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#### FIRE SERVICES DEPARTMENT

LICENSING AND CERTIFICATION COMMAND 5/F, Fire Services Headquarters Building No. 1 Hong Chong Road, Tsim Sha Tsui East Kowloon, Hong Kong

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25 November 2021

## To: Recipient of FSD Circular Letters

Dear Sir/Madam,

# FSD Circular Letter No. 9/2021 <u>Revised Annual Inspection Checklists for</u> <u>Fire Hydrant/Hose Reel Systems and Supply Tanks</u>

This letter serves to announce the revision of annual inspection (AI) checklists for fire hydrant/hose reel (FH/HR) systems (Annex A) and supply tanks (Annex B) and should be read in conjunction with FSD Circular Letter No. 4/2019 "Annual Inspection Checklists for Fire Hydrant/Hose Reel Systems and Supply Tanks" issued on 13 December 2019. The checklists annexed to FSD Circular Letters No. 4/2019 (English version) and No. 2/2020 (Chinese version) are hereby superseded by these revised ones.

The revisions to the existing checklists were made upon extensive consultation with local trade members. Major changes include, but are not limited to, the addition of appendices, which are designed for certain components/installations to facilitate the completion of the checklists, if applicable.

As a reminder, registered fire service installation contractors (RFSICs) shall conduct AIs against the checklists, which specify the minimum requirements for AIs, regardless of the time of submission of building plans of the subject building for approval. Items on the checklists and their appendices/tables, if applicable, to the FH/HR systems and supply tanks in

the buildings/premises, shall be inspected/tested. RFSICs shall, after inspection, complete the checklists by indicating, where appropriate, whether the inspected and tested items conform to the standards/requirements stipulated in the appropriate version of the Code of Practice for Minimum Fire Service Installations and Equipment.

In addition, RFSICs shall duly observe the principles and requirements regarding "Completion of checklists for AI" and "Duty and responsibility of RFSICs" as stated in FSD Circular Letter No. 4/2019. It is important for RFSICs to note that it is their responsibility to make sure that the FSIs are in efficient working order and conforming to the requirements specified in the Code of Practice for Minimum Fire Service Installations and Equipment and that the inspection, testing and maintenance are conducted in accordance with the Code of Practice for Inspection, Testing and Maintenance of Installations and Equipment.

The revised AI checklists for FH/HR systems and supply tanks (*Rev. 01, FSD Circular Letter No. 9/2021*) will take effect on **1 February 2022** to allow more time for the trade to get acquainted with them. Meanwhile, checklists for other fire service installations and equipment will be revised/devised for promulgation in due course.

For enquiries, please contact our Fire Service Installations Task Force at 2733 1567 during office hours.

Yours faithfully,

(LEUNG Kwun-hong) for Director of Fire Services

Encl.

RFSIC Ref.: .....

The annual inspection is conducted in accordance with:-

- (a) the appropriate version of the Code of Practice for Minimum Fire Service Installations and Equipment promulgated by the Director of Fire Services;
- (b) the Code of Practice for Inspection, Testing and Maintenance of Installations and Equipment promulgated by the Director of Fire Services;
- (c) the relevant requirements applicable to the system(s) installed in the buildings/premises; and

(d) the relevant Circular Letters promulgated from time to time by the Fire Services Department.

#### See Table I for the Fire Hydrant Flow Rate/Pressure Test Record.

1.	Тур	be of Water Supply	Remarks	
	(Ple	ease insert a " $\checkmark$ " in the appropriate box)		
	a.	Direct town main connection without any pump/tank	Where applicable, parts of the water supply portion that need	
	b.	F.S. tank refilled directly from town main	inspection are listed in Appendix I.	
	c.	F.S. tank refilled from town main via a transfer	[]	Where applicable, parts of the water supply portion that need
	pumping installation			inspection are listed in the Annual Inspection Checklist for
				Water Supplies.
	d.	Internal fire main which serves more than one building	Where applicable, parts of the water supply portion that need	
		and/or system.		inspection are listed in Appendix I.
When	wota	r tank(a) is/ara involved norte of the water sumply nortic	n that r	and increation are listed in the Annual Increation Checklist for

When water tank(s) is/are involved, parts of the water supply portion that need inspection are listed in the Annual Inspection Checklist for Supply Tanks.

Remark: 1. "Yes" denotes compliance with the FSD's requirements. "No" denotes non-compliance with the FSD's requirements. "N/A" denotes not applicable. Please insert a " $\checkmark$ " in the appropriate box.

2. If there are any items found to be non-compliant with the FSD's requirements, please indicate its location in the "Remarks" column.

		N/A	Remarks
2.	F.S. Pump Installation (where provided)	[]	If N/A, go to 4
	Findings of the annual inspection of F.S. pump installation are recorded in Appendix II.		

3.	Intermediate Booster Pump Installation (where provided)	[	]	If N/A, go to 4
	Findings of the annual inspection of intermediate booster pump installation are recorded in <b>Appendix</b>			
	III.			

			Yes	No	N/A	Remarks
4.	Fire	Hydrant (where applicable)			[]	If N/A, go to 5
	a.	The fire hydrant(s), including the body, outlet(s), hand-wheel(s), stem(s), cap(s)	[]	[]	[]	
		and chain(s), pressure reducing facility and other accessories, where applicable,				
		is/are intact and free from leakage and undue corrosion.				
	b.	The gasket(s) at the fire hydrant outlet coupling(s), where applicable, is/are	[]	[]	[]	
		intact and free from undue deterioration.				
	c.	The fire hydrant(s) is/are duly lubricated and tested to operate freely between	[]	[]	[]	
		fully open and fully closed.				
	d.	An automatic air vent valve is provided at the appropriate position of the rising	[]	[]	[]	
		main(s).				
	e.	The fire hydrant(s) is/are clear of obstructions and can be used freely.	[]	[]	[]	
	f.	For fire hydrants installed inside cabinets, each cabinet is properly labelled and	[]	[]	[]	
		its door can be opened easily without the use of any tool.				

5.	Hos	e Reel	[]	If N/A, go to 6		
	a.	The hose reel(s), including the body, hose, nozzle, glass-fronted nozzle cabinet,	[]	[]	[]	
		striker, swing arm assembly and other accessories, where applicable, is/are				
		intact, securely mounted, and free from leakage and undue corrosion.				
	b.	The hose reel drum(s) is/are painted in red.	[]	[]	[]	
	c.	The glass-fronted cabinet(s) for nozzles is/are of a size and design which allow	[]	[]	[]	
		the free use of the hose reel(s) and the glass panel(s) is/are easily frangible with				
		a thickness of 1.5 mm or less.				
	d.	The fixed type hose reel(s), where provided, is/are equipped with a hose guide.	[]	[]	[]	
	е.	The control valve(s), pipework and accessories are intact, securely supported,	[]	[]	[]	
		and free from leakage and undue corrosion.		×		
	f.	The control valve(s) is/are duly lubricated and tested to operate freely between	[]	[]	[]	
		fully open and fully closed.				
	g.	For recessed type hose reels, where provided, the control valve and nozzle when	[]	[]	[]	
		recessed are in a position within 500 mm from the front wall surface.				
	h.	The cabinet(s), where provided, for housing the hose reel(s), is/are labelled	[]	[]	[]	
		"FIRE HOSE REEL 消防喉轆" in lettering of at least 50 mm high.				

		Yes	No	N/A	Remarks
i.	Except the cabinets fitted with an easily frangible glass panel, the door(s) fitted	[]	[]	[]	•••••
	to the cabinet(s), where provided, for housing the hose reel(s), can be opened				
	without the use of any key.				
j.	The drum, nozzle and swing arm assembly, where applicable, of the hose reel(s)	[]	[]	[]	
	are duly lubricated and tested to operate freely through their full range of				
	operation.				
k.	The hose reel(s) and the associated manual call point(s) are clear of obstructions	[]	[]	[]	
	and can be used freely.				
1.	A legible standard operation instruction notice is affixed to the wall in a	[]	[]	[]	
	prominent position adjacent to the hose reel(s). For hose reels installed inside				
	cabinets, where applicable, such notice is affixed to the cabinet door.				
m.	The hose reel(s) is/are capable of producing a jet of 6 m in length.	[]	[]	[]	
n.	An automatic air vent valve is provided at the appropriate position of the rising	[]	[]	[]	
	main(s).				

6.	F.S.	Inlet			[]	If N/A, go to 7
	a.	The F.S. inlet(s), including the body, couplings, hand-wheel, stems, built-in non-	[]	[]	[]	
		return valves and other accessories, where applicable, is/are intact and free from				
		leakage and undue corrosion.				
	b.	The F.S. inlet(s) is/are equipped with a drain cock for pressure relief, and the	[]	[]	[]	
		drain cock is tested to be in working order.				
	c.	The F.S. inlet(s) is/are duly lubricated and tested to operate freely between fully	[]	[]	[]	
		open and fully closed and the internal disc assembly can manoeuvre freely				
		through its full range of operation.				
	d.	For F.S. inlet(s) with a built-in stop valve installed/ last inspected in detail more	[]	[]	[]	
		than 4 years ago, the stop valve together with the bonnet, stem, disc and disc seat				
		assembly should be taken out for detailed inspection to verify that all				
		components are intact, free from undue corrosion and in working order. The date				
		of installation/the last detailed inspection is displayed conspicuously on the				
		inlet(s).				
	е.	The F.S. inlet cabinet(s) is/are intact and properly protect(s) the inlet(s) against	[]	[]	[]	
		corrosion and abuse.				
	f.	The F.S. inlet cabinet(s) is/are properly labelled "FS INLET 消防入水掣" in	[]	[]	[]	
		lettering of at least 50 mm high.				

		Yes	No	N/A	Remarks
g.	For buildings equipped with more than one FH/HR systems, where F.S. inlets of	[]	[]	[]	
	the systems are not interconnected, each F.S. inlet is properly labelled in terms				
	of the block(s)/area(s) of the building being served as applicable.				
h.	The F.S. inlet(s) is/are clear of obstructions and can be used freely.	[]	[]	[]	
i.	The F.S. inlet(s) is/are affixed with a metal identification plate raised or engraved	[]	[]	[]	
	with the English and Chinese characters of at least 50 mm high.				
j.	For systems equipped with intermediate booster pump(s), the intermediate	[]	[]	[]	
	booster pump start/stop buttons and the audio and/or visual alarm(s) adjacent to	-			
	the corresponding F.S. inlet(s) are intact, securely mounted, properly wired,				
	properly labelled and free from undue deterioration.				
k.	The cables and cable containment for all electrical components, where	[]	[]	[]	
	applicable, are intact, securely mounted, properly wired, and free from undue				••••••
	deterioration.				
1.	The intermediate booster pump start/stop buttons and the audio and/or visual	[]	[]	[]	•••••
	alarm(s) are tested to be in working order.				
m.	The pipework, valves and accessories, where applicable, are intact, securely	[]	[]	[]	
	supported, and free from leakage and undue corrosion.				
n.	The support and brackets are intact and free from distortion and undue corrosion.	[]	[]	[]	

 7.	Pressure Reducing Valve (PRV) (where provided)	]	]	If N/A, go to 8
	Findings of the annual inspection for pressure reducing valve set(s) is recorded in Appendix IV.			

8.	Pipe	Pipework, Valves and Equipment									
	a.	The pipework, valves, strainers, expansion joints, equipment and accessories,	[]	[]	[]						
		where appropriate, are intact, securely supported and free from leakage,									
		distortion and undue corrosion.									
	b.	The support and brackets are intact and free from distortion and undue corrosion.	[]]	[]	[]						
	c.	The strainer(s), where applicable, is/are free from blockage and the screen(s)	[]	[]	[]						
		inside is/are cleaned.									
	d.	The stop valve(s), where applicable, is/are duly lubricated and tested to operate	[]	[]	[]						
		freely between fully open and fully closed and is/are set at its/their correct (fully									
		open or fully closed) position(s) after the tests.									

		Yes	No	N/A	Remarks
e.	Where applicable, the stop valves are padlocked and labelled "Normally Open	[]	[]	[]	
	常開" or "Normally Closed 常關" as appropriate.				
f.	The automatic air vent valve(s), where provided, is/are intact, with the vent	[]	[]	[]	
	opening unobstructed (not capped closed).				

9.	Sprinkler Installation Extended from FH/HR System for Protecting (a) Refuse Chute(s), etc.	[]	If N/A, go to 10
	(where provided)		
	Findings of the annual inspection for sprinkler installation extended from FH/HR System are recorded		
	in Appendix V.		

10.	Other Observations										
	a.	For pump rooms/enclosures, where applicable, the entrance door(s) is/are kept	[]	[]	[]						
		locked.									
	b.	For pump spaces, where applicable, the direct access to the pump space(s) is	[]	[]	[]						
		maintained available.									
	c.	The pump room(s)/enclosure(s)/space(s) as applicable, is/are kept clear of	[]	[]	[]						
		storage and waste materials.									
	d.	The artificial lighting, where provided, at pump room(s)/enclosure(s)/space(s) is	[]	[]	[]						
		operating properly.									
	e.	For underground pump rooms, where applicable, the submersible drainage	[]	[]	[]						
		pumping installation, where provided, is in working order.									
	f.	The opening(s) for the passage of pipes or cables through a required fire barrier	[]	[]	[]						
		is/are protected with fire seals or fire stops to maintain the required fire resisting									
		properties of the fire barrier.									

Note	
1.	All items under part 10 - Other Observations are not related to the functionality of fire service installations and equipment (FSIs) and
	hence shall not be reflected in FS 251. However, owners of FSIs bear the responsibility to rectify any irregularities noted thereunder.
2.	This checklist specifies the minimum requirements for annual inspection for fire hydrant/hose reel systems. Incomplete inspections
	or inspections not conducted in full accordance with this checklist shall not be recognised as properly completed annual inspections.
Auth	rized Signatory of RFSIC:
	(Name in Full)(Signature)
	(Date)
<u>Regis</u>	ered Fire Service Installation Contractor:
	(FSD/RC No.) (Company Name)
	(Company Stamp)

Table I

Sheet No. \_\_\_\_\_ of \_\_\_\_\_

Fire Hydrant Flow Rate/Pressure Test Record

Building/Premises Address:

Building/Block Name: \_\_\_\_\_

		Location of				Flow	Pressure	Zero Flow	Confor	ms to	
No.	Fire Hydrant Zone	<b>Tested Fire</b>	Water Supply Source			Rate		Pressure	FSD Requi	rements	Remarks
ana ang ang ang ang ang ang ang ang ang		Hydrant				(l/min)	(bar)	(bar)	Y	N	
			Jockey Pump	]	]				[]	[]	
	From /	F /F	Fixed Fire Pump No. 1	[	]				[]	[]	
		at Staircase	Fixed Fire Pump No. 2	]	]				[ ]	[]	
	to //		Intermediate Booster Pump No. 1	1	]				[]	[]	
		No	Intermediate Booster Pump No. 2	ſ	]				[]	[]	
			F.S. Tank Gravity Supply	[	]				[]	[]	
			Jockey Pump	[	]				[]	[]	
an and a stand of the	From //	F /F	Fixed Fire Pump No. 1	]	]				[ ]	[]	
		at Staircase	Fixed Fire Pump No. 2	l	]				[]	[]	
	to/]	7	Intermediate Booster Pump No. 1	]	]				[]	[ ]	
-		No	Intermediate Booster Pump No. 2	] [	]				[]	[]	
			F.S. Tank Gravity Supply	]	]				[]	[]	

Remark: For jockey pump, only testing on zero-flow pressure is required. For other water supply sources, testing on zero-flow pressure at rated flow are required.

#### Appendix I

#### Town Main/Internal Fire Main Connection

Remarks: Appendix I is only applicable to FH/HR systems that:

- (a) is fed directly from the town main without a F.S. tank; or
- (b) has a F.S. tank refilled directly from the town main without any transfer pumping installation; or
- (c) is fed from an internal fire main which serves more than one building and/or system.

If not applicable, skip this Appendix.

A1.	Tow	n Main/Internal Fire Main Connection	Yes	No	N/A	Remarks
	a.	All pipework, stop valve(s), check valve(s) and backflow preventer(s), where	[]	[]	[]	
		applicable, are securely supported, intact and free from leakage and undue				·····
		corrosion.				
	b.	Other than the anti-pollution valve, where provided, all stop valves are	[]	[]	[]	
		padlocked where applicable.				
	c.	All stop valves are duly lubricated, tested to operate freely between fully open	[]	[]	[]	
		and fully closed and set at their correct (fully open or fully closed) positions after				
		the test.				
	d.	Where applicable, all stop valves are labelled "Normally Open 常開" or	[]	[]	[]	
		"Normally Closed 常關" as appropriate.				
	e.	The anti-pollution valve, where provided, is properly labelled in terms of usage.	[]	[]	[]	
	f.	The backflow preventer(s), where provided, is/are tested to be in working order.	[]	[]	[]	
	g.	The electrical monitoring switch(es) for stop valves, where provided, is/are	[]	[]	[]	
		intact, properly wired, and tested to be in working order.				
	h.	The cables and cable containment for electrical monitoring switch(es), where	[]	[]	[]	
		provided, are intact, securely mounted, properly wired, and free from undue				
		deterioration.				

#### Appendix II

#### F.S. Pump Installation

Remark: Appendix II is only applicable to FH/HR systems equipped with F.S. pumps. If not applicable, skip this Appendix.

A.2	Pun	np Installation	Y	es	No	1	N/A	Remarks
A2.1	Pun	np Room/Enclosure (where applicable)				1	]	If N/A, go to A2.2
	a.	The room(s)/enclosure(s) shelter(s) the pump(s) from tampering/inclement weather.	[	]	[]	I	]	
	b.	The room(s)/enclosure(s) is/are properly labelled in terms of usage.	] [	]	[]		]	
A2.2	Pum	p Space (for pumps mounted on spreaders or flat roofs where applicable)	I				]	If N/A, go to A2.3
	a.	The pump space(s) is/are properly labelled in terms of usage.	[	]	[]	[	]	·····
	b.	The electrical equipment, pump control panel(s) and cable connections as applicable, within the pump space(s) are protected against ingress of water.	[	]	[]		]	
A2.3	Pum	p Foundation						
	a.	The pump plinth(s)/spreader(s) is/are intact and free from deformation, settlement and undue corrosion.	] [	]	[]	[	]	
	b.	The anti-vibration mounting(s), where provided, is/are intact and free from	] [	]	[]	1	]	
A2 4	Pum	In Set (Pump and Driver)	I					
	a.	The nump set(s) together with the base plate(s) as applicable, is/are intact	ſ	1	۲ ۱		· 1	
		securely mounted and free from settlement.	L	L	. 1			•••••
	b.	The guard(s) for the coupling/shaft/belt-driving parts as applicable, is/are intact and securely mounted.	1	]	[]	1	]	
	с.	The pump coupling cushions and shaft alignment are checked and re-aligned	] [	]	[]		]	
	d.	The belts and pulleys, where provided, are intact and free from cracks, damage and undue deterioration.	[	]	[]	1	]	
	e.	The alignment and tightness of the belts, where provided, are tested and re- adjusted where necessary.	[	]	[]	[	]	
	f.	The shaft bearings and shaft coupling are lubricated.	]	]	[]	[	]	
	g.	The packing for the pump shaft(s) is checked and re-adjusted to suitable tightness where necessary.	[	]	[]	1	]	
	h.	An air vent valve is provided at the appropriate position of the pump casing	]	]	[]		]	
		for pump(s) which is/are capable of trapping air inside the casing.				1		

			Yes	No	Τ	N/	A	Remarks
	i.	The pump set(s) is/are kept fully primed and pump set(s) under negative	[1]	[]		[	]	••••••
		suction condition, where applicable, is/are equipped with a priming tank.						••••
A2.5	Pip	ework, Valves, Equipment and Accessories						
	a.	The pipework, valves, strainers, expansion joints, flexible connectors,	[]	[]		[	]	
		equipment and accessories as applicable, are intact, securely supported, and						•••••
		free from leakage, distortion and undue corrosion.						••••••
	b.	The support and brackets are intact and free from distortion and undue	[]	[]		[	]	•••••
		corrosion.						
	c.	The strainer(s), where provided, is/are free from blockage and the screen(s)	[]	[]		[	]	
		inside is/are cleaned.						••••••
	d.	The stop valves are duly lubricated and tested to operate freely between fully	[]	[]		[	]	
		open and fully closed and are set at their correct (fully open or fully closed)						
		positions after the tests.						
	e.	Where applicable, the stop valve(s) is/are padlocked and properly labelled	[]	[]		[	]	
		"Normally Open 常開" or "Normally Closed 常關" as appropriate.						
	f.	The electrical monitoring switch(es) for stop valves, where provided, is/are	[]	[]		[	]	
		intact, properly wired, and tested to be in working order.						••••••
	g.	The pressure switch(es), where provided, is/are intact, properly wired, and	[]	[]		[	]	
		labelled in terms of usage.						
	h.	The reading(s) on the pressure gauge(s) is/are within the acceptable range.	[]	[]		[	]	
	i.	The automatic air vent valve(s), where provided, is/are intact, with the vent	[]	[]		[	]	
		opening unobstructed (not capped closed).						
A2.6	Elec	trical Equipment, Cables and Cable Containment						
	a.	The power supply switch(es), busbar chamber(s), pump control panel(s) and	[]	[]		[	]	
		electrical equipment, where applicable, are intact, securely mounted, properly						
		labelled and free from undue corrosion.						
	b.	The fuses in the power supply circuit and control circuit as applicable, are of	[]	[]		[	]	
		the correct ratings and intact.						
	с.	The cables and cable containment are intact, securely mounted, properly	[]	[]		[	]	
		wired, and free from undue deterioration.						
	d.	The power supply switches are tested to be operating properly and are switched	[]	[]		[	]	
		on after the test.						

			Yes	No	)	N/A		Remarks	
	e.	The contactor(s), relay(s), timer(s), interface module(s), switch(es), circuit	[]	[	]	[	]		
		breaker(s), indicator(s), terminal block(s) and other components, where							
		applicable, and the wirings inside the pump control panel(s) are intact,							
		properly wired and free from any sign of damage/overheating and undue							
		deterioration.							
	f.	The control buttons, switches, indicators and meters are properly labelled in	[]	[	]	[	]	••••	
		terms of usage.							
	g.	The reading(s) on the voltmeter(s), where provided, is/are within the	[]	]	]	]	]		
		acceptable range.							
	h.	The reading(s) on the ammeter(s), where provided, is/are within the acceptable	[]	[	]	[	]	••••	
		range.							
	i.	The control buttons and switches are tested to operate properly and are in the	[]	[	]	[	]		
		correct positions.							
	j.	The switch(es) for suspending pump operation, where provided, is/are in the	[]	[	]	[	]		
		correct position(s).							
	k.	The indicator(s), where provided, is/are tested to operate properly and are in	[]	[	]	[	]		
		proper status.							
A2.7	As-t	puilt Framed Schematic Diagram (where provided)		,		[	]	If N/A, go to A2.8	
	Legi	ble as-built system schematic diagram(s) is/are displayed conspicuously at the	[]	[	]	[	]		
	pum	p room/enclosure/space.							
A2.8	Ope	ration of Jockey Pump (where provided)				ſ	]	If N/A, go to A2.9	
	a.	The jockey pump can be started and stopped by the corresponding start and	[]	]	]	[	]		
		stop buttons on the pump control panel respectively.							
	b.	The jockey pump operates upon a system pressure drop and stops when the	[]	[	]	[	]	····	
		system pressure resumes. The pressure switch setting is checked and re-							
		adjusted where necessary.							
	с.	Upon activation of the lock-off button and/or other switches, where provided,	[]	[	]	[	]	•••••••••••••••••••••••••••••••••••••••	
		at the pump room/enclosure/space for suspending the operation of the jockey							
		pump, the fault alarm signal(s), where provided, on the pump control panel							
		and/or the F.S. control and indicating panel as appropriate is/are in working							
		order.							
	d.	The thermal overload relay and/or the like, where provided, can give fault	[]	[	]	[	]		
		signal indication (while not stopping pump operation).						•••••	
	e.	When the jockey pump operates, the discharge pressure reading, the full load	[]	[	1	[	]		
		voltage readings and the full load current readings at all phases are within the							
		acceptable ranges.							

			Yes	No		N	/ <b>A</b>	Remarks
	f.	After running the jockey pump for not less than 10 minutes, the pump	[]	[	1	]	]	
		operation is free from abnormal noise, excessive vibration, undue leakage,						
		overheating and other signs of malfunction. (Remark: A hose reel nozzle may						
		be set to discharge to effect cooling of the pump.)						····
	g.	The jockey pump status indicator(s), where provided, on the pump control	[]	1	]	]	]	
		panel and/or the F.S. control and indicating panel as appropriate is/are tested						
		to be in working order by simulating the respective scenarios.						
A2.9	Ope	aration of Fixed Fire Pump						
	a.	Fixed fire pump no. 1 can be started and stopped by the corresponding start	[]	[[]	)	]	]	
		and stop buttons on the pump control panel respectively.						
	b.	Ditto but for fixed fire pump no. 2, where provided.	[]	[ ]		]	]	
	c.	When assigned as the duty pump, fixed fire pump no. 1 operates upon receipt	[]	[]]	1	[	]	••••
		of a fire alarm signal from any manual call point and can only be stopped						
		manually in the pump room/enclosure/space after the fire alarm signal has						
		been cleared.						
	d.	Ditto but for fixed fire pump no. 2, where provided.	[]	[]		]	]	
	e.	For fixed fire pumps designed to operate upon a system pressure drop, where	[]	[[]]		]	]	
		applicable, fixed fire pump no. 1 when assigned as the duty pump, operates						
		upon a system pressure drop and can only be stopped manually in the pump						
		room/enclosure/space after the system pressure has resumed. The pressure						
		switch setting is checked and re-adjusted where necessary.						
	f.	Ditto but for fixed fire pump no. 2, where provided.	[]	[]		I	]	
	g.	Upon activation of the lock-off button and/or other switches, where provided,	[]	[[]		l	]	
		at the pump room/enclosure/space for suspending the operation of fixed fire						••••••
		pump no. 1, the fault alarm signal(s), where provided, on the pump control						••••••
		panel and/or the F.S. control and indicating panel as appropriate is/are in						••••••
		working order.						
	h.	Ditto but for fixed fire pump no. 2, where provided.	[]	[]		ľ	]	
	i.	The thermal overload relay and/or the like, where provided, for fixed fire pump	[]	[[]		ſ	]	
		no. 1 can give fault signal indication (while not stopping pump operation).						
	j.	Ditto but for fixed fire pump no. 2, where provided.	[]			ſ	]	
								•••••

			Y	es	N	lo	N	/A	Remarks
	k.	When started, fixed fire pump no. 1 accelerates to full speed within an	] [	]	]	]	]	]	
		acceptable time frame.	ļ				ļ		
	1.	Ditto but for fixed fire pump no. 2, where provided.	] [	]	] [	]	] [	]	
	ļ		ļ				ļ		
	m.	The anti-overheating circulating pipe/relief valve, where provided, operates	] [	]	1	]	]	]	
		properly when fixed fire pump no. 1 churns.							
	n.	Ditto but for fixed fire pump no. 2, where provided.	] [	]	] [	]	]	]	•••••
									****
	0.	Fixed fire pump no. 1 is tested to be capable of delivering adequate flow and	[	]	] [	]	] [	]	
		pressure to the system and the results are recorded in Table I.							
	p.	Ditto but for fixed fire pump no. 2, where provided.	]	]	]	]	ſ	]	
	q.	When fixed fire pump no. 1 is delivering the rated flow, the voltage readings	]	]	[	]	1	]	
		and the current readings at all phases are within the acceptable ranges.							
	r.	Ditto but for fixed fire pump no. 2, where provided.	1	]	]	]	1	]	
	s.	After running fixed fire pump no. 1 for not less than 10 minutes, the pump	l r	1	ſ	1	l r	1	
		operation is free from abnormal noise, excessive vibration, undue leakage,		-	-	-		-	
		overheating and other signs of malfunction. (Remark: check whether there is							
		a steady flow through the circulation pipe/relief valve for proper cooling of the							
		nump. In the absence of circulation facilities, a hose reel nozzle may be set to							
		discharge to effect cooling of the nump during nump operation )							
	 	Ditte but for fixed fire nume no 2, where provided	r	 1					
	ļ .	Ditto but for fixed fire pump no. 2, where provided.		]	L	J		1	•••••••
			<u> </u>						
	u.	The fixed fire pump no. I status indicator(s), where provided, on the pump		1	l	j		]	••••••
		control panel and/or the F.S. control and indicating panel as appropriate is/are							••••••
	ļ	tested to be in working order by simulating the respective scenarios.					ļ		
	v.	Ditto but for fixed fire pump no. 2, where provided.	] [	]	]	]	] [	]	••••••
	ļ								
	w.	For systems equipped with duplicate fixed fire pumps, fixed fire pump no. 1	] [	]	[	]	] [	]	•••••
		when assigned as the standby pump, is started automatically to take over fixed							••••••
		fire pump no. 2 within 15 seconds upon electrical failure of fixed fire pump							
		no. 2, which is assigned as the duty pump.							
	x.	Ditto but with fixed fire pump no. 2 assigned as the standby pump and fixed	] [	]	[	]	] [	]	
		fire pump no. 1 assigned as the duty pump where applicable.							

•

		Yes	No	N/A	Remarks
у.	For systems equipped with duplicate fixed fire pumps, fixed fire pump no. 1,	[]	[]	[]	
	when assigned as the standby pump, is started automatically to take over fixed				•••••
	fire pump no. 2 within 15 seconds upon mechanical failure of fixed fire pump				
	no. 2, which is assigned as the duty pump.				
Z.	Ditto but with fixed fire pump no. 2 assigned as the standby pump and fixed	[]	[]	[]	
	fire pump no. 1 assigned as the duty pump where applicable.				
aa.	For systems equipped with duplicate fixed fire pumps, where fixed fire pump	[]	[]	[]	
	no. 1 assigned as the standby pump fails to operate when required, the "no				
	flow" indicator adjacent to each hose reel, where provided, is turned on.				
ab.	Ditto but with fixed fire pump no. 2 assigned as the standby pump, where	[]	[]	[]	
	provided.				

#### Appendix III

#### Intermediate Booster Pump Installation

Remark: Appendix III is only applicable to intermediate booster pumps. If not applicable, skip this Appendix.

A3.	Inte	ermediate Booster Pump Installation	Yes	No	N/A	Remarks
A3.1	Pun	np Room/Enclosure (where applicable)			[]	If N/A, go to A3.2.
	a.	The room(s)/enclosure(s) shelter(s) the pump(s) from tampering/inclement	[]	[]	[]	
		weather.				
	b.	The room(s)/enclosure(s) is/are properly labelled in terms of usage.	[]	[]	[]	
A3.2	Pun	np Foundation				
	a.	The pump plinth(s)/spreader(s) is/are intact, and free from deformation,	[]	[]	[]	
		settlement and undue corrosion.				
	b.	The anti-vibration mountings, where provided, are intact and free from	[]	[]	[]	
		undue settlement.				
A3.3	Purr	pp Set (Pump and Driver)	<b></b>			
	a.	The pump set(s) together with the base plate(s) as applicable, is/are intact,	[]	[]	[]	
		securely mounted and free from settlement.				
	b.	The guard(s) for the coupling/shaft/belt-driving parts as applicable, is/are	[]	[]	[]	
		intact and securely mounted.				
	c.	The pump coupling cushions and shaft alignment are checked and re-aligned	[]	[]	[]	
		where necessary.				
	d.	The belts and pulleys, where provided, are intact and free from cracks,	[]	[]	[]	
		damage and undue deterioration.				
	e.	The alignment and tightness of the belts, where provided, are tested and re-	[]	[]	[]	
		adjusted where necessary.				
	f.	The shaft bearings and shaft coupling are lubricated.	[]	[]	[]	
	g.	The packing for the pump shaft(s) is checked and re-adjusted to suitable	[]	[]	[]	
		tightness where necessary.				
	h.	An air vent valve is provided at the appropriate position of the pump casing	[]	[]	[]	
		for pump(s) which is/are capable of trapping air inside the casing.				
A3.4	Pipe	work, Valves, Equipment and Accessories				
	a.	The pipework, valves, strainers, expansion joints, flexible connectors,	[]	[]	[]	
		equipment and accessories as applicable, are intact, securely supported, and				
		free from leakage, distortion and undue corrosion.				
	b.	The support and brackets are intact and free from distortion and undue	[]	[]	[]	
		corrosion.				

			Yes		No	Π	N	/A	Remarks
	c.	Where applicable, the stop valve(s) is/are padlocked and properly labelled	[ ]	1	[]		[	]	••••
		"Normally Open 常開" or "Normally Closed 常關" as appropriate.							
	d.	The strainer(s), where provided, is/are free from blockage and the screen(s)	[]	1	[]		[	]	••••
		inside is/are cleaned.							••••
	e.	The stop valve(s) is/are duly lubricated and tested to operate freely between	[]		[]		[	]	····
		fully open and fully closed and are set at their correct (fully open or fully							••••
		closed) positions after the tests.							
	f.	The electrical monitoring switch(es) for stop valves, where provided, is/are	[]		[]		[	]	
		intact, properly wired, and tested to be in working order.							
	g.	The pressure switch(es), where provided, is/are intact, properly wired and	[]		[]		]	]	
		labelled in terms of usage.							····
	h.	The reading(s) on the pressure gauge(s) is/are within the acceptable range.	[[]]		[]		]	]	
									<u></u>
	i.	The automatic air vent valve(s), where provided, is/are intact, with the vent	[]		[]		]	]	
		opening unobstructed (not capped closed).							
	j.	The pipes between the F.S. inlet(s) and the intermediate booster pumps are	[]]		[]		[	]	
		tested to be fully primed with water.							
A3.5	Elec	ctrical Equipment, Cables and Cable Containment							
	a.	The power supply switch(es), busbar chamber(s), pump control panel(s) and	[[]		[]		]	]	
		electrical equipment, where applicable, are intact, securely mounted,							
		properly labelled and free from undue corrosion.							
	b.	The fuses in the power supply circuit and control circuit as applicable, are of	[]]		[]		[	]	
		the correct ratings and intact.							·
	с.	The cables and cable containment are intact, securely mounted, properly	[]		[]		ſ	]	
	<b>_</b>	wired, and free from undue deterioration.							
	d.	The power supply switches are tested to be operating properly and are	[[]		[]		[	]	••••
		switched on after the test.							
	е.	The contactor(s), relay(s), timer(s), interface module(s), switch(es), circuit	[[]		[]		[	]	
		breaker(s), indicator(s), terminal block(s) and other components, where							
		applicable, and the wirings inside the pump control panel(s) are intact,							
		properly wired and free from any sign of damage/overheating and undue							
		deterioration.							
	f.	The control buttons, switches, indicators and meters are properly labelled in	[]		[]		[	]	
		terms of usage.				_			
	g.	The reading(s) on the voltmeter(s), where provided, is/are within the	[]		[]		[	]	
		acceptable range.							

			Yes	Т	No	)	N	/A	Remarks
	h.	The reading(s) on the ammeter(s), where provided, is/are within the			[	]	1	]	
		acceptable range.							
	i.	The control buttons and switches are tested to operate properly and are in the	[]		[	]	[	]	
		correct positions.							••••
	j.	The switch(es) for suspending pump operation, where provided, is/are in the		[	]	]	]		
		correct position(s).							
	k.	The indicator(s), where provided, is/are tested to operate properly and are in	[]		[	]	]	]	·····
		proper status.							
A3.6	As-l	built Framed Schematic Diagram (where provided)	<b>.</b>				]	]	If N/A, go to A3.7
	Leg	ible as-built system schematic diagram(s) is/are displayed conspicuously at the	[]		l	]	ſ	]	
	pum	np room/enclosure/space.							
A3.7	Ope	ration of Intermediate Booster Pumps							
	a.	Intermediate booster pump no. 1 can be started and stopped by the	[[]		[	]	]	]	
		corresponding start and stop buttons on the pump control panel respectively.							
	b.	Ditto but for intermediate booster pump no. 2, where provided.	[]		[	]	[	]	
	c.	When assigned as the duty pump, intermediate booster pump no. 1 operates	[]		[	]	] [	]	
		upon receipt of a pump starting signal from the start button at the							
		corresponding F.S. inlet(s) and can only be stopped manually by pressing the							
		stop button at the same F.S. inlet.							
	d.	Ditto but for intermediate booster pump no. 2, where provided.	[[]		[	]	] [	]	
	e.	When started, intermediate booster pump no. 1 accelerates to full speed	[[]		[	]	] [	]	
		within an acceptable time frame.							
	f.	Ditto but for intermediate booster pump no. 2, where provided.	[[]		[	]	] [	]	
	g.	Upon activation of the lock-off button and/or other switches, where	[]		[	]	] [	]	
		provided, at the pump room/enclosure for suspending the operation of							
		intermediate booster pump no. 1, the fault alarm signal(s), where provided,							•••••
		on the pump control panel and/or the F.S. control and indicating panel as							
	<u> </u>	appropriate is/are in working order.		_					
	h.	Ditto but for intermediate booster pump no. 2, where provided.	[[]		[	]	] [	]	
	i.	The thermal overload relay and/or the like, where provided, for intermediate	[[]		[	]	]	]	
		booster pump no. 1 can give fault signal indication (while not stopping pump							
		operation).							

		Y	es	N	0	N	/A	Remarks
j.	Ditto but for intermediate booster pump no. 2, where provided.	] [	]	[	]	[	]	
k.	Intermediate booster pump no. 1 is tested to be capable of delivering	ſ	]	]	]	] [	]	
	adequate flow and pressure to the system and the results are recorded in							
	Table I.							
1.	Ditto but for intermediate booster pump no. 2, where provided.	] [	]	[	]	]	]	•••••
m.	When intermediate booster pump no. 1 is delivering the rated flow, the	] [	]	]	]	]	]	
	voltage readings and the current readings at all phases are within the							
	acceptable ranges.							
n.	Ditto but for intermediate booster pump no. 2, where provided.	]	]	[	]	l	]	
 0.	After running intermediate booster pump no. 1 for not less than 10 minutes,	] [	]	[	]	]	]	
	the pump operation is free from abnormal noise, excessive vibration, undue							
	leakage, overheating and other signs of malfunction. (Remark: Ensure there							
	is a steady flow for proper cooling of the pump. A hose reel nozzle may be							
	set to discharge to effect cooling of the pump during pump operation.)							
 p.	Ditto but for intermediate booster pump no. 2, where provided.	ſ	]	]	]	[	]	
								•••••
q.	The intermediate booster pump no. 1 status indicator(s), where provided, on	]	]	] [	]	]	]	
	the pump control panel and/or the F.S. control and indicating panel as							••••
	appropriate is/are tested to be in working order by simulating the respective							
	scenarios.							•••••
r.	Ditto but for intermediate booster pump no. 2, where provided.	]	]	[	]	]	]	
S.	For systems equipped with duplicate intermediate booster pumps,	] [	]	[	]	]	]	
	intermediate booster pump no. 1, when assigned as the standby pump, is							
	started automatically to take over fixed fire pump no. 2 within 15 seconds							
	upon failure of intermediate booster pump no. 2, which is assigned as the							
	duty pump.							
t.	Ditto but with intermediate booster pump no. 2 assigned as the standby pump	]	]	[	]	]	]	•••••
	and intermediate booster pump no. 1 assigned as the duty pump where							
	applicable.							

#### Appendix IV

#### Pressure Reducing Valve (PRV)

Remark: Appendix IV is only applicable to FH/HR systems equipped with pressure reducing valve(s). If not applicable, skip this Appendix.

A4.	Pre	ssure Reducing Valve (PRV)	Y	'es	N	)	N	/ <b>A</b>	Remarks
	a.	The PRV(s) and the associated stop valve(s), strainer(s), pressure gauge(s),	] [	]	]	]	[	]	
		pressure switch(es), pipework and accessories, where applicable, are intact,							
		securely supported and free from leakage and undue corrosion.							
	b.	The PRV(s) is/are labelled in terms of the pressure setting and usage.	]	]	[	]	[	]	•••••
	с.	The stop valve(s) is/are duly lubricated and tested to operate freely between fully	]	]	[	]	[	]	•••••
		open and fully closed and are set at its/their correct (fully open or fully closed)							
		positions after the tests.							
	d.	Where applicable, the stop valve(s) is/are padlocked and properly labelled	1	]	[	]	[	]	
		"Normally Open 常開" or "Normally Closed 常關" as appropriate.							
	e.	The reading(s) on the pressure gauge(s), where provided, is/are within the	1	]	[	]	[	]	
		acceptable range.							
	f.	The external strainer(s) and the internal strainer(s), where provided, is/are free	]	]	[	]	[	]	
		from blockage and the screen(s) inside is/are cleaned.							
	g.	The PRV(s) is/are full flow tested to verify the downstream pressure(s) is/are	]	]	[	]	[	]	
		within the acceptable range and the PRV(s) operate(s) properly and free from any							
		abnormal noise, excessive vibration and other signs of cavitation. (Remark:							
		When full flow test is difficult, a flow test similar to discharging two hose reels							•••••
		may be conducted in lieu.)							
	h.	For pilot operated PRV(s), where applicable, any air trapped in the cover	][	]	[	]	[	]	
		chamber(s) is/are released and the chamber(s) is/are tested to be free from air							•••••
		pocket.							
	i.	The pressure switch(es), where provided, is/are intact and labelled in terms of	1	]	[	]	[	]	
		usage and pressure setting.							
	j.	The pressure switch(es), where provided, is/are tested to be in working order.	][	1	[	]	[	]	
		The pressure switch setting is correct and re-adjusted where necessary.							
	k.	The cables and cable containment of the pressure switch(es), where applicable,	1	]	ſ	]	[	]	
		are intact, securely mounted, properly wired and free from cracks and undue							
		deterioration.							

## Appendix V

#### Sprinkler Installation Extended from FH/HR System for Protecting (a) Refuse Chute(s), etc.

Remark: Appendix V is only applicable to sprinkler installation extended from FH/HR system. If not applicable, skip this Appendix.

A5.	Spr	inkler Installation Extended from FH/HR System	Yes	No	N/A	Remarks
A5.1	Pipe	work and Equipment				
	a.	The pipework, stop valve(s), flow switch(es) and accessories as applicable, are	[]	[]	[]	
		intact, securely supported, and free from leakage, distortion and undue				
		corrosion.				
	b.	The support and brackets are intact and free from distortion and undue	[]	[]	[]	
		corrosion.				
	c.	The stop valve(s) is/are duly lubricated and tested to operate freely between	[]	[]	[]	
		fully open and fully closed and is/are set at its/their correct (fully open or fully				
		closed) position(s) after the tests.				
	d.	Where applicable, the stop valve(s) is/are labelled "Normally Open 常開" or	[]	[]	[]	
		"Normally Closed 常關" as appropriate.				
	e.	The electrical monitoring switch(es), where provided, for the stop valve(s)	[]	[]	[]	
		is/are intact, properly wired, and tested to be in working order.				
	f.	For installation equipped with (a) test/drain valve(s), the flow switch(es) is/are	[]	[]	[]	
		tested to be in working order.				
	g.	For installation without any test/drain valves, the circuit(s) between the flow	[]	[]	[]	
		switch(es) and the F.S. control and indicating panel or other control and				
		indicating panel as appropriate is/are tested to be in working order.				
	h.	The cables and cable containment are intact, securely mounted, properly wired	[]	[]	[]	
		and free from cracks and undue deterioration.				
A5.2	Spri	nkler				
	a.	The sprinkler(s) is/are intact, properly fixed, and free from leakage, distortion	[]	[]	[]	
		and undue corrosion.				
	b.	The sprinklers are of the correct type in accordance with their application	[]	[]	[]	
		conditions.				
	с.	The sprinklers are not covered by any foreign materials.		[]	[]	
	d.	The sprinklers are installed at the proper orientation, in accordance with the	[]	[]	[]	
		requirements.				

RFSIC Ref.: .....

Serial no. of FS 251: ..... Completion Date of Annual Inspection: ..... Building/Premises Address:

The annual inspection is conducted in accordance with:-

- (a) the appropriate version of the Code of Practice for Minimum Fire Service Installations and Equipment promulgated by the Director of Fire Services;
- (b) the Code of Practice for Inspection, Testing and Maintenance of Installations and Equipment promulgated by the Director of Fire Services;
- (c) the relevant requirements applicable to the system(s) installed in the buildings/premises; and
- (d) the relevant Circular Letters promulgated from time to time by the Fire Services Department.
- Remark: 1. "Yes" denotes compliance with the FSD's requirements. "No" denotes non-compliance with the FSD's requirements. "N/A" denotes not applicable. Please insert a "√" in the appropriate box.
  - 2. If there are any items found to be non-compliant with the FSD's requirements, please indicate its location in the "Remarks" column.

#### See Table I for details and locations of Supply Tanks.

			Yes	No	N/A	Remarks
1.	Tan	k Structure				
	a.	The entire (exterior and interior) structure of the tank(s), including any cat	[]	[]	[]	
		ladder, where provided, is/are intact and free from leakage and obvious				
		damage.				
	b.	The priming tank(s), including the priming pipes, where provided, is/are so	[]	[]	[]	
		located and routed that the pump casing(s) and suction pipes can be fully				
		primed with water.				
	c.	The support and brackets for the priming tank(s), where applicable, are intact	[]	[]	[]	
		and free from distortion and undue corrosion.				
	d.	The tank(s) is/are properly labelled in both English and Chinese in terms of	[]	[]	[]	
		usage and capacity.				
	e.	The tank(s) is/are properly roofed with a hatch cover securely fastened in the	[]	[]	[]	
		closed position.				

2.	Tan	Tank Connections, Valves, Switches and Accessories									
	a.	The stop valve(s) at various tank connections is/are intact and free from	] [	]	[	]	[	]			
		leakage and undue corrosion.									
	b.	The stop valve(s) at various tank connections is/are duly lubricated and tested	[	]	[	]	[	]			
		to operate freely between fully open and fully closed.									

		Yes	No	N/A	Remarks
с.	The stop valve(s) at various tank connections, where applicable, is/are	[]	[]	[]	
	padlocked in the correct (fully open or fully closed) positions and labelled				
	"Normally Open 常開" or "Normally Closed 常關" as appropriate.				
d.	The tank drain valve(s) is/are properly plugged/capped closed.	[]	[]	[]	
e.	The electrical monitoring switch(es) for stop valves at various tank	[]	[]	[]	
	connections, where applicable, is/are intact, properly wired, protected by an				
	enclosure of appropriate IP rating, and tested to be in working order.				
f.	The water level gauge(s), where provided, is/are intact and clearly indicate(s)	[]	[]	[]	
	water levels with correct labelling.				
g.	The ball float valve(s), where provided, is/are intact and tested to operate	[]	[]	[]	
	properly.				
h.	The level switch(es) is/are intact, properly wired, and protected by an	[]	[]	[]	
	enclosure of appropriate IP rating. For tanks fitted with more than one level				
	switch, the float cables/strings are prevented from swirling together.	-			
i.	The level switch(es) is/are tested to be in working order.	[]	[]	[]	
j.	The vortex inhibitor(s) or filter(s) fitted to the tank outlet pipe inside the	[]	[]	[]	
	tank(s), where provided, is/are intact and free from blockage.				
k.	The foot valve(s), where provided, is/are tested to operate properly and free	[]	[]	[]	
	from leakage and blockage.				
l.	All piping connections inside the tank(s) are free from blockage.	[]	[]	[]	•••••
m.	All tank external connections and pipes are intact, free from leakage and	[]	[]	[]	
	properly supported.				

3.	Stored Water									
	a.	The water inside the tank(s) is clean and free from debris and aquatic growth.					] [	]		
	<u> </u>									
	b.	The water level(s) inside the tank(s) is/are not less than 90% of the required	]	]	]	]	] [	]		
		storage capacity.								
	c.	The water level(s) inside the tank(s) stay(s) below the overflow pipe(s).	[	]	[	]	[	]		
								-	••••••	
	d.	When the water level(s) drop(s) not more than 10% of the required storage	[	]	]	]	ſ	]		
		capacity, the ball float valve(s) or the transfer pump(s) as appropriate starts to								
		refill the tank(s).								

		Yes	No	N/A	Remarks
e.	When the water level(s) cannot be maintained at more than 90% of the required	[]	[]	[]	
	storage capacity, the low level alarm(s), where provided, at the pump control				
	panel and/or the F.S. control and indicating panel as appropriate, activate(s).				
f.	Where applicable, when the water level in any priming tank cannot be	[]	[]	[]	
	maintained at more than two-third of the required storage capacity, the pump				
	served by the priming tank starts running automatically.				
g.	For tanks used for the combined storage of domestic (e.g. potable/flushing)	[]	[]	[]	
	and fire-fighting water, the maximum potential draw off by domestic services				
	in no way diminishes the supply for fire-fighting below the required reserve.				

### Note:

This checklist specifies the minimum requirements for annual inspection for supply tanks. Incomplete inspections or inspections not conducted in full accordance with this checklist shall not be recognised as properly completed annual inspections.

Authorized Signatory of RFSIC:		
	_ (Name in Full)	(Signature)
	_(Date)	
Registered Fire Service Installation Contractor:		
	_ (FSD/RC No.)	(Company Name)
	(Company Stamp)	

Table I

List of Supply Tanks

System	Tank Location	Building/Premises being Served	Quantity	Capacity (litres)	Usage <sup>1</sup>	Type <sup>2</sup>	Remarks

#### Legend:

- 1. S: System water supply tank
  - J: Supply tank for jockey pump only
  - P: Priming tank
  - T: Transfer tank
- 2. RC: Reinforced-concrete
  - GRP: Glass-reinforced polyester/fibre-glass
  - M: Metal