

按照香港法例第 636 章《消防安全(工業建築物)條例》 - 消防裝置圖則審批核對表  
**Checklist for Fire Services Installation Drawings Submission under  
 Fire Safety (Industrial Buildings) Ordinance (Cap. 636)**

檔號 File Ref : ( ) in FP 63/

地址 Address :

A 部 證明文件

Part A. Supporting documents

(1)	須提供業主立案法團/業主就遞交消防裝置圖則的同意書/聘用書/提名信 (即項目地址、公司名稱、公司印章、姓名及簽署、有關聯資料……等) Consent / Employment / Nomination letters from the Incorporated Owners (I.O.) / Non-domestic Owner(s) for FSI submission (i.e. Project address, Company name, Company Chop, Full name of Authorized Signatory, relevant information, etc.) shall be provided	[ ]
(2)	須在 FSI/314D 表格上提供完整而準確的資料 (即項目地址、公司名稱、公司印章、姓名及簽署、有關規則及守則……等) Complete with accurate information on FSI/314D Form (i.e. Project address, Company name, Company Chop, Full name, Signature, relevant Rules and Codes of Practices....., etc.) shall be provided	[ ]
(3)	如適用，須提供由認可人士提交的結構評估報告 Structural Appraisal Report (SAR) by Authorized Person shall be provided; if applicable	[ ]
(4)	其他 Others :-	[ ]

## B 部 消防裝置圖則的一般要求

## Part B. General requirement in FSI drawings

(1)	須提供準確的圖則清單／樓宇位置及平面圖／圖例／消防註釋及其消防裝置的狀況與準則 (現有／新安裝部分) Accurate drawing List / Location & Block Plan / Legend / Fire Services Notes with status criteria (existing / newly installed portions), exact scope of works with system descriptions, relevant Rules and Codes of Practices, etc. shall be provided	[ ]
(2)	任何不包括在所遞交圖則內的樓宇範圍／部分，須以影線或陰影顯示並加上說明 Any areas / portions of the building not included in the submission shall be hatched or shaded with description	[ ]
(3)	消防裝置圖則與消防安全指示／已獲批准的建築圖則相符 FSI drawings tally with Fire Safety Direction / approved general building plan	[ ]
(4)	消防註釋與消防裝置圖則相符 FS notes tally with FSI drawings.	[ ]
(5)	須提交 3 套圖則(包括系統示意圖)，其中至少 2 套須要著色 Three (3) sets of drawing (including schematic piping diagram) shall be submitted with at least 2 sets in colour	[ ]
(6)	須依從消防處通函第 4/96 號的規定圖則比例和顏色代碼。而現有消防裝置須以虛線顯示 Drawing scale and colour codes shall be provided in accordance with FSD Circular Letter 4/96. The existing FSI works to be shown in hidden lines.	[ ]
(7)	重新遞交的消防裝置圖則已經修訂，或依據上次遞交時所獲的意見作相應更改 FSI plan resubmission is amended or incorporated the comments made in previous submission	[ ]
(8)	須整合整棟樓宇的消防裝置。如適用，須提供整套消防裝置，或在消防裝置圖則上標示每個整合點 FSI(s) for the entire building is required to be integrated. Full set of FSI(s) shall be provided or any integrated point(s) to be marked on FSI drawings if applicable	[ ]
(9)	文字和符號難以閱讀 (字體／符號過小，或文字／符號與圖則的色彩對比過低) Text and symbols are not readable (size of font/symbol is too small / low colour contrast between text/symbols and the drawing)	[ ]
(10)	現有消防裝置(如手控火警警報系統、消防喉轆、出口指示牌照明裝置)，與及相關房間及處所名稱必需明確地展視在消防裝置圖則上 Existing FS installation (i.e. MFA, alarm bells, HR/FH and exit sign), room name should be clearly displayed on FSI drawing plans.	[ ]
(11)	其他 Others :-	[ ]

## C 部 消防栓／喉轆系統

## Part C. FH/HR System

(1)	須提供系統示意圖 (喉管／電路) Schematic Diagram(s) ( piping / circuitry ) shall be provided	[ ]
(2)	須根據消防安全指示／消防處守則 2012，提供有效水容量的消防水缸 FS tank with appropriate effective water capacity shall be provided in accordance with Fire Safety Direction / FSD Codes of Practice 2012	[ ]
(3)	須提供消防水缸的位置 Location of FS tank shall be provided	[ ]
(4)	須提供消防泵的位置 Location of FS pumps shall be provided	[ ]
(5)	須根據消防安全指示提供 主／後備 的固定消防泵 Duty / standby fixed fire pump(s) shall be provided in accordance with Fire Safety Direction (FSDn)	[ ]
(6)	須根據消防安全指示提供 主／後備 的中途泵 Duty / standby intermediate booster pump(s) shall be provided in accordance with Fire Safety Direction (FSDn)	[ ]
(7)	須提供準確的消防泵性能資料 (壓力和流量資料列表) Accurate FS pump performance (pressure and flow schedule) shall be provided	[ ]
(8)	消防入水口須設計和設置於地面層 (以位於樓宇正面為合符標準最佳位置) FS inlet(s) shall be provided & designed on G/F (preferably at the principle face of the building)	[ ]
(9)	消防裝置整合點須預留及標示在消防裝置圖則上以便整合整棟樓宇的消防裝置 Facilities reserved for integration to the building system(s) shall be indicated on the FSI drawings	[ ]
(10)	須提供正常電源 Primary power supply shall be provided	[ ]
(11)	須提供後備緊急電源 Secondary power supply shall be provided	[ ]
(12)	其他 Others :-	[ ]

## D 部 喉輻系統

## Part D. Hose Reel System

(1)	須提供系統示意圖 (喉管／電路) Schematic Diagram(s) ( piping / circuitry ) shall be provided	[ ]
(2)	消防喉輻的消防喉在安裝位置需能夠覆蓋在 30 米內範圍 Fire hose reel was located in a conspicuous location and 30m long hose reel should be provided to cover every part of the premises.	[ ]
(3)	須根據消防安全指示，提供有效水容量的消防水缸 FS tank with appropriate effective water capacity shall be provided in accordance with Fire Safety Direction	[ ]
(4)	須提供消防水缸的位置 Location of FS tank shall be provided	[ ]
(5)	須提供消防泵的位置 Location of FS pumps shall be provided	[ ]
(6)	須提供準確的消防泵性能資料 (壓力和流量資料列表) Accurate FS pump performance (pressure and flow schedule) shall be provided	[ ]
(7)	消防裝置整合點須預留及標示在消防裝置圖則上以便整合整棟樓宇的消防裝置 Facilities reserved for integration to the building system(s) shall be indicated on the FSI drawings	[ ]
(8)	須提供正常電源 Primary power supply shall be provided	[ ]
(9)	須提供後備緊急電源 Secondary power supply shall be provided	[ ]
(10)	其他 Others :-	[ ]

## E 部 自動花灑系統

## Part E. Automatic Sprinkler System

(1)	須提供系統示意圖 (喉管／電路／訊號) Schematic Diagram(s) ( piping / circuitry / signal ) shall be provided	[ ]
(2)	須根據消防安全指示／《英國防損委員會準則》／消防處通函 提供有效水容量的花灑水缸 Sprinkler tank with appropriate effective water capacity shall be provided in accordance with Fire Safety Direction / LPC Rules / BS EN 12845:2003 / FSD Circular letter.	[ ]
(3)	須提供花灑水缸的位置 Location of sprinkler tank shall be provided	[ ]
(4)	須提供花灑泵的位置 Location of sprinkler pumps shall be provided	[ ]
(5)	須提供準確的花灑泵性能資料 (壓力和流量資料列表) Accurate sprinkler pump performance (pressure and flow schedule) shall be provided	[ ]
(6)	須提供花灑控制器閥位置 Location of sprinkler control valve set shall be provided and indicated on the FSI drawings	[ ]
(7)	花灑入水口須設計和設置於地面層 (以位於樓宇正面為合符標準最佳位置) Sprinkler inlet(s) shall be provided & designed on G/F (preferably at the principle face of the building)	[ ]
(8)	消防裝置整合點須預留及標示在消防裝置圖則上以便整合整棟樓宇的消防裝置 Facilities reserved for integration to the building system(s) shall be indicated on the FSI drawings	[ ]
(9)	如適用，須整合建築物內所有現有的花灑系統及新裝花灑系統／裝置 All existing sprinkler system(s) and new sprinkler system/installation of the building are required to be integrated if applicable	[ ]
(10)	須提供正常電源 Primary power supply shall be provided	[ ]
(11)	須提供後備緊急電源 Secondary power supply shall be provided	[ ]
(12)	其他 Others :-	[ ]

## F 部 手控火警警報系統／火警偵測系統

## Part F. Manual Fire Alarm (MFA) / Automatic Fire Alarm (AFA) System

(1)	須提供系統示意圖 (電路／訊號) Schematic Diagram(s) ( circuitry / signal ) shall be provided	[ ]
(2)	須提供正常電源 Primary power supply shall be provided	[ ]
(3)	須提供後備緊急電源 Secondary power supply shall be provided	[ ]
(4)	如適用，須整合建築物內所有現有的及新安裝的手控火警警報系統／火警偵測系統 All newly installed and/or existing Manual Fire Alarm / Automatic Fire Alarm systems for the building are required to be integrated if applicable	[ ]
(5)	消防裝置整合點須預留及標示在消防裝置圖則上以便整合整棟樓宇的消防裝置 Facilities reserved for integration to the building system(s) shall be indicated on the FSI drawings	[ ]
(6)	其他 Others :-	[ ]

## G 部 機械通風系統的自動中斷操作裝置

## Part G. Automatic cut-off device for mechanical ventilation system

(1)	須提供氣流示意圖 Schematic air flow diagram shall be provided	[ ]
(2)	須提供用以通風／空氣調節控制系統的中斷方法，及有關用以通風／空氣調節控制系統的合併系統的中斷方法原因 Method used to trip off VAC equipment and substantiation for combination of any methods used in VAC System shall be provided	[ ]
(3)	須提供空氣處理機組／通風扇資料列表 Schedule of AHU(s) / Ventilation Fan(s) shall be provided	[ ]
(4)	須提供空氣處理機組／通風扇位置的分布圖 Layout plan for the location of AHU(s) / Ventilating Fan(s) shall be provided	[ ]
(5)	其他 Others :-	[ ]

## H 部 輔助電力供應

## Part H. Secondary Source of Electrical Power Supply

(1)	須提供電路系統接駁消防裝置與及消防員升降機等示意圖 Schematic diagram(s) showing electrical distribution to all FSIs and Fireman's lift, etc shall be provided.	[ ]
(2)	須提供電力計算資料以證明有足夠電力供應予消防裝置與及消防員升降機 Accurate electrical calculations demonstrating sufficient electrical capacity of secondary source to meet the FSIs load and Fireman's lift.	[ ]
(3)	其他 Others :-	[ ]

請注意，以上核對表只僅供參考。消防裝置須根據相關的消防安全指示及《最低限度之消防裝置及設備守則》(2012年版)設計及安裝。本處收到再次遞交的消防裝置圖則後，會予以核准或再度提供意見。

Please be reminded that the above checklists are for reference only. Design and installation of FSI(s) shall be provided in accordance with relevant Fire Safety Direction (FSDn) and Codes of Practice for Minimum Fire Service Installations and Equipment 2012. Approval or further comments may be given upon the receipt of resubmitted FSI drawings.

備註

Remarks :

- i) 根據《建築物條例》(第 123 章)，在樓宇進行的 **建築工程** 須獲屋宇署以核准建築圖則或書面同意的形式予以批准。特此提醒樓宇業主／佔用人，根據相關消防安全指示，在樓宇進行 **建築工程**，以落實消防安全措施，例如安裝新的消防水缸，將現有水缸的用途改作消防裝置用途，為水泵建造基座／支撐架，以及進行與消防裝置相關的其他 **建築工程**……等，有關工程須向屋宇署取得批准／同意。

According to the Buildings Ordinance Cap 123, **building works** carried out in buildings shall be approved by the Buildings Department in the form of approved building plans or consent in writing. Here is to remind that approval / consent shall be obtained from the Buildings Department for those **building works** carried out in buildings where fire safety measures to be complied with by owner(s)/occupier(s) in accordance with relevant Fire Safety Direction(s) such as new installation of fire service tank(s), change in use of existing water tank(s) for FSI use, construction of plinth/spreader for pumps, other **building works** related to fire service installations etc.

- ii) 根據《建築物條例》(第 123 章)第 14 條，在任何 **建築工程** 展開前，必須先得到屋宇署核准的建築圖則或其給予的書面同意。

Approved building plans or consent in writing from the Buildings Department shall be obtained before the commencement of any **building works** in accordance with s.14 of the Buildings Ordinance Cap 123.

- iii) 特此提醒，按情況所需，適時向相關其他政府部門取得有關批准／同意。例如 水務署、機電工程署……等。

Please also be reminded that approval / consent shall be obtained from other relevant government department(s) such as Water Supplies Department, EMSD etc. in time, if applicable.