

FSI/501-Application for Inspection and Testing of Fire Service Installation and Equipment



1) Introduction

Part A (to be completed
2) by Registered Professional
Engineer (if applicable))

3) Part B (to be completed
by Authorized Person)

4) Signature (Registered
Professional Engineer)

5) Signature (Authorized
Person)

6) Acknowledgement

[General FAQs](#)



Fire Services Department
The Government of the Hong Kong Special Administrative Region
of the People's Republic of China

Points to Note

Note: Please note that this form requires a digital certificate for digital signing purposes in later steps. Applicant or relevant party(ies) need [an activated "iAM Smart+" account with digital signing function \(More Info\)](#) or a **valid personal digital certificate** for submission of application.

Applicant or relevant party(ies) have registered for "iAM Smart+" or have a digital certificate. *

Confirm

Disclaimer

The true copy of the related documents/drawings according to the FSD Circular Letters No. 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.

Address: FIRE SERVICES DEPARTMENT
LICENSING & CERTIFICATION COMMAND
Fire Protection Engineering Compliance Division
Fire Protection Facilities Group
2/F, Centre Parc, 11 Sheung Yuet Road,
Kowloon Bay, Kowloon, Hong Kong.

Office Hour: Monday to Friday 8:30 to 13:00 and 14:00 to 17:45

Please note that the request for the initial inspection on Fire Service Installations (FSIs) may be rejected if you are failed to submit the related documents/drawings, or they are incomplete or contain significant irregularities.

I have read, understood and agree to the above Disclaimer. *

Confirm

I Want To

Start Filling in a New Form

Fill in a Saved Form

**RPE (if any) or AP
start filling in a new form**

FSI/501-Application for Inspection and Testing of Fire Service Installation and Equipment

- 1) Introduction
- 2) Part A (to be completed by Registered Professional Engineer (if applicable))
- 3) Part B (to be completed by Authorized Person)
- 4) Signature (Registered Professional Engineer)
- 5) Signature (Authorized Person)
- 6) Acknowledgement

Do you have to fill for Part A? *

Yes No

* Mandatory fields

Save Back Next

Last Update: 2023-11-08

Choose Yes if RPE involved

Save the progress if necessary
(* Please refer to Procedure of Form Saving / Filling Saved Form at page 4 - 6)

Next page

Procedure of Form Saving
/ Filling Saved Form

* Mandatory fields

Save Back Next

Save the progress

Save Form

This form data file (the file) will be saved into your current device. Please use a password to protect the file.

NOTE: Please keep your password properly for loading the file to resume filling the form, otherwise the file could not be loaded without the password.

Password *

Confirm Password *

Cancel Save

Save the progress and download a data file (gfd. format), create a password to protect the file

[FSD055-2023-10-10-1126.gfd](#)

blob:https://eform0.cefs.gov.hk/a2b5a3a1-944e-401d-aadb-65a7cef23702

[在資料夾中顯示](#)

FSI/501-Application for Inspection and Testing of Fire Service Installation and Equipment

1) Introduction

Part A (to be completed
2) by Registered Professional
Engineer (if applicable))

Part B (to be completed
3) by Authorized Person)

4) Signature (Registered
Professional Engineer)

5) Signature (Authorized
Person)

6) Acknowledgement

[General FAQs](#)



Fire Services Department
The Government of the Hong Kong Special Administrative Region
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Applicant or relevant party(ies) have registered for "iAM Smart+" or have a digital certificate. *

Confirm

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The true copy of the related documents/drawings according to the FSD Circular Letters No. 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.

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Office Hour: Monday to Friday 8:30 to 13:00 and 14:00 to 17:45

Please note that the request for the initial inspection on Fire Service Installations (FSIs) may be rejected if you are failed to submit the related documents/drawings, or they are incomplete or contain significant irregularities.

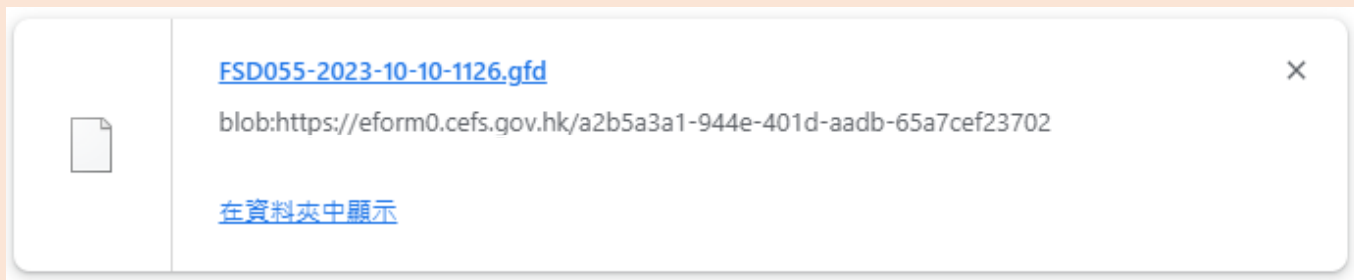
I have read, understood and agree to the above Disclaimer. *

Confirm

I Want To Start Filling in a New Form
 Fill in a Saved Form

Fill in a Saved Form

Upload the data file to continue the progress




A notification box with a document icon on the left. The text inside reads: [FSD055-2023-10-10-1126.gfd](#) (with a close button 'x' to the right), followed by the blob URL: blob:https://eform0.cefs.gov.hk/a2b5a3a1-944e-401d-aadb-65a7cef23702. At the bottom, there is a link: [在資料夾中顯示](#).



Open a Saved Form

Saved Form File *

 Choose a file or drag it here
Accept file format: GFD

Password *

Step 2: Part A (to be completed by RPE (if applicable))

1) Introduction ✓

2) Part A (to be completed by Registered Professional Engineer (if applicable))

3) Part B (to be completed by Authorized Person)

4) Signature (Registered Professional Engineer)

5) Signature (Authorized Person)

6) Acknowledgement

General FAQs

Do you have to fill for Part A? *

Yes No

i I hereby certify that the following system(s) has/have been installed and tested in accordance with the FSD's requirements.

#	FSI type *	FSI/501a/FSD reference *
1	staircase pressurization system	Testing.pdf (260.8 KB)

Choose files or drag them here
Accept file format: PDF
Total size up to 2.7 MB
(Could choose multiple files)

Approved by FSD on * 2023-11-01

FSD Ref No. * FP 8/1234 <11>

本處檔號	OUR REF. :	
來函檔號	YOUR REF. :	
圖文傳真	FAX NO. :	
電話	TEL. NO. :	
電子郵件	E-mail :	

NP letter ref. no.

Add Line

Add line for more than one system

RPE fill in the form

Full Name * CHAN Tai Man

Discipline * BS

Registered Professional Engineer Number * 12345

Date * 2023-11-05

* Mandatory fields

Save Back Next

Step 3: Part B (to be completed by Authorized Person)

1) Introduction ✓

2) Part A (to be completed by Registered Professional Engineer (if applicable)) ✓

3) Part B (to be completed by Authorized Person)

4) Signature (Registered Professional Engineer)

5) Signature (Authorized Person)

6) Acknowledgement

[General FAQs](#)

FP Ref. No. *

8/	1234	← Compulsory
19/		← Optional

Types of Fire Service Installations and Equipment *

<input type="checkbox"/> Audio/Visual Advisory System	<input type="checkbox"/> Fire Blanket	<input type="checkbox"/> Sand Bucket
<input type="checkbox"/> Automatic Actuating Device	<input type="checkbox"/> Fire Control Centre	<input type="checkbox"/> Sprinkler System
<input type="checkbox"/> Automatic Fixed Installation other than Water	<input type="checkbox"/> Fire Detection System	<input type="checkbox"/> Static Smoke Extraction System
<input type="checkbox"/> Deluge System	<input type="checkbox"/> Fire Hydrant/Hose Reel System	<input type="checkbox"/> Street Fire Hydrant System
<input type="checkbox"/> Drencher System	<input type="checkbox"/> Fixed Automatically Operated Approved Appliance	<input type="checkbox"/> Supply Tank
<input type="checkbox"/> Dust Detection System	<input type="checkbox"/> Fixed Foam System	<input type="checkbox"/> Ventilation/Air ConditioningControl System
<input type="checkbox"/> Dynamic Smoke Extraction System	<input type="checkbox"/> Gas Detection System	<input type="checkbox"/> Water Mist System
<input type="checkbox"/> Emergency Generator	<input type="checkbox"/> Gas Extraction System	<input type="checkbox"/> Water Spray System
<input type="checkbox"/> Emergency Lighting	<input type="checkbox"/> Portable Fire Extinguisher	<input type="checkbox"/> Water Supply
<input checked="" type="checkbox"/> Exit Sign	<input checked="" type="checkbox"/> Pressurization of Staircase	<input type="checkbox"/> Others
<input checked="" type="checkbox"/> Fire Alarm System	<input type="checkbox"/> Ring Main System with FixedPump(s)	

The above fire service installation(s)/equipment has/have been installed at (address of premises) *

Hong Kong	Admiralty
Street No.	abc street
Phase	Estate Name
Block/Tower/House ...	
abc building	

AP fill in the form

Step 3: Part B (to be completed by Authorized Person)



the fire service installation(s)/equipment listed above and in the attached FSI/501a has/have been installed in accordance with the approved building plans stamped by the FSD on _____ and is/are ready for inspection

1

Approved building plans stamped by the FSD on *

2023-11-01



+ Add Line

Add line for more than one GBP

Fire Service Completion Advice in respect of fire service installation(s)/equipment requiring government water main connection has been _____ the Water Supplies Department *

issued by

Copy of Fire Service Completion Advice in respect of fire service installation(s)/equipment requiring government water main connection

Testing.pdf (260.8 KB)

the building owners have undertaken to provide 24-hour attendant service with normal telephone provision pending the connection of (a) direct telephone link(s) to the fire service installation(s)/equipment. The _____ from the building owners is attached herewith *

undertaking letter

Undertaking letter *

Testing.pdf (260.8 KB)

the building gross floor area of the above premises as defined under the Buildings Ordinance is _____ square metre *

1000

the type of building is *

domestic

I request that _____ be issued to me *

Certificate F.S.172 required under section 21(6)(d) of the Buildings Ordinance (Cap. 123)

AP fill in the form

Step 3: Part B (to be completed by Authorized Person)

Company Name *

abc company

Full Name of Authorized Person *

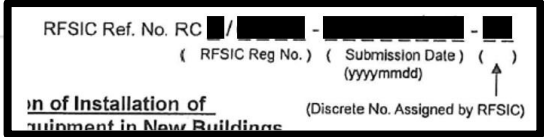
CHAN Siu Ming

Telephone No. *

11111111

AP fill in the form

It is necessary to upload all FSI/501a by AP



From FSI/501a

1

FSI/501a/FSD reference *

Testing.pdf (260.8 KB)

RFSIC Ref No. of the FSI/501a *

RC1/1234-20231025-12

Remark

Add line for more than one FSI/501a

+ Add Line

* Mandatory fields

Save Back Next

Step 4: Signature (RPE)

1) Introduction ✓

2) Part A (to be completed by Registered Professional Engineer (if applicable)) ✓

3) Part B (to be completed by Authorized Person) ✓

4) Signature (Registered Professional Engineer)

5) Signature (Authorized Person)

6) Acknowledgement

General FAQs [↗](#)

i Please check the following information and apply signature. You may go back to make changes as needed.

Do you have to fill for Part A?

Yes

i I hereby certify that the following system(s) has/have been installed and tested in accordance with the FSD's requirements.

#	FSI type	FSI/501a/FSD reference	Approved by FSD on	FSD Ref No.
1	staircase pressurization system	Testing.pdf (280.8 KB)	2023-11-01	FP 8/1234 <11>

Full Name
CHAN Tai Man

Discipline
BS

Registered Professional Engineer Number
12345

Date
2023-11-05

Signature (Registered Professional Engineer)

i I hereby declare that to the best of my knowledge and belief, the information provided above is true, correct and complete. I understand that if I wilfully give any false information, make any misrepresentation or withhold any material information in this application form, the case may be referred to appropriate professional registration bodies/disciplinary boards for necessary action.

Sign Here ←

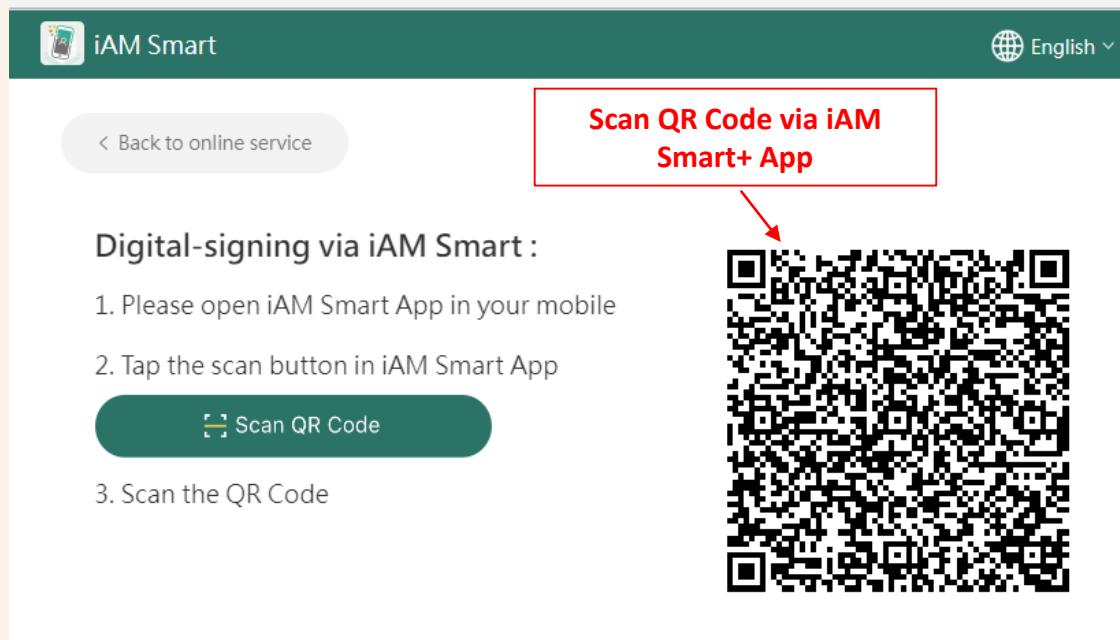
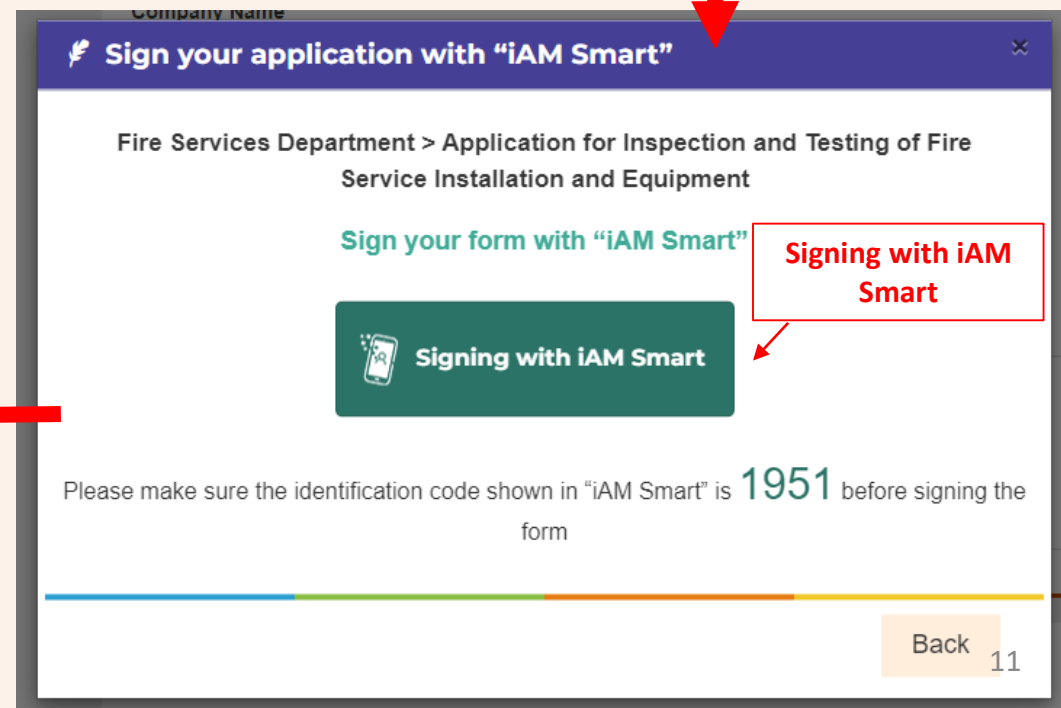
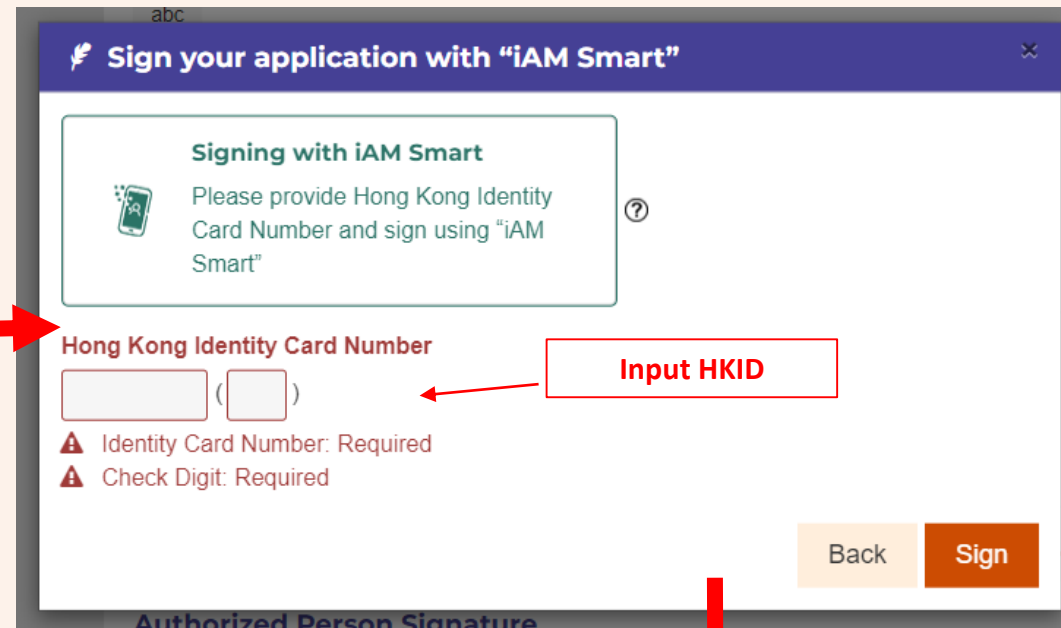
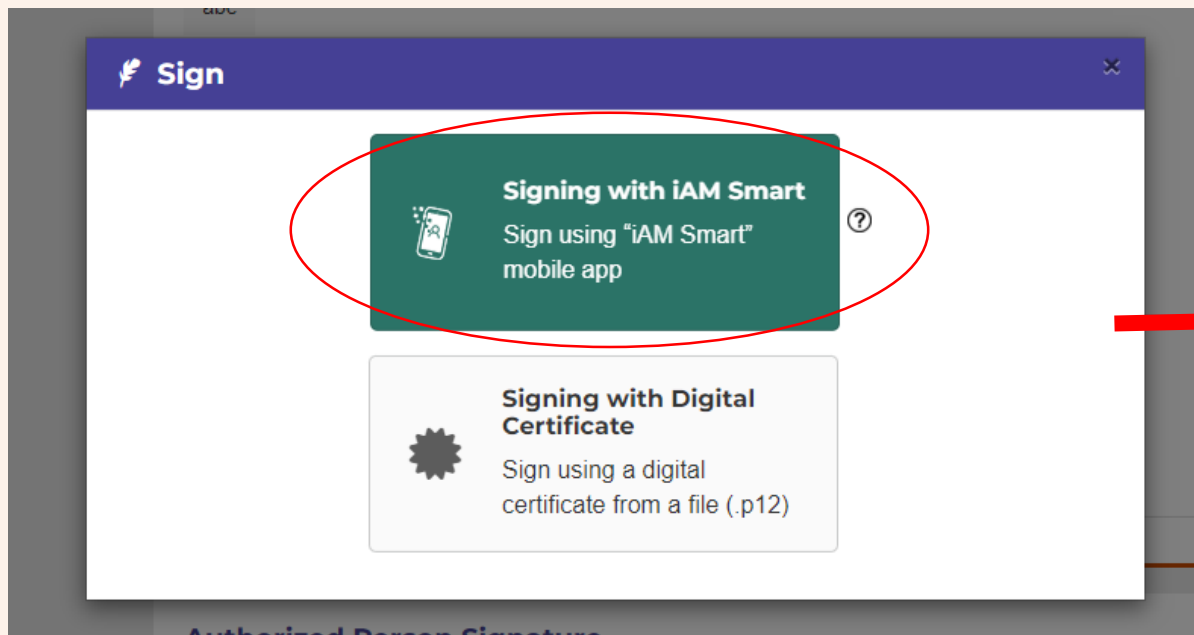
* Mandatory fields

Save Back Next

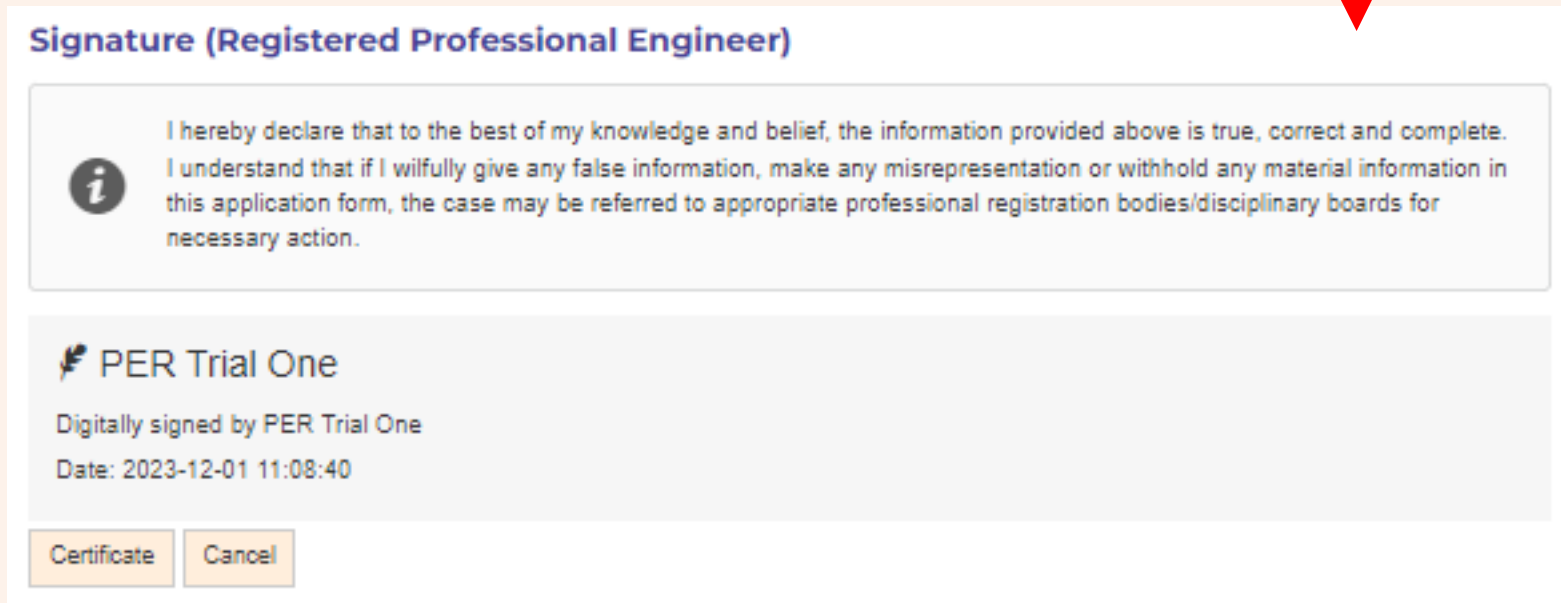
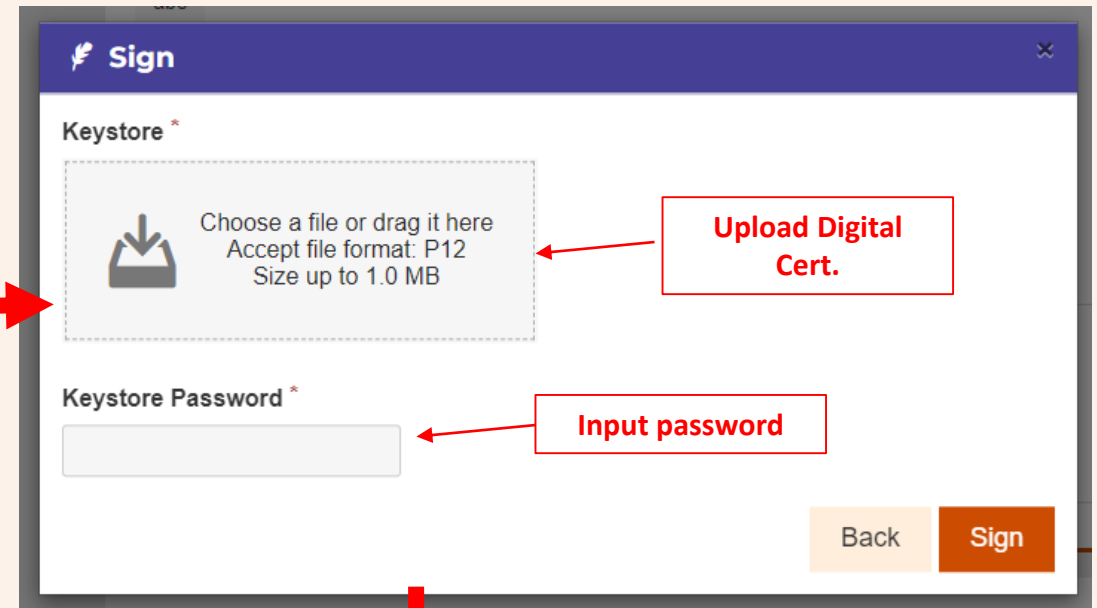
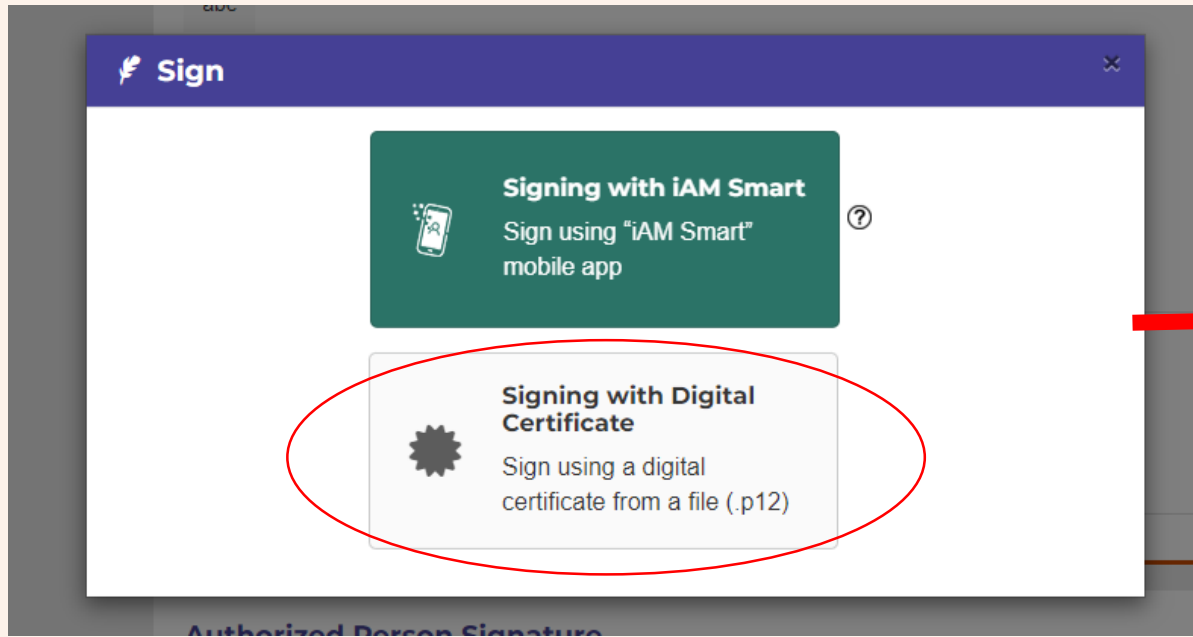
Confirm correct information

Signature (RPE) (* Please refer to Procedure Signing at page 12 - 13)

Procedure Signing - Method 1: iAM Smart+ App



Procedure Signing - Method 2: Digital Cert.



Step 5: Signature (Authorized Person)

1) Introduction ✓

2) Part A (to be completed by Registered Professional Engineer (if applicable)) ✓

3) Part B (to be completed by Authorized Person) ✓

4) Signature (Registered Professional Engineer) ✓

5) **Signature (Authorized Person)**

6) Acknowledgement

General FAQs [↗](#)

i Please check the following information before submission. You may go back to make changes as needed.

Points to Note

Note: Please note that this form requires a digital certificate for digital signing purposes in later steps. Applicant or relevant party(ies) need **an activated "iAM Smart+" account with digital signing function** ([More Info](#)) [↗](#) or a **valid personal digital certificate** for submission of application.

Applicant or relevant party(ies) have registered for "iAM Smart+" or have a digital certificate.

Do you have to fill for Part A?

Yes

i I hereby certify that the following system(s) has/have been installed and tested in accordance with the FSD's requirements.

#	FSI type	FSI/501a/FSD reference	Approved by FSD on	FSD Ref No.
1	staircase pressurization system	Testing.pdf (260.8 KB)	2023-11-01	FP 8/1234 <11>

Full Name

CHAN Tai Man

Discipline

BS

Registered Professional Engineer Number

12345

Date

2023-11-05

AP confirm correct information

Step 5: Signature (Authorized Person)


FP Ref. No.
8/ [redacted] 1234
19/ [redacted]

Types of Fire Service Installations and Equipment

Exit Sign
 Fire Alarm System
 Pressurization of Staircase

The above fire service installation(s)/equipment has/have been installed at (address of premises)

Hong Kong [redacted]
Admiralty [redacted]
[redacted] abc street
[redacted] [redacted]
[redacted] [redacted]
abc building

 the fire service installation(s)/equipment listed above and in the attached FSI/501a has/have been installed in accordance with the approved building plans stamped by the FSD on _____ and is/are ready for inspection

1

Approved building plans stamped by the FSD on
2023-11-01

Fire Service Completion Advice in respect of fire service installation(s)/equipment requiring government water main connection has been _____ the Water Supplies Department
issued by [redacted]

Copy of Fire Service Completion Advice in respect of fire service installation(s)/equipment requiring government water main connection
[Testing.pdf \(280.8 KB\)](#)


AP confirm correct information

Step 5: Signature (Authorized Person)

the building owners have undertaken to provide 24-hour attendant service with normal telephone provision pending the connection of (a) direct telephone link(s) to the fire service installation(s)/equipment. The _____ from the building owners is attached herewith

undertaking letter

Undertaking letter

 [Testing.pdf \(280.8 KB\)](#)

the building gross floor area of the above premises as defined under the Buildings Ordinance is _____ square metre

1000

the type of building is

domestic

I request that _____ be issued to me

Certificate F.S.172 required under section 21(6)(d) of the Buildings Ordinance (Cap. 123)

Company Name

abc company

Full Name of Authorized Person

CHAN Siu Ming

Telephone No.

11111111

1

FSI/501a/FS D reference	RFSIC Ref No. of the FSI/501a	Remark
 Testing.pdf (260.8 KB)	RC1/1234-20231025-12	

AP confirm correct information

Signature (Authorized Person)

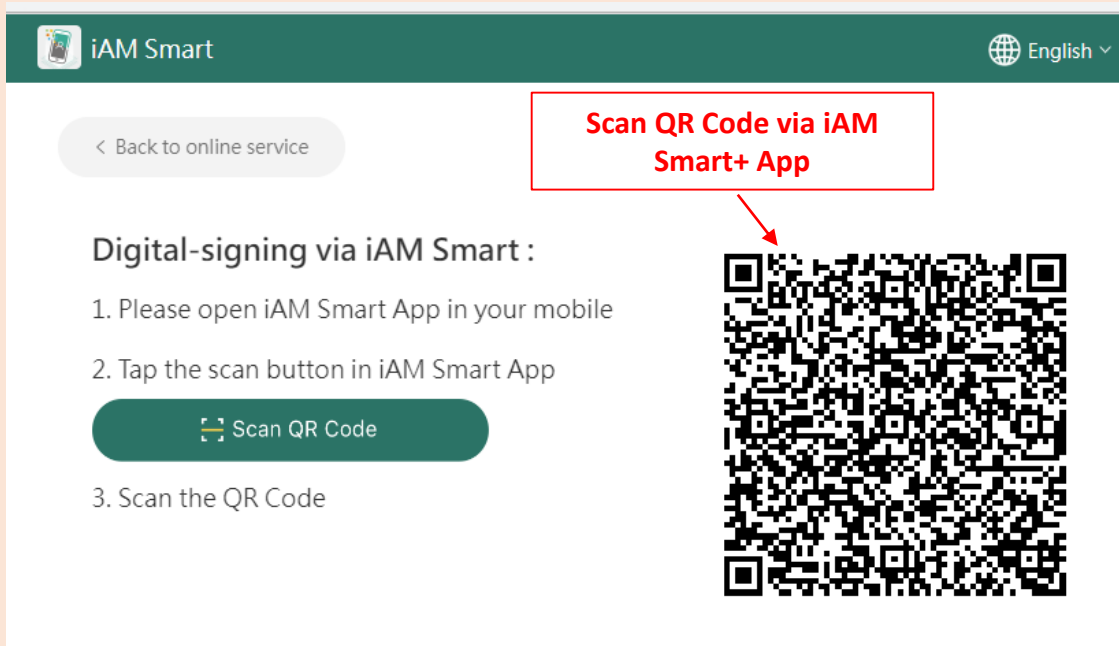
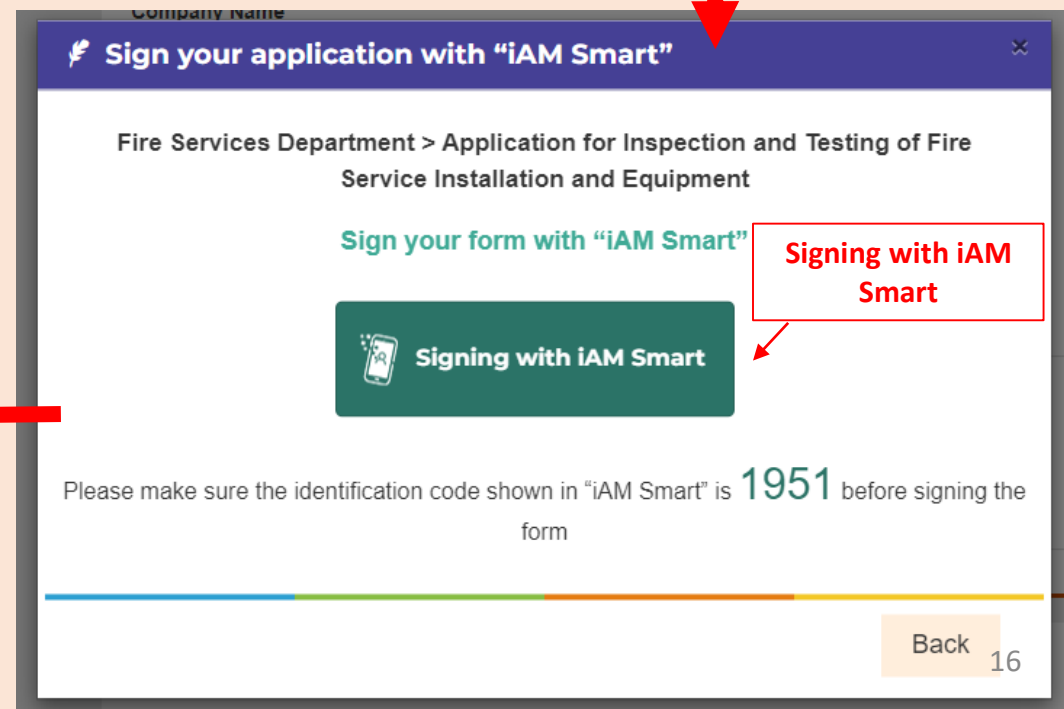
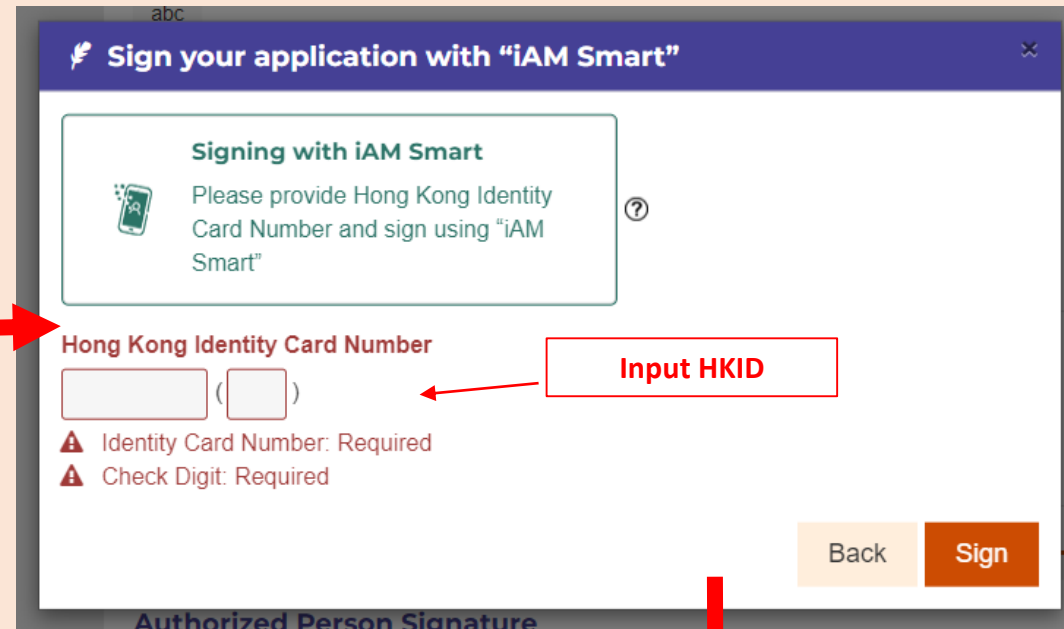
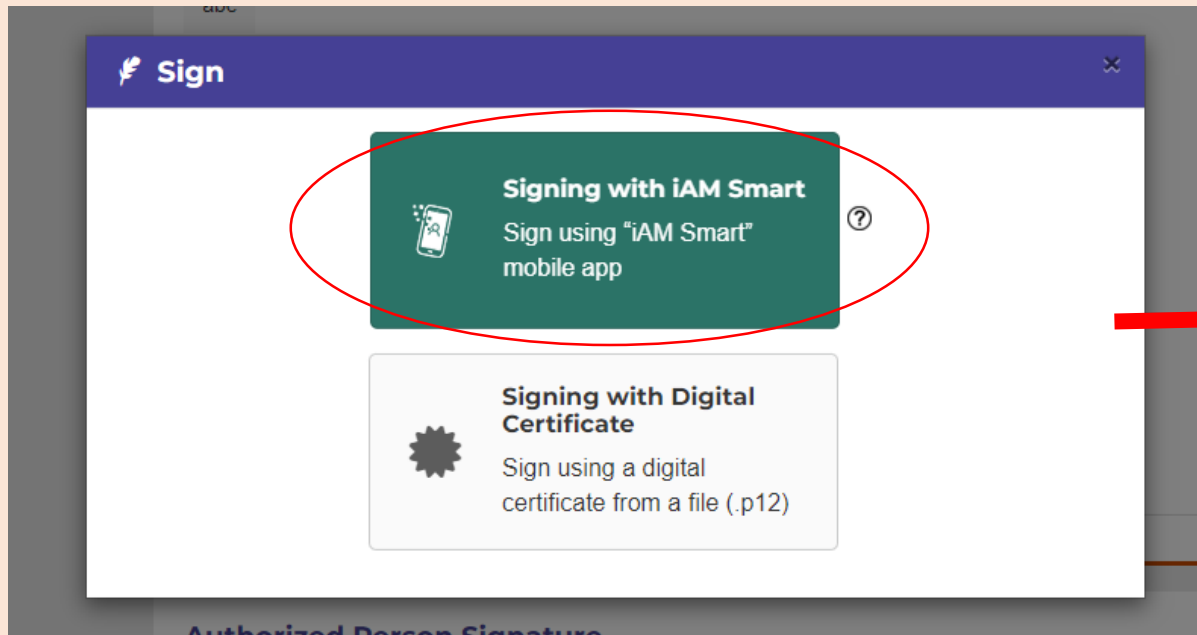


I hereby declare that to the best of my knowledge and belief, the information provided above is true, correct and complete. I understand that if I wilfully give any false information, make any misrepresentation or withhold any material information in this application form, the case may be referred to appropriate professional registration bodies/disciplinary boards for necessary action.

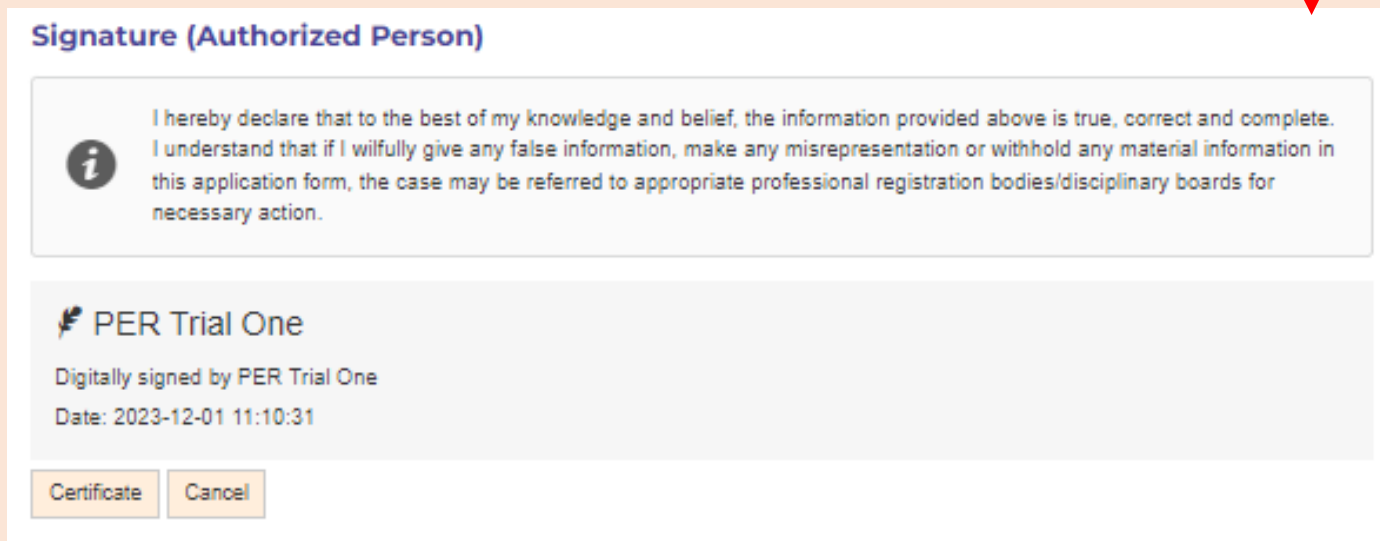
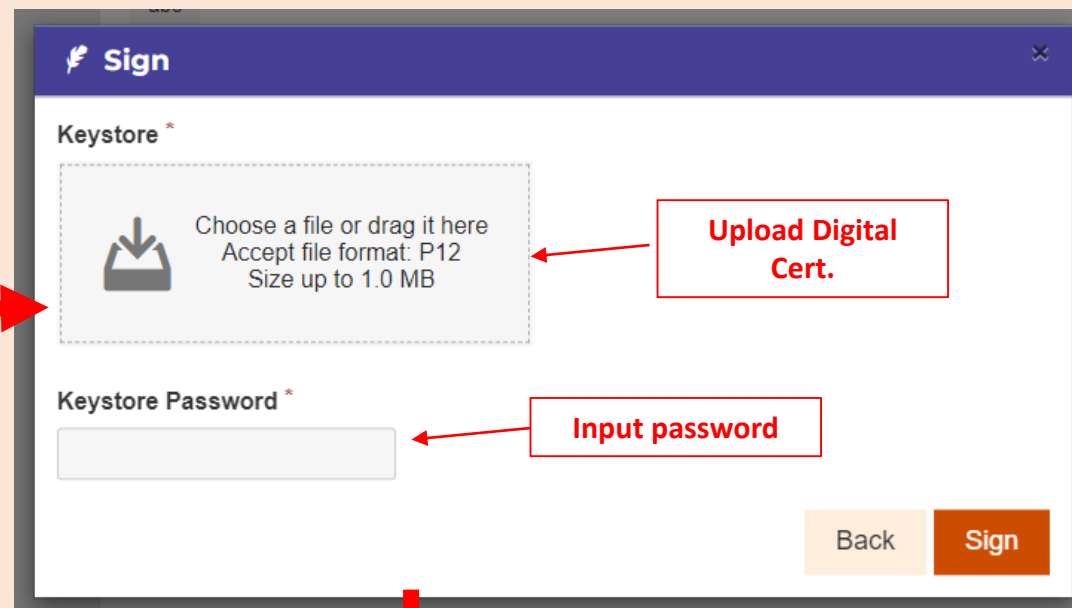
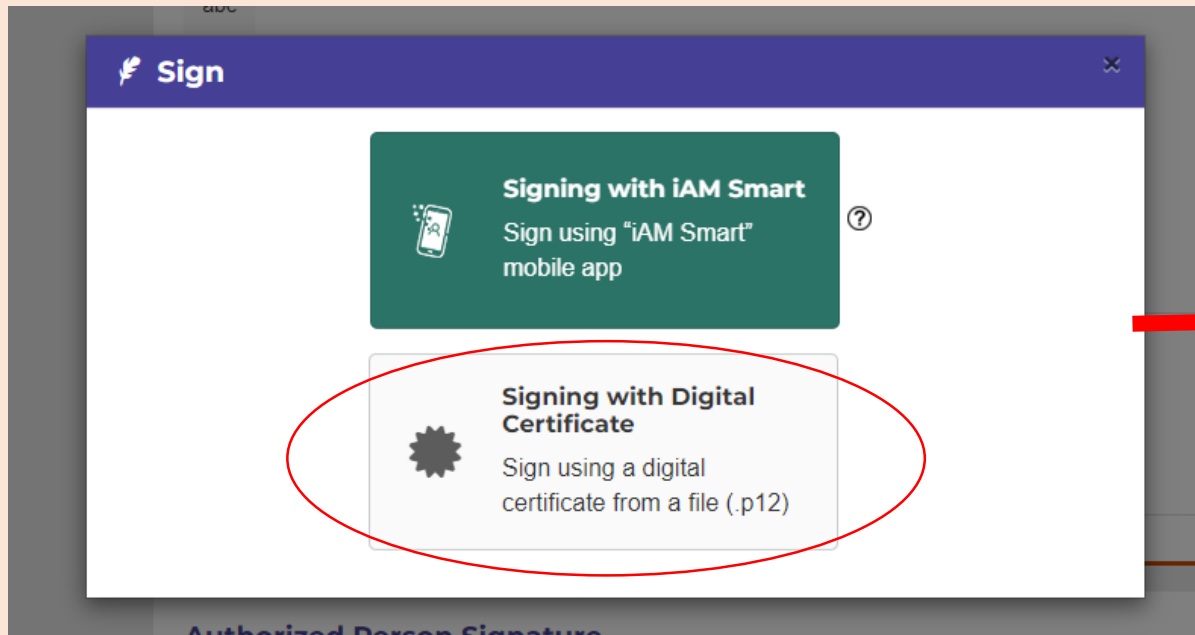
Sign Here

Signature (AP) (* Please refer to Procedure Signing at page 17 - 18)

Procedure Signing - Method 1: iAM Smart+ App



Procedure Signing - Method 2: Digital Cert.



Step 5: Signature (Authorized Person)

Submission Acknowledgement

Please provide your email address to receive acknowledgement email for future reference:

Email *

Provide email address to obtain Submission Acknowledgement

Filled Form Record

After submission, an acknowledgement file in PDF format with transaction reference number and your filled information will be available for download. You may provide a password to protect that file:

Password

Confirm Password

(Optional)
Create password to protect filled information

* Mandatory fields

Save

Back

Submit

Submit FSI/501 to FSD

1) Introduction ✓

2) Part A (to be completed by Registered Professional Engineer (if applicable))

3) Part B (to be completed by Authorized Person)

4) Signature (Registered Professional Engineer) ✓

5) Signature (Authorized Person) ✓

6) Acknowledgement

Submission Details

Thank you for using our e-Form service. Your submission has been received and will be forwarded to the concerned bureau, department or organisation for processing. Please quote the transaction reference number below for future communication related to this submission, including any enquiries or subsequent submission of supporting documents.

Print / Download Submitted Form

MUST download the filled FSI/501 (pdf. format) for record

Submission Date and Time (YYYY-MM-DD HH:MM)
2023-11-09 15:19

Transaction Reference Number
FSD0555VXBT5MBW2

Should you have any enquiries, please contact the respective bureau, department or organisation -
Fire Protection Facilities Group
Hotline: 2723 8787
Email: hkfsdenq@hkfsd.gov.hk

Last Update: 2023-11-08

**Downloaded submitted Form FSI/501
(Sample)**

FSI/501

**Section 21(6)(d) of the Buildings Ordinance (Cap. 123)
Application for Inspection and Testing of Fire Service Installations and Equipment**

FP Ref. No. *8/1234 _____ *19/2023 _____

Types of Fire Service Installations and Equipment:

- | | | |
|--|--|--|
| <input type="checkbox"/> Audio/Visual Advisory System | <input type="checkbox"/> Fire Blanket | <input type="checkbox"/> Sand Bucket |
| <input type="checkbox"/> Automatic Actuating Device | <input type="checkbox"/> Fire Control Centre | <input type="checkbox"/> Sprinkler System |
| <input type="checkbox"/> Automatic Fixed Installation other than Water | <input type="checkbox"/> Fire Detection System | <input type="checkbox"/> Static Smoke Extraction System |
| <input type="checkbox"/> Deluge System | <input type="checkbox"/> Fire Hydrant/Hose Reel System* | <input type="checkbox"/> Street Fire Hydrant System |
| <input type="checkbox"/> Drencher System | <input type="checkbox"/> Fixed Automatically Operated Approved Appliance | <input type="checkbox"/> Supply Tank |
| <input type="checkbox"/> Dust Detection System | <input type="checkbox"/> Fixed Foam System | <input type="checkbox"/> Ventilation/Air Conditioning Control System |
| <input type="checkbox"/> Dynamic Smoke Extraction System | <input type="checkbox"/> Gas Detection System | <input type="checkbox"/> Water Mist System |
| <input type="checkbox"/> Emergency Generator | <input type="checkbox"/> Gas Extraction System | <input type="checkbox"/> Water Spray System |
| <input type="checkbox"/> Emergency Lighting | <input type="checkbox"/> Portable Fire Extinguisher | <input type="checkbox"/> Water Supply |
| <input type="checkbox"/> Exit Sign | <input type="checkbox"/> Pressurization of Staircase | <input type="checkbox"/> Others _____ |
| <input type="checkbox"/> Fire Alarm System (MFA) | <input type="checkbox"/> Ring Main System with Fixed Pump(s) | |

Please tick the appropriate box(es).

Address of Premises

abc building, abc street, Admiralty, Hong Kong

Part A : (to be completed by Registered Professional Engineer (if applicable))

I hereby certify that the *staircase pressurization system(s), ~~dynamic smoke extraction system(s)~~, ~~water mist system(s)~~ ~~other system(s) (please specify)~~ listed above and in the attached FSI/501a, which was/were approved by the Fire Services Department (FSD) on 2023-11-01 (FSD Ref. No. FP 8/1234 <11> _____), has/have been installed and tested in accordance with the FSD's requirements. I am satisfied that the above systems are operating in accordance with the approved design and the requirements of the FSD.

Full Name: CHAN Tai Man Discipline: BS

Registered Professional Engineer Number: 12345 Date: 2023-11-05

Signature of Registered Professional Engineer: Digitally signed by PER Trial One Date: 2023-11-09 15:12:09

Part B : (to be completed by Authorized Person)

I hereby certify that:

- the fire service installation(s)/equipment listed above and in the attached FSI/501a has/have been installed in accordance with the approved building plans stamped by the FSD on 2023-11-01 and is/are ready for inspection;
- Fire Service Completion Advice in respect of fire service installation(s)/equipment requiring government water main connection has been *~~applied for~~ issued by the Water Supplies Department (copy *attached/~~not attached~~);

* Please delete as appropriate.
FSI/501 (Rev. 2020)

**Submission Acknowledgement
(Sample)**

GovHK 香港政府一站通

Acknowledgement of Form Submission

Thank you for using our e-Form service. Your submission has been received and will be forwarded to the concerned bureau, department or organisation for processing. Please quote the transaction reference number below for future communication related to this submission, including any enquiries or subsequent submission of supporting documents.

Submission Date and time (YYYY-MM-DD HH:MM)

2023-11-09 15:19

Transaction Reference Number

FSD0555VXBT5MBW2

Should you have any enquiry, please contact the respective bureau, department or organisation:

Fire Protection Facilities Group

Hotline: 2723 8787

Email: hkfsdenq@hkfsd.gov.hk