



**Information of Open Kitchen,  
Window-less Kitchen/Toilet in Residential Flats**

**To: Fire Service Installations Task Force**

**i. Contact Information**

Authorized Person		Tel	
Installation Contractor and FSD/RC No.		Tel	
Registered Specialist Contractor (ventilation works category) and Registration No.		Tel	

**ii. Building Information**

Building Address	
Building Name	
Total No. of Units	

**iii. Information of Open Kitchen**

Type of FSI inside Open Kitchen Unit				
Total No. of Open Kitchen Units				
Distribution of Open Kitchen Unit (✓ represents “unit with open kitchen”) (examples below)				
Floor/Flat	Flat A	Flat B	Flat C	Flat D
1/F		✓	✓	
2/F		✓	✓	
...				
30/F		✓	✓	

**iv. Information of Window-less Kitchen/Toilet (if applicable)**

Total No. of Window-less Kitchen				
Total No. of Window-less Toilet				
Ventilation Method (if no window is provided)				
Distribution of Window-less Kitchen/Toilet ( <b>K</b> represents “unit with window-less kitchen”, <b>T</b> represents “unit with window-less toilet”)(examples below)				
Floor/Flat	Flat A	Flat B	Flat C	Flat D
1/F		KT	KT	
2/F		K	T	
...				
30/F		KT	KT	

**v. Information of Fire Damper inside Window-less Kitchen/Toilet (if applicable)**

Total No. of Fire Dampers inside Window-less Kitchen/ Toilet					
Distribution of Fire Dampers inside Window-less Kitchen/Toilet ( <b>KF</b> represents “unit with window-less kitchen and fire damper”, <b>KT</b> represents “unit with window-less toilet and fire damper, <b>Number</b> represents quantity)(please refer to examples and remarks below)					
Floor/Flat	Flat A	Flat B	Flat C	Flat D	E & M Room/other
1/F		KF1	TF2		
2/F		KF1, TF2			
...					
30/F					

Remarks:-

e.g 1: KF1 - One number fire damper was installed in window-less kitchen

e.g 2: TF2 - Two numbers fire dampers were installed in window-less toilet

e.g 3: KF1, TF2 - One fire damper was installed in window-less kitchen and two fire dampers were installed in window-less toilet

**Enquiry:**

If you have any enquiries, please contact us at 3961 5084.

c.c.: Ventilation Division (Fax: 2382 2495)