless, if the M&R area or roof area included special features, e.g. a signboard not wholly made of non-combustible materials, the need for a hose reel system would be assessed on a case-by-case basis.

It was suggested that the specific case could be further discussed during the pre-inspection meeting with FSD.

4. *Review on the Specification of Static/Dynamic Smoke Extraction Systems (FSD)*

FSD informed the meeting that the specification of static/dynamic smoke extraction systems was stipulated in Clause 5.23 in Part V of FSI CoP and Part IV of FSD Circular Letter No. 4 of 1996 (CL). With a view to better facilitate relevant stakeholders of local trade to handle FSI/314 submission and conducting testing and inspection upon FSI/501 application for smoke extraction systems, a comprehensive review exercise was conducted by FSD to revisit its specification. As such, the review exercise incorporated the specification of the CL to FSI CoP and refined the context in the relevant part of FSI CoP to enhance clarity on system configuration & specification and to align with local practice. The summary of the proposed amendments in corresponding parts of FSI CoP would be circulated to members for comment.

**Remark: To avoid confusion, the appendix was not attached.*

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