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FIRE SERVICES DEPARTMENT
LICENSING AND CERTIFICATION COMMAND
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24 November 2021

To: All Registered Fire Service Installation Contractors

Dear Sir/Madam,

Annual Inspection of Fire Service Installations and Equipment in Building Substations

This letter serves to remind all Registered Fire Service Installation Contractors (RFSICs) on the requirements when conducting annual inspection of the fire service installations and equipment (FSI) in buildings with substations.

It has recently come to our attention that FSI inside some building substations, or commonly known as transformer rooms, are found lack of annual inspection. Such FSI are forming part of the buildings FSI that their efficient working orders are of paramount importance in order to protect the facilities therein in case of fire.

Pursuant to Regulation 8(1)(b) of the Fire Service (Installations and Equipment) Regulations, Chapter 95B of the Laws of Hong Kong, the owner(s) of any FSI which is installed in any premises shall have such FSI inspected by a RFSIC at least once in every 12 months. Hence, it is the responsibility of RFSICs to ensure that inspections to the FSI inside building substations have been properly conducted at the same time when they are appointed by the owners to carry out the statutory duty for their buildings. Besides, you are also reminded to obtain prior authorization from the respective power companies through the building's owner/property management company and observe relevant safety requirements before gaining access to substations.

Should there be any enquiries pertaining to the subject matter, please contact Assistant Divisional Officer (Fire Service Installations Task Force) at 3961 5014.

Yours faithfully,

(LEUNG Kwun-hong)

for Director of Fire Services

c.c. Recipients of FSD Circular Letters
CLP Power Hong Kong Limited
The Hongkong Electric Company Limited
Hong Kong Association of Property Management Companies