



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

To: Fire Protection Facilities Supervision Division

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 (K represents “unit with window-less kitchen”, T 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 (KF represents “unit with window-less kitchen and fire damper”, KT represents “unit with window-less toilet and fire damper, Number 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.: Ventilating Systems Group (Fax: 2382 2495)