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12 December 2022

To: Recipients of FSD Circular Letters

Dear Sir/Madam,

**FSD Circular Letter No. 5/2022**  
**Calibration Requirements for Test Instruments Used for**  
**Acceptance Inspection of Fire Service Installations and Equipment**

This Circular Letter serves to revise the calibration requirements for test instruments used for acceptance inspection of fire service installations and equipment as follows:

- (a) The following test instruments used for acceptance inspection of fire service installations and equipment shall be calibrated by a recognized testing or calibration laboratory (see note 1):
  - (i) Multi-meter;
  - (ii) Pressure gauge; and
  - (iii) Test instruments used for pressurization of staircase and dynamic smoke extraction system.
- (b) The valid calibration certificate for each calibrated test instrument shall be provided during the test.
- (c) Each calibrated test instrument shall be protected from tampering with a calibration label/serial tape sealed by the recognized testing or calibration laboratory.
- (d) The test instruments shall be manufactured to an appropriate British Standard or recognized equivalent international standard where appropriate and available.

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(e) Other requirements in relation to calibration of test instruments are as follows:

<b>Test Instruments</b>	<b>Measuring Parameters</b>	<b>Accuracy</b>	<b>Validity Period of Calibration</b>
Multi-meter	Electrical characteristics	±5%	1 year
Pressure gauge	Water pressure	±5%	3 years

(f) Other requirements for test instruments used for acceptance tests of pressurization of staircase and dynamic smoke extraction system are as follows:

<b>Test Instruments</b>	<b>Quantity</b>	<b>Accuracy</b>	<b>Validity Period of Calibration</b>
Used for testing purposes*	Provided in duplicate	±5%	1 year

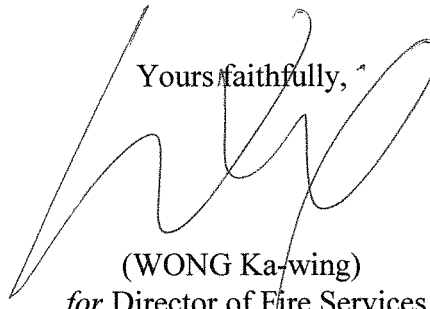
*\*Except for simple devices such as pitot-static tubes, inclined manometers, U gauges and the like all instruments, meters, etc.*

Accordingly, paragraph 6(d) of Section 2.21(i) & paragraph 5(d) of Section 2.23A.(i) in Part II, and paragraph 1.1 of Section I of Appendix 6 in Part III of Code of Practice for Inspection, Testing and Maintenance of Installations and Equipment (September 2022) have been revised. The revised requirements are outlined in the enclosed amendment sheet.

The above requirement will take immediate effect and the FSD Circular Letter No.1/2016 is to be repealed and replaced by this Circular.

For enquiry and clarification, please contact our Fire Service Installations Division at 3961 5217 during office hour.

Yours faithfully,



(WONG Ka-wing)  
for Director of Fire Services

Note 1: A recognized laboratory shall be a testing or calibration laboratory with an accreditation from the Hong Kong Accreditation Service (HKAS) under the Hong Kong Laboratory accreditation Scheme (HOKLAS) or from other overseas laboratory accreditation bodies which have signed mutual recognition agreements with the HKAS.

**Code of Practice for Inspection, Testing and Maintenance of  
Installations and Equipment (September 2022)**

**Amendment Sheet**

(1) Replace Part II - Inspection, Testing and Maintenance Section 2.21(i) paragraph 6(d) with:

*“d. have been calibrated by a recognized testing or calibration laboratory not more than 1 year prior to the date of test. The calibration certificate provided by the laboratory shall be available during the test.”*

(2) Replace Part II - Inspection, Testing and Maintenance Section 2.23A.(i) paragraph 5(d) with:

*“d. have been calibrated by a recognized testing or calibration laboratory not more than 1 year prior to the date of test. The calibration certificate provided by the laboratory shall be available during the test.”*

(3) Replace Part III – Miscellaneous Appendix 6 Section I paragraph 1.1 with:

*“1.1 Measuring and testing instrument / equipment calibration  
Measuring instrument used for testing purpose shall be provided in duplicate and calibrated in the past 1 year.*