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19 February 2024

To: Recipients of FSD Circular Letters

Dear Sir/Madam,

**FSD Circular Letter No. 1/2024**  
**Enhanced Mechanisms for Approval of Portable Equipment and**  
**Acceptance of Fire Service Installations and Equipment (FSIs) and Fire Safety Products**

This letter serves to announce the enhanced measures for the application for approval of portable equipment and the acceptance of FSIs and Fire Safety Products. It also promulgates a revised application guidance. FSD Circular Letter No. 3/2020 will be repealed and replaced by this Circular with effect from 1 April 2024.

Fire Service Installations and Equipment (FSIs) and Fire Safety Products are important for protecting lives and property in the event of a fire. Under the Fire Service (Installations and Equipment) Regulations (Cap. 95B), all portable equipment must be approved by the Director of Fire Services (D of FS) before being sold or supplied in Hong Kong. Moreover, FSIs (except portable equipment) and Fire Safety Products, which are required by the D of FS for the protection of buildings, shall be of an accepted type and conform with the relevant standard(s) and local requirements. Suppliers or their agents are required to submit an application to the Fire Services Department (FSD) to obtain approval or acceptance for their products.

To introduce more quality products that are suitable for use in Hong Kong and to continuously strengthen the quality assurance of products, FSD has, from time to time, explored different national or international standards and maintained close liaison with the trade to review and enhance the approval and acceptance mechanisms. The latest enhanced measures set out in this Circular focus on the

introduction of portable equipment of Industrial Standards (行業標準) and the revised application requirements under the mechanisms.

### **Introduction of portable equipment of Industrial Standards (行業標準)**

FSD has been accepting national or international standards when processing the approval applications for portable equipment. In the mainland, the standards for portable equipment are governed by the Fire Protection Law of the People's Republic of China (中華人民共和國消防法), which stipulates that the equipment shall conform to relevant National Standards (國家標準) or Industrial Standards (行業標準), where applicable. Industrial Standards are on par with both national and international standards in terms of testing, performance, and construction of the product and are equivalent standards accepted by the FSD.

To facilitate the trade to align with the rapid development of the mainland fire safety industry and to introduce more quality products suitable for use in Hong Kong, FSD will formally incorporate Industrial Standards into the application guidance for information.

### **Revised application requirements under the approval and acceptance mechanisms**

With an aim to enhancing the approval and acceptance mechanisms without compromising product quality, a Working Group (WG) comprising trade representatives was formed to make recommendations to the FSD. After contemplating all views and feedback from the trade, the WG proposed to revise the application requirements under the mechanisms.

For new applications, Product Certification is now accepted as another means to implement quality assurance for portable equipment. For applications for the extension of approval and acceptance, FSD will accept various types of supporting documents depending on the condition and status of the individual approved or accepted products. Details of the revised application requirements are attached in Annex I.

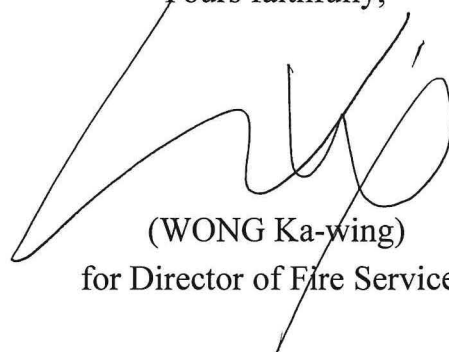
The enhanced approval and acceptance mechanisms, incorporating all the revised application requirements, are set out in the revised application guidance (Guidance for Application for Approval of Portable Equipment / Acceptance of Fire Service Installations and Equipment and Fire Safety Products (February 2024 version)) (Annex II), which has been published to replace the previous version. You may wish to download the guidance at the FSD's webpage:

[https://www.hkfsd.gov.hk/eng/source/licensing/Guidance\\_Approval\\_PE\\_Acceptance\\_FSIE\\_FS\\_P\\_eng.pdf](https://www.hkfsd.gov.hk/eng/source/licensing/Guidance_Approval_PE_Acceptance_FSIE_FS_P_eng.pdf)

Furthermore, the processing time for acceptance application for FSIs (excluding portable equipment) and Fire Safety Products from receipt of application to informing individual applicant of the application result in writing will be shortened to 15 working days.

The enhanced mechanisms and the revised application guidance will take effect on 1 April 2024. For enquiries, please contact the Policy Division of Licensing and Certification Command at 2733 7619.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'WONG Ka-wing', written over a horizontal line.

(WONG Ka-wing)  
for Director of Fire Services

Encl.



## **Revised Application Requirements for Approval of Portable Equipment and Acceptance of FSIs and Fire Safety Products**

### **New Application**

#### 1. Products **not listed** by a Product Certification Body (PCB)

- ✧ The applicant shall submit test reports(s) of the product up to the latest testing standard(s) issued within the past 5 years. For successful application, the approval or acceptance will remain valid for a maximum of 5 years.

#### 2. Products **listed** by a PCB

- ✧ For portable equipment, the applicant can submit test reports(s) of the portable equipment up to the latest testing standard(s) and a valid certificate issued by the PCB. For successful application, the approval will remain valid until the expiry date shown on the PCB certificate, with a maximum of 5 years.
- ✧ Other FSIs and Fire Safety Products listed by PCB are deemed to be accepted by FSD and application for acceptance is not required.

### **Application for Extension of Approval or Acceptance**

#### 1. Products **listed** by a PCB

- ✧ For portable equipment, the applicant shall submit a valid certificate issued by the PCB. The approval will be extended to the expiry date shown on the PCB certificate, with a maximum of 5 years.
- ✧ If the listing validity is not applicable, not shown in the PCB certificate, or not tally with the PCB's website or publication, the applicant will be required to present other document(s) issued by the PCB certifying that the listing is still valid at the time of the application.
- ✧ Other FSIs and Fire Safety Products are deemed to be accepted by FSD if their PCB's listings are still valid.

2. **Products not listed by PCB with no change of product conditions**

- ✧ The applicant shall submit an Assessment Report or equivalent issued within one year by an accredited testing laboratory or test reports(s) up to the latest testing standard(s) issued within the past 5 years. For successful application, the approval or acceptance validity will be extended for a maximum of 5 years.
- ✧ The Assessment Report shall explicitly indicate that the testing laboratory had conducted assessment of the product, including inspection of sample(s), based on the relevant testing standard(s), the product is in conformity with the up-to-date standard(s), and all conditions including design, construction, performance, specifications of the product remained unchanged.



# Guidance for Application for APPROVAL OF PORTABLE EQUIPMENT / ACCEPTANCE OF FIRE SERVICE INSTALLATIONS AND EQUIPMENT AND FIRE SAFETY PRODUCTS



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# Preface

Fire Service Installations and Equipment (FSIs) and Fire Safety Products play a crucial role in protecting lives and properties in case of fire. In this context, the Fire Services Department (FSD) ensures that all relevant products meet standard and conform with local requirements by approving portable equipment for sale and supply in Hong Kong and by accepting FSIs (excluding portable equipment) and Fire Safety Products for installation in buildings.

This guideline outlines the latest mechanisms for the approval of portable equipment and the acceptance of FSIs (excluding portable equipment) and Fire Safety Products. All industry members, including FSI suppliers, their agents, Registered Fire Service Installation Contractors, shall adhere to the instructions provided in this guideline when submitting applications to FSD.

# PART I

## Approval of Portable Equipment



## 1. Approval mechanism

- 1.1 Pursuant to Regulation 3 of the Fire Service (Installations and Equipment) Regulations (Cap. 95B), Laws of Hong Kong, all portable equipment shall be approved by the Director of Fire Services before being sold or supplied in Hong Kong. Regulation 4 of Cap. 95B stipulates that FSD shall cause a list to be kept of approved portable equipment (the list) and publish the list in the Gazette at least once in every year for public reference. Portable equipment requiring FSD's approval are listed in Appendix I.

### **New application for approval**

- 1.2 Suppliers of portable equipment or their agents are required to submit an application to FSD to obtain approval for their products. Approval will only be granted if all relevant conditions set out in this guideline are satisfied. Details of the newly approved equipment will be added to the list effective from the issuance date of the approval letter issued by FSD.

### **Validity Period of Approval and Application for extension of approval validity**

- 1.3 Approval granted by FSD for portable equipment is valid for a maximum of 5 years and the approval expiry date will be marked on the list for all approved equipment. The actual validity period may vary depending on the details of the submitted documents, such as the expiry dates of the test report(s).
- 1.4 If there are changes of conditions such as the compliance standard, design, manufacturer, etc., or the adopted testing standards have been updated, repealed or become obsolete, or the status of Product Certification<sup>1</sup> has changed, e.g. being delisted from the list published by the Product Certification Body, the approval validity of the equipment will be reviewed by FSD. In the case of the aforementioned situations, the granted approval will be invalidated, and the applicant must immediately inform FSD<sup>2</sup> and submit a fresh application for approval.

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<sup>1</sup> Product Certification means the certification of a product which has been carried out in accordance with the conformity assessment as required by respective product certification scheme. In general, product certification includes product testing, conformity assessment with certification and surveillance inspection as stipulated in ISO/IEC 17067. For more information on the product certification scheme, please consult the manufacturer or Product Certification Body.

<sup>2</sup> For portable equipment which was an approved type when it was sold or supplied, its use will not be forbidden even if its approval is later invalidated/expired and it can continuously be used with proper maintenance by RFSIC.

1.5 Pursuant to Regulation 5 of Cap. 95B, sale or supply of portable equipment without FSD's approval or portable equipment of which approval has expired are prohibited. Applicants should pay attention to the expiry date of the approval granted and submit the application for extension of the approval validity for the products. If the application is approved by FSD, the approval expiry date marked on the list will be updated.



## 2. Application Procedures

- 2.1 All applications, including new application for approval and application for extension of approval validity of portable equipment, shall be submitted to the Fire Protection Facilities Supervision Division, Licensing and Certification Command of the FSD for processing.
- 2.2 Applicants are required to complete and submit the *Application Form for Approval of Portable Equipment / Acceptance of Fire Service Installations and Equipment and Fire Safety Products* for each application (including new submission and re-application after the previous application was rejected by FSD due to the omission of required documents) with the respective required documents set out in Section 3 and 4.
- 2.3 The electronic application form for Approval of Portable Equipment / Acceptance of Fire Service Installations and Equipment and Fire Safety Products can be accessed at:
- <https://eform.cefs.gov.hk/form/fsd058/en/>
- 
- 2.4 Normally, the processing time for both new application for approval and application for extension of approval validity will be within 15 working days from the receipt of the application. A letter of approval will be issued to the applicant if all submission requirements in Section 3 and 4 and the product standards in Part III are met. This letter will indicate the expiry date of the approval granted. FSD will issue a letter to reject the application or request further information about the product if the content of any submitted document is in doubt or the product standard(s) are not acceptable.
- 2.5 If the application is objected due to the omission or lack of the required documents, the applicant will normally be informed in writing within 7 working days.

### 3. Submission Requirements for New Application for Approval

- 3.1 A new application for approval of portable equipment requires documents including Test Reports, Product Catalogue and Menu, Technical details, Technical Drawings or Photos/Pictures, and Certificate issued by a Product Certification Body (PCB)<sup>3</sup> (if applicable), etc. Detailed documents requirements are listed in Appendix IV. Depending on whether the portable equipment has been listed by a PCB, the required documents, as well as the approved validity period of the equipment upon successful application, may vary (Please refer to para. 3.3 and 3.4).
- 3.2 All submitted documents shall be in Chinese or English. The model/serial numbers and technical details, etc., mentioned in the documents should be consistent and correspond with one another. FSD will examine all submitted documents to ensure that the construction and performance of the portable equipment meet the standards before granting the approval.

#### **For portable equipment not listed by a PCB**

- 3.3 The applicant shall submit test reports(s) of the portable equipment up to the valid testing standard(s) issued within the past 5 years. In this Guidance, valid testing standard(s) means the current version of the standard(s) at the time of submission of application. For a successful application, the approval will remain valid for a maximum of 5 years.

#### **For portable equipment listed by a PCB**

- 3.4 The applicant can follow the submission requirements set out in para. 3.3 or submit test report(s) of the portable equipment up to the valid testing standard(s) along with a valid certificate issued by the PCB for approval. For the process of verifying the validity of product certification (listed products), please refer to the flowchart at Appendix III. For a successful application, the approval will remain valid until the expiry date shown on the PCB certificate, with a maximum of 5 years.

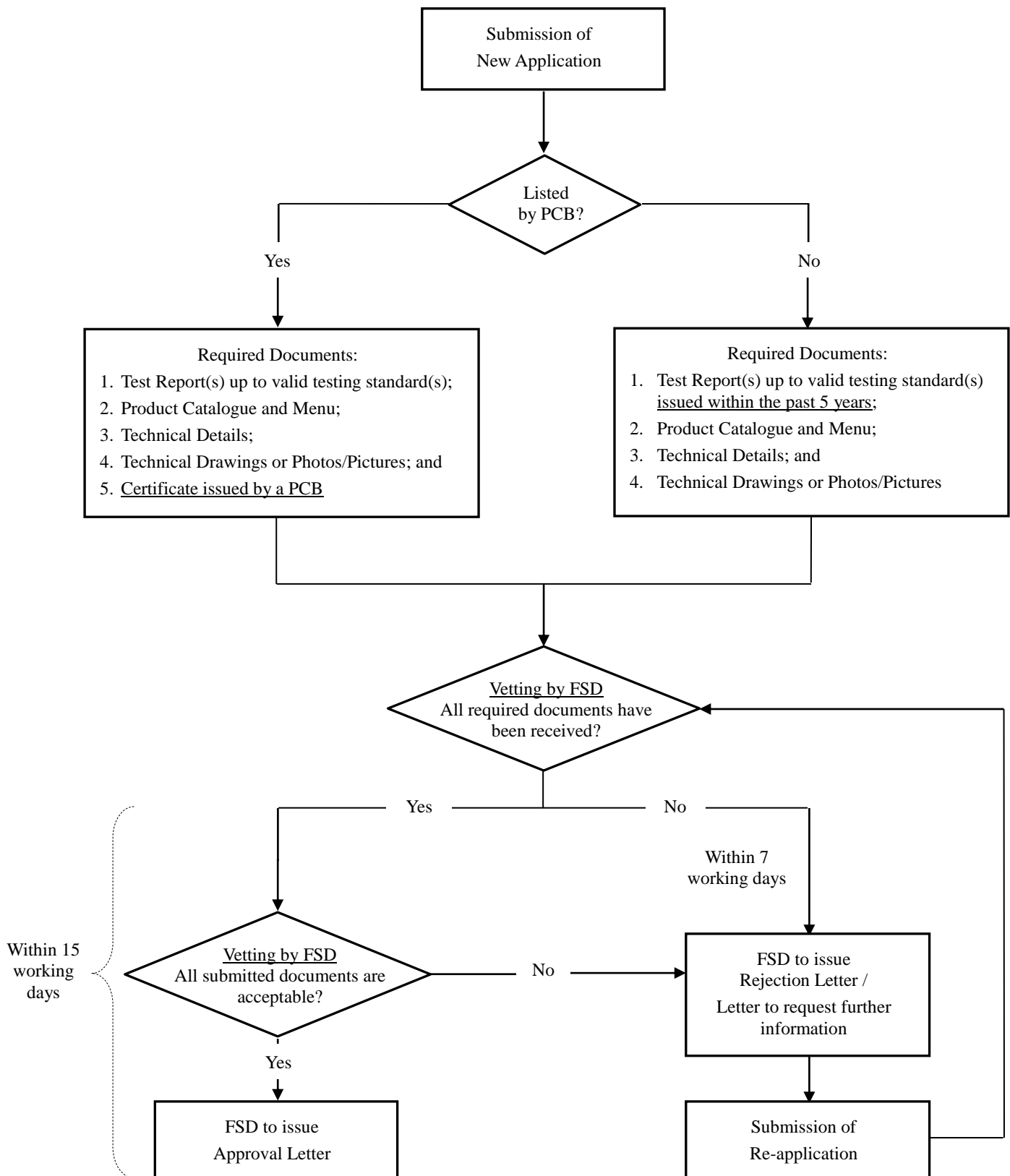
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<sup>3</sup> Product Certification Body (PCB) means:

(i) mainland China's/overseas laboratories/organizations that provide product certification service with listing scheme/service and is accredited by mainland China's/overseas accreditation bodies; or  
(ii) local laboratories/organizations that provide product certification service with listing scheme/service and is accredited by the Hong Kong Accreditation Service through the Hong Kong Certification Body Accreditation Scheme (HKCAS).

3.5 In the case where portable equipment, which has been approved by FSD via the application route set out in para. 3.4 (for PCB listed product), is delisted by the PCB, the approval granted will be invalidated. The applicant shall immediately inform FSD and submit a new application for approval as per the requirements set out in para. 3.3.

3.6 The application procedures are illustrated in the following *Flowchart of the Application Procedures for Approval of Portable Equipment*:-





## 4. Submission Requirements for Application for Extension of Approval Validity

4.1 Depending on the condition and status of the approved equipment, the applicant shall follow the procedures below for applying for an extension of approval validity. The time required for processing the application will be within 15 working days from the receipt of the application on condition that all required documents have been submitted and the submitted documents are acceptable.

### **For portable equipment listed by a PCB**

4.2 The applicant shall submit a valid certificate issued by the PCB. Valid listings of products in compliance with the valid testing standards shall be maintained by PCBs and can be accessed through the corresponding PCB's website or publication. If the portable equipment's listing validity is not applicable, not shown in the PCB certificate, or not tally with the PCB's website or publication, the applicant will be required to present other document(s) issued by the PCB certifying that the listing is still valid at the time of the application. If the application is successful, the approval validity will be extended to the expiry date shown on the PCB certificate, up to a maximum of 5 years.

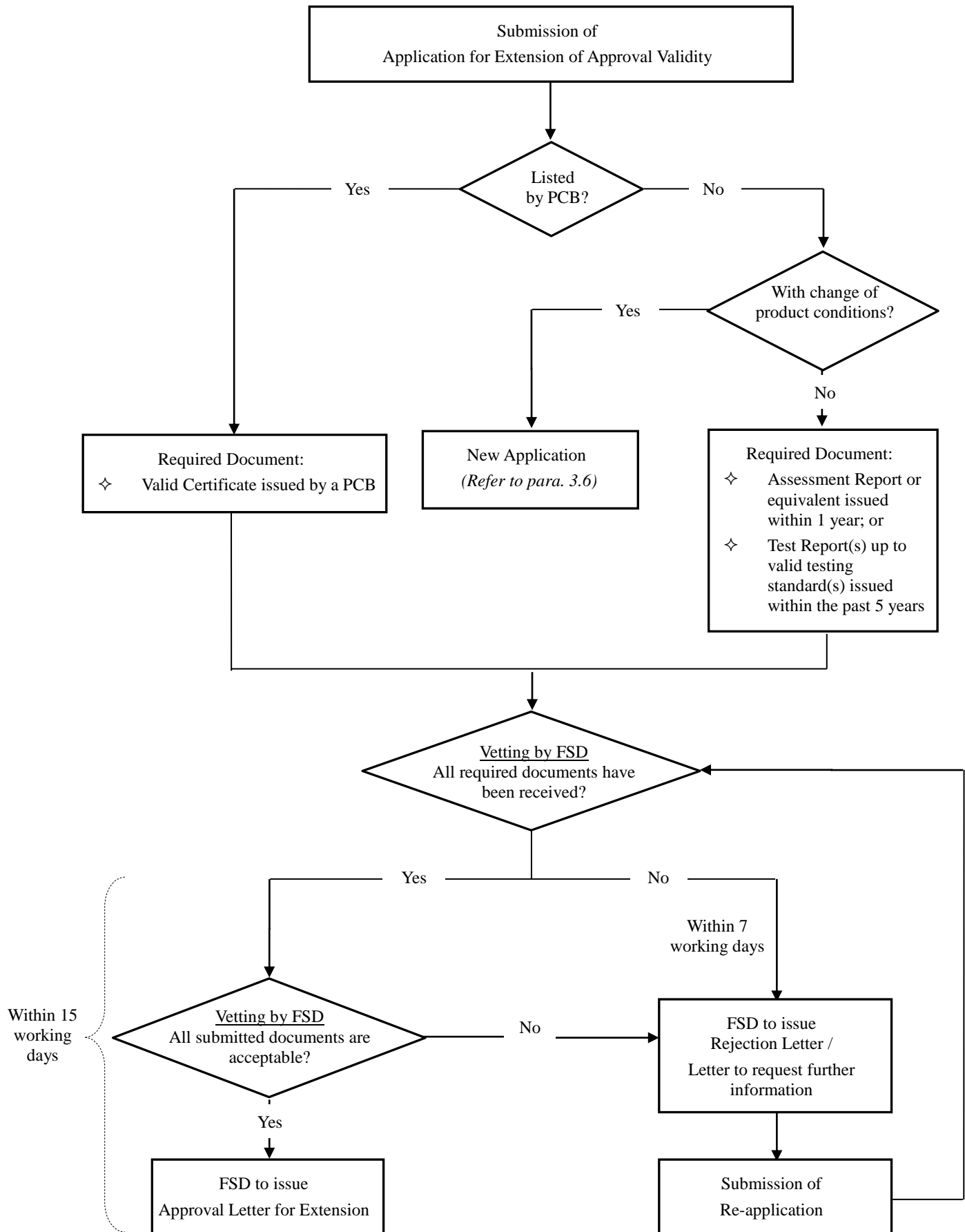
### **For portable equipment not listed by a PCB with no change of product conditions**

4.3 The applicant shall submit an Assessment Report or an equivalent document issued by an accredited testing laboratory within 1 year or test reports(s) conforming to valid testing standard(s) and issued within the past 5 years are also acceptable. The Assessment Report should explicitly indicate that the testing laboratory conducted an assessment of the product, including an inspection of sample(s), based on the relevant testing standard(s). It should confirm that the product conforms with the valid testing standard(s), and all conditions including design, construction, performance, specifications of the portable equipment remained unchanged. If the application is successful, the approval validity will be extended for a maximum of 5 years.

**For portable equipment Not listed by PCB with change of product conditions**

- 4.4 The application will be treated as a new application. The applicant shall submit test reports(s) for the portable equipment up to valid testing standard(s) issued within the past 5 years. If the application is successful, the approval validity will be extended for a maximum of 5 years.

4.5 The application procedures are shown in the *Flowchart of the Application Procedures for Extension of Approval Validity*:-



## 5. Help and Enquiries

- 5.1 Any enquiries about application for approval and extension of approval validity of portable equipment should be made to the Fire Protection Facilities Supervision Division of Licensing and Certification Command:-

<b>Fire Protection Facilities Supervision Division</b>	
<b>Licensing and Certification Command</b>	
Address:	Tel. No. : 2733 1567
2/F, Centre Parc, 11 Sheung Yuet Road, Kowloon Bay, Kowloon, Hong Kong	Fax. No.: 2722 1915
	E-mail : <a href="mailto:e_apply_fsi@hkfsd.gov.hk">e_apply_fsi@hkfsd.gov.hk</a>



# Part II

## Acceptance of FSIs (except portable equipment) and Fire Safety Products



## 6. Acceptance Mechanism

- 6.1 FSIs (excluding portable equipment), such as sprinkler system/components and fire alarm installation/components, which are required by the Director of Fire Services for the protection of buildings, must be of an accepted type and conform with relevant standard(s) and local requirements.
- 6.2 Certain Fire Safety Products, of which the reliability is crucial to fire safety, are also required to be of an accepted type. Examples include emergency exit devices and fire resisting cables.
- 6.3 Suppliers of the products mentioned in para. 6.1 and 6.2 are required to submit an application to FSD to obtain acceptance for their products before they are installed or used in local buildings. Acceptance will only be granted if all relevant conditions set out in this guideline are satisfied. FSIs (excluding portable equipment) and Fire Safety Products requiring FSD's Acceptance are listed in Appendix II.

### **Validity Period of Acceptance and Application for extension of acceptance validity**

- 6.4 Acceptance granted by FSD for FSIs and Fire Safety Products is valid for a maximum of 5 years. The actual validity period may vary depending on the details of the submitted documents, such as the expiry dates of the test report(s).
- 6.5 If there are changes of conditions such as compliance standards, design, manufacturer, etc., or the adopted testing standards have been updated, repealed or become obsolete, the validity of the acceptance will be reviewed by FSD. In such cases, the previously granted acceptance will be invalidated<sup>4</sup>, and the applicant shall immediately inform FSD<sup>5</sup> and submit a new application for product acceptance.

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<sup>4</sup> The acceptance of the FSIs and Fire Safety Products delisted by the PCB which were manufactured before the de-listing date and kept in stock by RFSIC shall remain valid if, at the time of building plans submission for approval, such FSIs/Fire Safety Products to be used in new building project(s) or major alteration and addition works meets, inter alia, the current version of standards, specifications, rules, statutory requirements, etc., as mentioned in the Codes of Practice for Minimum Fire Service Installations and Equipment and Inspection, Testing and Maintenance of Installations and Equipment at the material time.

<sup>5</sup> For installed FSIs and Fire Safety Products, their use will not be forbidden even if their acceptance is later invalidated/expired and they can continuously be used with proper maintenance by RFSIC.

- 6.6 The applicant shall pay attention to the expiry date of the acceptance granted and submit the application for extension of the acceptance validity for the products. If the application is accepted by FSD, the acceptance expiry date will be updated.

**Deemed Acceptance of FSI (except portable equipment) or Fire Safety Product listed by a PCB**

- 6.7 An FSI (excluding portable equipment) or Fire Safety Product listed and published by a PCB for public access is deemed accepted by FSD, provided that such installations or products and their installation conform with all relevant local requirements. In other words, if the product certification is still valid, an application for acceptance is not required. For the process of verifying the validity of product certification (listed products), please refer to the flowchart at Appendix III.
- 6.8 Valid listings of products in compliance with valid testing standards should be maintained by PCBs and can be accessed through the corresponding PCB's website or publication. In case a product listed by a PCB is delisted, the deemed acceptance will be invalidated, and the applicant shall inform FSD and submit a new application for acceptance of the relevant FSIs or Fire Safety Products following the application procedures set out in Section 7.

## 7. Application Procedures

7.1 Application for acceptance and application for extension of acceptance validity for FSIs (excluding portable equipment) and Fire Safety Products shall be submitted to the Fire Protection Facilities Supervision Division, Fire Protection Engineering Compliance Division or Dangerous Goods Enforcement Division of the Licensing and Certification Command of FSD for processing, depending on the installation/product type. The electronic application form for Approval of Portable Equipment/Acceptance of Fire Service Installations and Equipment and Fire Safety Products can be accessed at:

<http://eform.cefs.gov.hk/form/fsd058/en/>



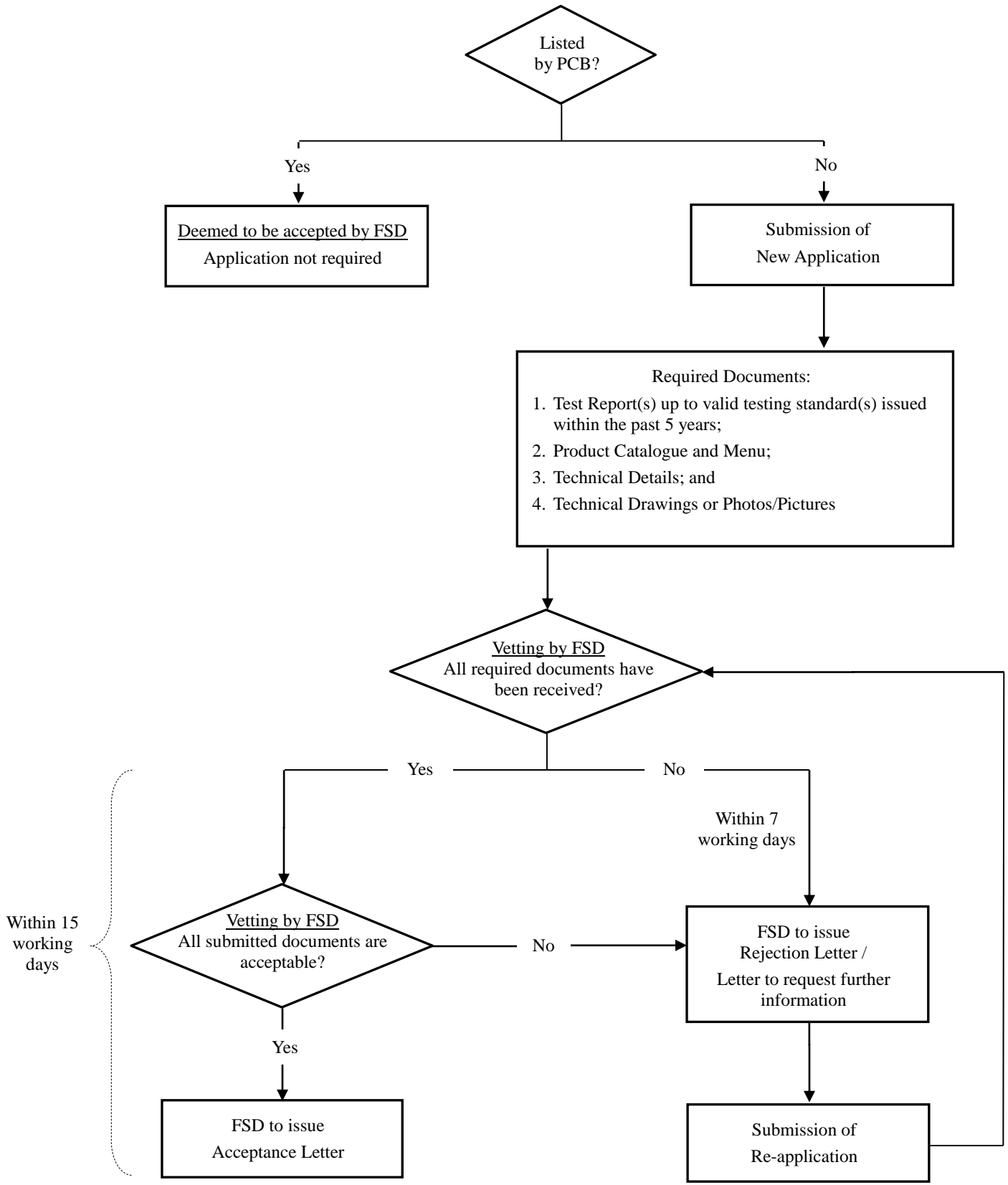
- 7.2 Normally, the processing time for an acceptance application for FSIs (excluding portable equipment) and Fire Safety Products will be within 15 working days from the receipt of the application. A letter of acceptance will be issued to the applicant if all submission requirements in Section 8 and 9 and the product standards in Part III are met and this letter will indicate the expiry date of the acceptance granted. FSD will issue a letter to reject the application or request further information about the product if the content of any submitted document is in doubt or the product standard(s) are not acceptable.
- 7.3 If the application is objected due to the omission or lack of the required documents, the applicant will normally be informed in writing within 7 working days.



## 8. Submission Requirements for New Application for Acceptance

- 8.1 A new application for acceptance of FSIs (excluding portable equipment) and Fire Safety Products requires documents including Test Reports, Product Catalogue and Menus, Technical details and Technical Drawings or Photos/Pictures, etc. Detailed document requirements are listed in Appendix IV.
- 8.2 All submitted documents shall be in Chinese or English. The model/serial numbers and technical details, etc., mentioned in the documents should be consistent and correspond with one another. FSD will examine all submitted documents to ensure that the construction and performance of the FSIs (excluding portable equipment) and Fire Safety Products meet the standards before granting acceptance.
- 8.3 The applicant shall submit test reports(s) of the FSIs (excluding portable equipment) and Fire Safety Products up to valid testing standard(s) issued within the past 5 years. In this Guidance, valid testing standard(s) means the current version of the standard(s) at the time of submission of application. If an application is successful, the acceptance will remain valid for a maximum of 5 years.

8.4 The application procedures are shown in the *Flowchart of the Application Procedures for Acceptance of FSIs (except portable equipment) and Fire Safety Products:-*



## 9. Submission Requirements for Application for Extension of Acceptance Validity

9.1 Depending on the condition and status of the accepted FSIs (excluding portable equipment) and Fire Safety Products, the applicant shall follow the procedures below for applying for an extension of acceptance validity. The time required for processing the application will be within 15 working days from the receipt of the application on condition that all required documents have been submitted and the submitted documents are acceptable.

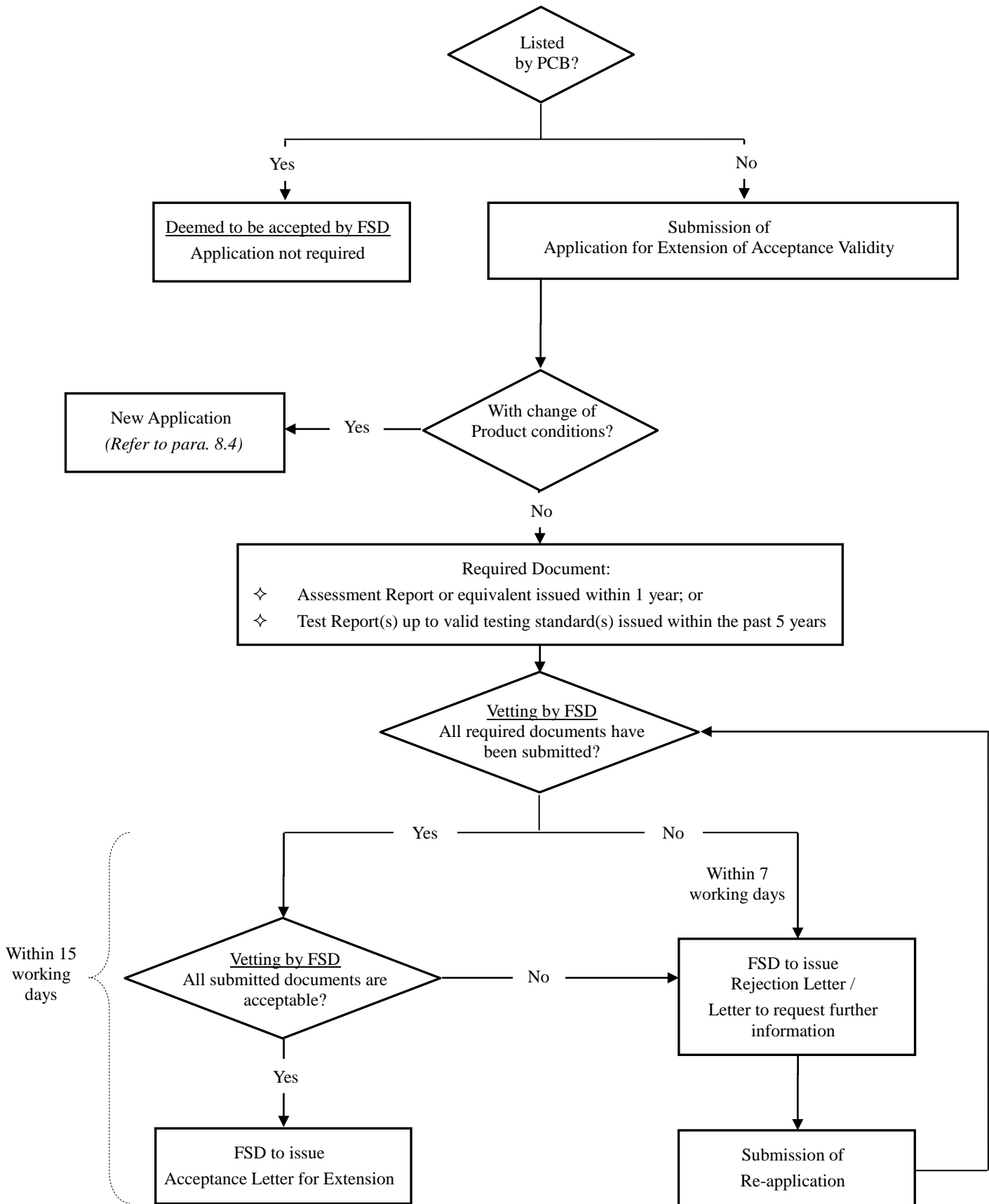
### **For FSIs (except portable equipment) and Fire Safety Products with no change of product conditions**

9.2 The applicant shall submit an Assessment Report or an equivalent document issued by an accredited testing laboratory within 1 year or test reports(s) conforming to the valid testing standard(s) issued within the past 5 years are also acceptable. The Assessment Report shall explicitly indicate that the testing laboratory had assessed the product, including inspection of sample(s), based on the relevant testing standard(s). It should confirm that the product conforms with valid testing standard(s), and all conditions including design, construction, performance, specifications of the products remained unchanged. If the application is successful, the acceptance validity may be extended for a maximum of 5 years.

### **For FSIs (excluding portable equipment) and Fire Safety Products with change of product conditions**

9.3 If there is any change in the conditions of the FSI (Excluding portable equipment) and Fire Safety Products, the application will be processed as a new application. The applicant shall provide test reports(s) up to valid testing standard(s) issued within the past 5 years. A successful application under these circumstances will result in an extension of the acceptance validity for a maximum of 5 years.

9.4 The application procedures are shown in the *Flowchart of the Application Procedure for Extension of Acceptance Validity*:-



## 10. Help and Enquiries

10.1 Any enquiries about acceptance application and extension of acceptance validity of FSIs (except portable equipment) and Fire Safety Products should also be made to the following designated offices as appropriate:-

<b>Fire Protection Facilities Supervision Division</b>	
<b>Licensing and Certification Command</b>	
Address:	Tel. No. : 2733 1567
2/F, Centre Parc, 11 Sheung Yuet Road, Kowloon Bay, Kowloon, Hong Kong	Fax. No.: 2722 1915 E-mail : <a href="mailto:e_apply_fsi@hkfsd.gov.hk">e_apply_fsi@hkfsd.gov.hk</a>

### **For Fire Resisting Cable / Smoke Control System / Ventilating System:-**

<b>Ventilating Systems Group</b>	
<b>Licensing and Certification Command</b>	
Address:	Tel. No. : 2718 7567
35/F, Revenue Tower, No.5 Gloucester Road, Wan Chai, Hong Kong	Fax. No.: 2382 2495 E-mail : <a href="mailto:e_apply_fsi@hkfsd.gov.hk">e_apply_fsi@hkfsd.gov.hk</a>

### **For Flammable Liquid Dispensing Device / Flammable Liquid Storage Tank for Petrol Filling Station:-**

<b>Dangerous Goods Enforcement Division</b>	
<b>Licensing and Certification Command</b>	
Address:	Tel. No. : 3850 8487
2/F, Tsim Sha Tsui Fire Station Complex, No.333 Canton Road, Tsim Sha Tsui, Kowloon	Fax. No.: 3850 /8450 E-mail : <a href="mailto:e_apply_fsi@hkfsd.gov.hk">e_apply_fsi@hkfsd.gov.hk</a>

# Part III

## Product Standards and Recognition of Accredited Testing Laboratories





## 11. Product Standards

11.1 In addition to the FSI standards specified in the *Codes of Practice for Minimum Fire Service Installations and Equipment and Inspection, Testing and Maintenance of Installations and Equipment* (CoP) and FSD Circular Letter(s) (FSDCL), the FSD may accept other national, international or equivalent standards that are applicable to the FSIs or Fire Safety Products.

11.2 In the mainland, portable equipment shall conform with relevant National Standards (國家標準) or Industrial Standards (行業標準)<sup>6</sup>, where applicable. Industrial Standards are on par with both national standards and international standards in terms of testing, performance and construction of the product and are equivalent standards accepted by the FSD.

### **Further information on national and international standards**

11.3 Please also refer to *Product Standards of Fire Service Installations and Equipment and Fire Safety Products Acceptable to Hong Kong Fire Services Department* at Appendix V for more information on the standards.

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<sup>6</sup> In the mainland, the standards of portable equipment are governed pursuant to the Fire Protection Law of the People's Republic of China (中華人民共和國消防法), which stipulates that the equipment shall conform with relevant National Standards (國家標準) or Industrial Standards (行業標準), where applicable.

## 12. Recognition of Accredited Testing Laboratories

12.1 Unless otherwise specified, only test reports issued by accredited testing laboratories shall be accepted by FSD. The accredited testing laboratories must hold an accreditation certificate, specifying the scopes of accreditation granted by one of the accreditation bodies. The scopes of accreditation of the accredited testing laboratories can be found on the following websites of the accreditation bodies:

- (a) Hong Kong Accreditation Service (HKAS)

<https://www.itc.gov.hk/en/quality/hkas/index.html>

- (b) China National Accreditation Service for Conformity Assessment (CNAS)

<http://www.cnas.org.cn/english/findanaccreditedbody/index.shtml>

- (c) Accreditation bodies which have signed Mutual Recognition Agreements with the HKAS

[http://www.itc.gov.hk/en/quality/hkas/doc/common/mramla/MRA\\_HOKLAS\\_en.pdf](http://www.itc.gov.hk/en/quality/hkas/doc/common/mramla/MRA_HOKLAS_en.pdf)

**Portable Equipment  
Requiring FSD's Approval**

Portable Equipment		Type
1	Fire Blanket	
2	Fire Extinguisher	Portable Fire Extinguisher (a) Carbon Dioxide (b) Clean Agent (c) Dry Powder (d) Foam (e) Water (f) Wheeled Type Fire Extinguisher (g) Miscellaneous
3	Fixed Automatically Operated Approved Appliance (Wall / Ceiling Mounted Type)	Fixed Sprayer Unit

## Remarks:

This list is by no means exhaustive. Suppliers and their agents shall have the responsibilities of checking with the Fire Protection Facilities Supervision Division of the Licensing and Certification Command to see whether the equipment requires approval before sale and supply in Hong Kong.

**FSIs (except portable equipment) and Fire Safety Products  
Requiring FSD's Acceptance**

FSIs / Fire Safety Products		Component(s)
1	Automatic Actuating Device	(a) Emergency Exit Device (b) Electromagnetic Door Releasing Device to be used in conjunction with Fire Detection System
2	Automatic Fixed Installation other than Water	(a) Fixed Carbon Dioxide Installation (b) Fixed Clean Agent Installation (c) Fixed Dry Chemical Installation
3	Automatic Fixed Installation using Water	<ol style="list-style-type: none"> <li>1. Deluge System               <ol style="list-style-type: none"> <li>(a) Deluge Valve</li> <li>(b) Sprinkler Head</li> <li>(c) Alarm Valve</li> </ol> </li> <li>2. Drencher System               <ol style="list-style-type: none"> <li>(a) Drencher Nozzle</li> <li>(b) Drencher Valve</li> </ol> </li> <li>3. Water Spray System               <ol style="list-style-type: none"> <li>(a) Water Spray Nozzle</li> <li>(b) Deluge Valve</li> </ol> </li> <li>4. Sprinkler System               <ol style="list-style-type: none"> <li>(a) Sprinkler Head</li> <li>(b) Alarm Valve</li> <li>(c) Accelerator</li> <li>(d) Butterfly Valve (motorised)</li> <li>(e) Flow Switch</li> <li>(f) Piping and associated fittings (e.g. CPVC Piping / Fittings)</li> <li>(g) Vortex Inhibitor</li> <li>(h) Sprinkler water storage tank other than those made from concrete</li> <li>(i) Sprinkler control and indicator panel</li> <li>(j) Pressure switch</li> <li>(k) Pressure Reducing Valve</li> </ol> </li> <li>5. Water Mist System</li> </ol>

FSIs / Fire Safety Products		Component(s)
4	Fire Alarm System	(a) Manual Call Point (b) Alarm Bell
5	Fire Detection System	(a) Fire Alarm Control Panel (b) Heat Detector (c) Smoke Detector (d) Beam Detector (e) Smoke Detector with Integration Device (f) Flame Detector (g) Intrinsically Safe / Explosion Proof Detector (h) Alarm/Sounder Integrated with Strobe Light to be used in conjunction with Fire Detection System
6	Fire Hydrant / Hose Reel System	(a) Hose Reel Unit (including Hose Reel Tubing, Nozzle and Drum) (b) Hydrant Inlet / Outlet Valve (c) FS Inlet / Fireboat Inlet (d) Pressure Reducing Valve
7	Fire Resisting Cable	Fire Resisting Cables for FSIs (except for optical fibre cables, which require an application for use in individual project)
8	Fire Retardant Solution	(a) For wall and ceiling linings in accordance with Class 1 or Class 2 of BS 476 : Part 7 or other acceptable standards (b) For Curtains and Drapes in accordance with BS 5867 : Part 2 or other acceptable standards
9	Fixed Foam System / Equipment	(a) Foam Monitor (b) Foam Proportioner/Maker (c) Bladder Tank (d) Ratio Flow Controller (e) Foam Nozzle (f) Foam Water Nozzle

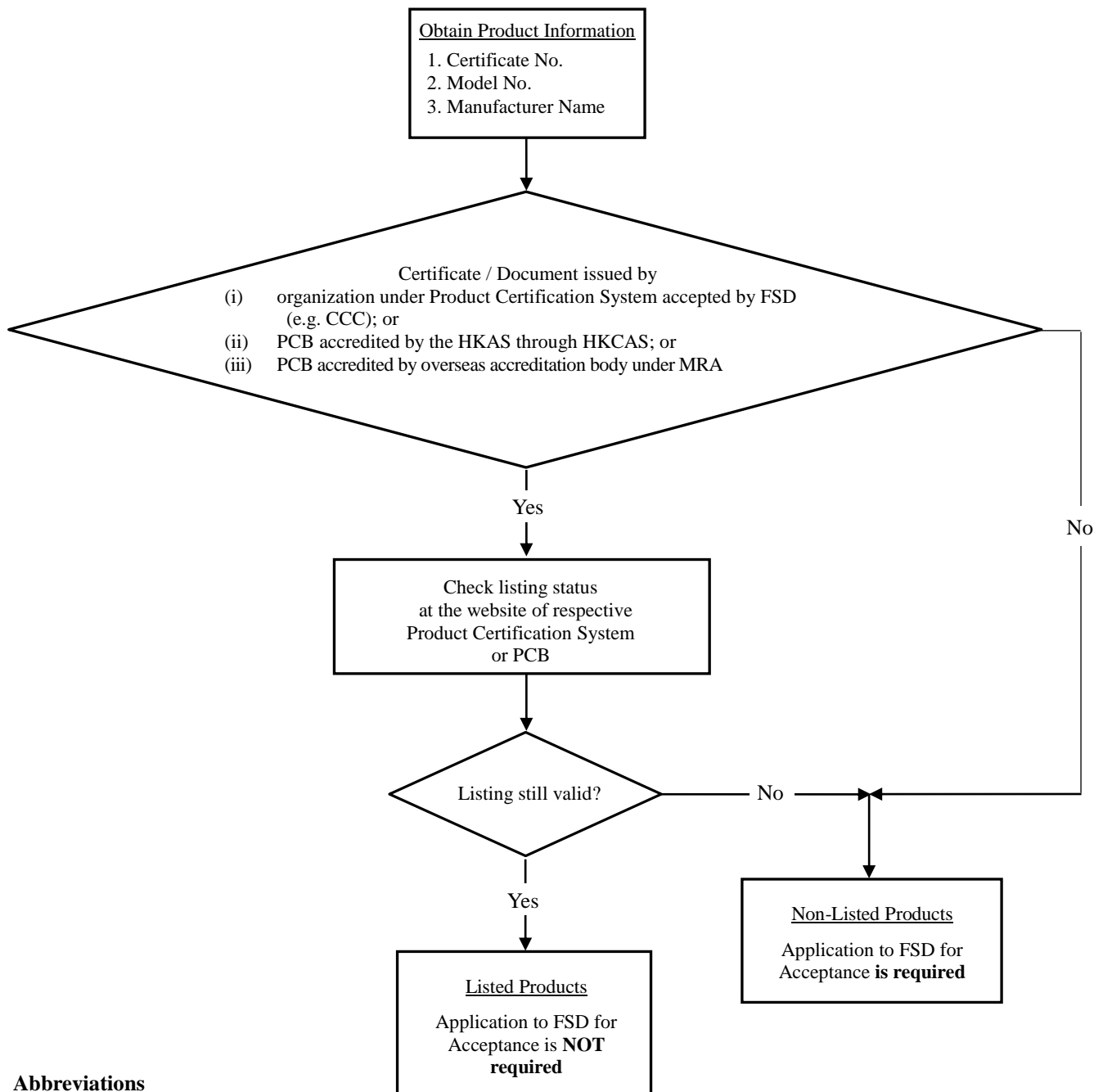
FSIs / Fire Safety Products		Component(s)
10	Flammable Liquid Dispensing Device for Petrol Filling Station	
11	Flammable Liquid Storage Tank for Petrol Filling Station	
12	Gas Detection System	(a) Ammonia Gas (b) Carbon Monoxide Gas (c) Carbon Dioxide Gas (d) Chlorine Gas (e) Hydrogen Gas (f) Methane Gas (g) Special Gases used in Micro-electronics Industry
13	Smoke Control System	(a) Smoke Extraction Fans / Air release fans for staircase pressurization system (b) Fire & Smoke Dampers and Actuators used in Smoke Extraction System (c) Smoke Control Components (including Fire Rated Ductwork, Smoke Barriers) (d) Static Smoke Ventilator
14	Ventilating System	(a) Electrostatic filter or precipitator <sup>(ii)</sup> (b) Fusible link <sup>(ii)</sup>

Remarks:

- (i) This list is by no means exhaustive. Suppliers and their agents and Registered Fire Service Installation Contractors shall have the responsibilities of checking with the designated offices of the Licensing and Certification Command to see whether the installation/fire safety product requires acceptance before installation/use.
- (ii) In accordance with the Building (Ventilating Systems) Regulations (Cap. 123J) and the Ventilation of Scheduled Premises Regulation (Cap. 132CE), for a duct which passes through any floor, wall or ceiling, it shall be fitted with a damper operated by fusible links of a type approved by the Director of Fire Services (D of FS). Every electrostatic filter or precipitator shall also be of a type approved by the D of FS.

## Checking the Validity of Product Certification (for products listed by PCB)

‘**Product Certification**’ means the certification of a product which has been carried out in accordance with the conformity assessment as required by respective product certification scheme. In general, product certification includes product testing, conformity assessment with certification and surveillance inspection as stipulated in ISO/IEC 17067. For more information on the product certification scheme, please consult the manufacturer or Product Certification Body.



### Abbreviations

- PCB - Product Certification Body
- MRA - Multilateral Recognition Arrangement
- CCC - China Compulsory Certification System
- HKAS - Hong Kong Accreditation Service
- HKCAS - Hong Kong Certification Accreditation Scheme



**Requirements of Documents for the Application for  
Approval of Portable Equipment / Acceptance of FSIs and Fire Safety Products**

Required Documents	Requirements of Documents
(a) Application Form for Approval of Portable Equipment /Acceptance of Fire Service Installations and Equipment and Fire Safety Products	(i) Completed as required
(b) Documents required for Re-application (after previous submission was rejected by FSD)	(i) Other document(s) requested by the FSD in its latest reply letter and the attached checklist, where appropriate (ii) Copy of FSD's reply letter(s) and the attached checklist, if any
(c) Test Report / Assessment Report	(i) Valid testing <sup>7</sup> standards as stipulated in the CoP and FSDCL shall be adopted for the test / assessment, where appropriate (ii) If the testing standards stated in (i) above have not been adopted, the product shall be tested / assessed against national, international or equivalent standards acceptable to the Director of Fire Services (iii) The testing laboratory shall be accredited to carry out the test / assessment by the following accreditation bodies: <ul style="list-style-type: none"> <li>(a) Hong Kong Accreditation Service (HKAS) and accredited under the Hong Kong Laboratory Accreditation Scheme (HOKLAS); or</li> <li>(b) China National Accreditation Service for Conformity Assessment (CNAS) which has signed Mutual Recognition Agreements (MRA)<sup>8</sup> with the HKAS; or</li> <li>(c) Overseas Accreditation Bodies which has signed</li> </ul>

<sup>7</sup> **Testing**: mainly focuses on the testing of product samples to a prescribed standard and the test was carried out in an accredited testing laboratory.

<sup>8</sup> **Mutual Recognition Arrangement (MRA)**: MRA is an agreement signed among accreditation bodies, such as the Hong Kong Accreditation Service (HKAS), for the purpose of mutually recognising the respective product certificates and reports issued by one another's accredited laboratories. The HKAS has signed different MRAs with other regional/international accreditation cooperations, for example the MRAs under the 'Asia Pacific Accreditation Cooperation (APAC)' and the 'International Laboratory Accreditation Cooperation (ILAC)'. All respective product certificates and reports issued by the laboratories accredited by overseas signatories of these MRAs will also be recognised by the FSD.

	<p style="text-align: center;">MRA with the HKAS</p> <p>(iv) The test report / assessment report shall be prepared in Chinese or English or translated into Chinese or English</p> <p>(v) It shall be a full test report with cover page, test record and positive test results</p> <p>(vi) The test report / assessment report shall be based on the latest testing standards and valid at the time of submission</p> <p>(vii) The test report / assessment report shall be an original copy / a copy certified by the respective testing laboratory to be true and correct</p>
(d) Product Catalogue and Menu	(i) The specifications and details of the products mentioned in the product catalogue and menu shall correspond to the same products mentioned in other submitted documents
(e) Technical Details	(i) Technical details shall be presented in table format
(f) Technical Drawings or Photos / Pictures	<p>(i) The technical drawing(s) shall:</p> <p>(a) include product dimensions</p> <p>(b) be produced by the manufacturer</p> <p>(c) be no smaller than A4 size</p> <p>(ii) If the product cannot be shown in the form of drawings, its photos/pictures at a size of no smaller than 4R (102mm x 152mm) shall be attached</p>
(g) Certificate issued by a Product Certification Body (PCB)	(i) Certificate showing the valid listing of the product by the PCB (if any)
(h) Surveillance audits and manufacturer information	<p>(i) Certificate/Report of product surveillance audits (if any)</p> <p>(ii) Operational requirements issued by the manufacturer</p>





**For Official Use Only:**

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NKHRUP q0<

認可手提設備／接納消防裝置及設備和消防安全產品申請表  
**Application Form for Approval of Portable Equipment /  
Acceptance of Fire Service Installations and Equipment and Fire Safety Products**

**注意事項 POINTS TO NOTE:**

(I) 填寫本申請表前，請閱讀以下指引並在閱讀後加上「✓」號。

Please read the following guidelines and put a (✓) in the box before filling in this Form.

《認可手提設備／接納消防裝置及設備和消防安全產品的申請指引》

*Guidance for Application for Approval of Portable Equipment / Acceptance of Fire Service Installations and Equipment and Fire Safety Products*

《申請人須知》(見附錄一)

*Notes to Applicants* (See Appendix I)

《毋須事先獲得消防處接納的常見消防裝置及設備和消防安全產品》(見附錄二)

*Common Fire Service Installations and Equipment and Fire Safety Products NOT requiring FSD's Prior Acceptance*  
(See Appendix II)

(II) 所有申請文件必須裝訂並附有頁碼，申請人必須就每項申請呈交一份已裝訂的申請文件。

All documents submitted for the application must be bound with page numbers, and a set of bound documents for each submission is necessary.

(III) 請選擇提交申請的類別 Please select type of application to be submitted:

新申請  
New Application

重新申請  
Re-Application

延長有效期申請  
Application for Validity Period Extension

請根據消防處最近一次就本申請發出的回覆函件內載的資料填寫以下各項：  
Please complete the following sections with reference to the information given in the latest FSD's reply letter related to this application:

消防處檔號 FSD Ref. No.: ( ) in  
個案編號 (如有) LIFIPS No. (If any):  
消防處回覆日期 FSD's Reply Date:

(IV) 請選擇回覆的語言

Please select the language for reply

中文

English

## 甲項 - 申請人資料

### Section A - Applicant Information

(a) 公司檔號 Company Reference No.:

(b) 申請人姓名 Applicant Name:

(c) 公司名稱 Company Name:

(d) 公司地址 Company Address:

(e) 聯絡人姓名 Contact Person Name:

(f) 電話號碼 Telephone No.:

(g) 傳真號碼 Fax No.:

(h) 電郵地址 E-mail Address:

## 乙項 - 產品資料

### Section B - Product Information

請從《認可手提設備／接納消防裝置及設備和消防安全產品的申請指引》附錄 I 及 II 的名單內選擇有關的系統及組件。  
Please select the relevant system and component from the list as provided in the [Appendix I & II of Guidance for Application for Approval of Portable Equipment / Acceptance of Fire Service Installations and Equipment and Fire Safety Products](#).

(a) 系統 System:

(b) 組件 Component:

(c) 品牌名稱 Brand Name:

(d) 型號／系列 Model Number/Series:

(e) 製造商名稱 Manufacturer Name:

(f) 製造商地址 Manufacturer Address:

## 丙項 - 產品測試／評估資料

### Section C - Product Testing / Assessment Information

(a) 測試／評估機構 Testing / Assessment Agency:

(b) 測試／評估報告編號 Test / Assessment Report No.:

(c) 測試標準 Testing Standard:

(d) 簽發日期 Issue Date:

(e) 失效日期（如有）Expiry Date (if any):

## 丁項 - 產品認證資料

### Section D - Product Certification Information

(a) 產品認證機構 Product Certification Body:

(b) 認證證書編號 PCB Certificate No.:

(c) 失效日期（如有）Expiry Date (if any):

\*如表格不足，可自行影印

If extra forms are required, please feel free to make photocopies - 2 -

## 戊項 - 申請人聲明

### Section E - Declaration of Applicant

本人現聲明已閱讀「[注意事項](#)」，並向消防處呈交所需文件，以申請認可手提設備／接納消防裝置及設備和消防安全產品：  
I hereby declare that I have read the '[POINTS TO NOTE](#)' and submit the required documents to the Fire Services Department in support of my application for **Approval of Portable Equipment / Acceptance of Fire Service Installations and Equipment and Fire Safety Products**:

所需文件 Required Document	文件要求 Requirements of Documents	請「✓」 Please (✓)
(a) 認可手提設備／接納消防裝置及設備和消防安全產品申請表 Application Form for Approval of Portable Equipment / Acceptance of Fire Service Installations and Equipment and Fire Safety Products	(i) 按要求填寫 Completed as required	
(b) 重新申請需要的文件 (經消防處較早前拒絕的申請) Documents required for Re-Application (after previous submission was rejected by FSD)	(i) 消防處最近一次發出的覆函所要求的其他文件，以及隨附的核對表(如適用) Other document(s) requested by FSD in its latest reply letter and the attached checklist, where appropriate (ii) 消防處覆函副本及隨附的核對表(如有) Copy of FSD's reply letter(s), and the attached checklist, if any	
(c) 測試報告／評估報告 Test Report / Assessment Report	(i) 測試／評估採用「最低限度之消防裝置及設備守則與裝置及設備之檢查、測試及保養守則」和消防處通函內所載的最新標準進行(如適用) The latest testing standards as stipulated in the Codes of Practice for Minimum Fire Service Installations an Equipment and Inspection, Testing and Maintenance of Installations and Equipment (CoP) and FSD Circular Letter(s) (FSDCL) shall be adopted for the test / assessment, where appropriate (ii) 測試／評估如非採用上文第(i)段所述的標準進行，則產品須按照消防處處長接納的國家／國際標準進行 If the testing standards stated in (i) above have not been adopted, the product shall be tested / assessed against national / international standards acceptable to the Director of Fire Services (iii) 測試實驗室所獲以下認可機構認可進行有關測試／評估： The testing laboratory shall be accredited to carry out the test / assessment by the following accreditation bodies: (a) 香港認可處並由香港實驗所認可計劃認可；或 Hong Kong Accreditation Service (HKAS) and accredited under the Hong Kong Laboratory Accreditation Scheme (HOKLAS); or (b) 與香港認可處簽訂了《相互承認安排》的中國合格評定國家認可委員會；或 China National Accreditation Service for Conformity Assessment (CNAS) which has signed Mutual Recognition Arrangement with the HKAS; or (c) 與香港認可處簽訂了《相互承認安排》的海外認可機構。 Overseas accreditation bodies which have signed Mutual Recognition Arrangements with the HKAS (iv) 測試報告／評估報告以中文或英文撰寫，或翻譯為中文或英文本，並經有關測試實驗室核證無誤 The test report / assessment report shall be prepared in Chinese or English or translated into Chinese or English and certified to be correct by the respective testing laboratory (v) 測試報告完整，並附有封面、測試記錄和合格的測試結果 It shall be a full test report with cover page, test record and positive test results (vi) 測試報告／評估報告應根據最新標準撰寫，且呈交時仍然有效 The test report / assessment report shall be based on the latest testing standards and valid at the time of submission (vii) 測試報告／評估報告為正本／已獲有關測試實驗室核證無誤的副本 The test report / assessment report shall be an original copy/a copy certified by the respective test laboratory to be true and correct	

所需文件 Required Document	文件要求 Requirements of Documents	請「✓」 Please (✓)
(d) 產品目錄及說明書 Product Catalogue and Menu	(i) 產品目錄及說明書提及的產品規格和細則與其他已遞交的文件所述的產品相符 The specifications and details of the products mentioned in the product catalogue and menu correspond to the same products mentioned in other submitted documents	
(e) 技術細則 Technical Details	(i) 技術細則以列表方式顯示 Technical details shall be presented in table format	
(f) 技術圖則或相片／圖片 Technical Drawings or Photos/Pictures	(i) 技術圖則須： The technical drawings shall: (a) 附有產品尺寸 include product dimensions (b) 由製造商繪製 be produced by the manufacturer (c) 不少於 A4 大小 be no smaller than A4 size  (ii) 如產品不能以圖則展示，則須附有不少於 4R 大小 (102 mm x 152 mm) 的相片／圖片 If the product cannot be shown in the form of drawings, its photos/pictures at a size of no smaller than 4R (102mm x 152mm) shall be attached	
(g) 產品認證機構發出的證書 Certificate issued by a Product Certification Body (PCB)	(i) 顯示產品仍在產品認證機構有效名單下的證書 (如有) Certificate showing the valid listing of the product by the PCB (if any)	
(h) 監察檢測製造商資料 Surveillance Audits and Manufacturer Information	(i) 產品監察檢測的證書／報告 (如有) Certificates/Report of product surveillance audits (if any)  (ii) 製造商發出的操作要求 Operational requirements issued by the manufacturer	

注意 NOTE :

以上各項目是申請認可手提設備／接納消防裝置及設備和消防安全產品所需呈交的文件。所有文件必須以中／英文撰寫或印製。申請人須向消防處呈交所需文件以便辦理有關申請。假如你未能提供上述文件，或上述文件並不完整，或上述文件所提述的消防裝置及設備和消防安全產品不符合所要求的標準／規格，消防處將會無法處理有關申請。

*The submission of the abovementioned documents is required for the Application for Approval of Portable Equipment / Acceptance of Fire Service Installations and Equipment and Fire Safety Products. All documents must be written or printed in Chinese/English. Applicants must submit all the required documents for the application to the Fire Services Department for processing. If you do not provide such documents, or such documents are not complete, or the Fire Service Installations and Equipment and Fire Safety Products as referred to in such documents do not comply with the standards/specifications as required, the Fire Services Department will not be able to process your application.*

本人聲明就本人所知所信，本申請表所填寫的各項資料均為正確、完備和真實。本人明白任何人為本申請的目的而言，明知而故意申報失實或填報其明知為虛假或不相信為真實的資料，根據香港法例即屬違法，可被檢控。

*I declare that all information given in the application form is correct, complete and true to the best of my knowledge and belief. I understand that any person who knowingly and willfully makes a statement or gives information which he/she knows to be false or does not believe to be true for the purpose of this application shall be guilty of an offence under the Laws of Hong Kong and is liable to prosecution.*

申請人簽署  
Applicant Signature

公司蓋印 (如適用)  
Company Chop (if applicable)

申請日期  
Application Date

**FSD Official Use Only**

Required documents: Proceed / Reject

ACO( ): \_\_\_\_\_ Date: \_\_\_\_\_

Approval/Acceptance: Recommend / Not Recommend

SSStnO( ): \_\_\_\_\_ Date: \_\_\_\_\_



## 申請人須知

### 專門用語

1. **產品測試**主要着眼於按照訂明的標準對產品樣本進行測試，以及有關測試是否於認可測試實驗室所進行。
2. **產品認證**指產品的合格評定是按照相關產品認證計劃所訂明的合格評定而進行。一般而言，產品認證包括 ISO/IEC 17067 內指明的產品測試、合格評定連同認證及監察檢查。如欲取得更多有關產品認證計劃的資訊，請向製造商或產品認證機構查詢。
3. **產品認證機構**指 (i) 提供認證服務連同認可名單計劃／服務並獲得中國內地或海外認證機構認可的中國內地或海外實驗室／機構；或 (ii) 提供認證服務連同認可名單計劃／服務並透過「香港認證機構認可計劃」獲得香港認可處認可的本地實驗室／機構。
4. **相互承認安排**（「互認安排」）是個別認可機構(例如香港認可處)與其他認可機構為互相承認對方認可的實驗室所發出的相關產品測試證書及報告而簽訂的協議。香港認可處已和其他地區／國際的認可合作組織簽訂不同的互認安排，例如分別與亞太認可合作組織（APAC）及國際實驗室認可合作組織（ILAC）簽訂的互認安排。所有由已簽訂互認安排的海外認可機構認可的實驗室發出的相關產品測試證書及報告亦獲消防處接納。

### 遞交文件

1. 每份申請只可包含一個型號／屬同一系列及同一類型的產品。
2. 所有產品資料必須與測試報告、產品目錄和技術細則／圖則的內容相符。
3. 申請表載列的「所需文件」及「文件要求」並非盡錄。
4. 申請人請以下列方式提交申請：

#### 電子遞交

申請人亦可經消防處網站(<https://eform.cefs.gov.hk/form/fsd058/tc/>)或將申請文件發送至電郵([e\\_apply\\_fsi@hkfsd.gov.hk](mailto:e_apply_fsi@hkfsd.gov.hk))。申請人應提交由消防處接納的測試機構發出的測試報告的正本或其核證副本，以供核實。在收到消防處的確證電郵及參考編號後七天內，請以已簽名封面信／公司信（引用相關消防處參考編號或電郵）連同該些文件郵寄或親身遞交至以下相關的辦事處地址；或

#### 親身遞交或郵寄

請將申請文件郵寄或親身遞交至以下相關的指定辦事處地址。有關負責各種申請的指定辦事處，請參考

《認可手提設備／接納消防裝置及設備和消防安全產品的申請指引》。

信封面請註明「申請認可手提設備／接納消防裝置及設備和消防安全產品申請」

消防設施監督課 牌照及審批總區	消防工程合規課 (通風系統組) 牌照及審批總區	危險品執法課 牌照及審批總區
地址： 香港九龍九龍灣 常悅道 11 號 新明大廈 2 樓	地址： 香港灣仔 告士打道 5 號 稅務大樓 35 樓	地址： 香港九龍尖沙咀 廣東道 333 號 尖沙咀消防局綜合大樓 2 樓

### 目標處理時間

一般而言，本處會按收到申請書的先後次序處理，並會盡快處理所有申請。在正常情況下，一般處理申請的時間為：

1. 申請處理 - 15 個工作天
2. 申請拒絕 - 7 個工作天（涉及任何文件不足的申請）

### 查詢

如欲得到更多資訊和意見，請聯絡：

電話號碼：一般查詢：(852) 2733 1567

查詢有關技術規定及評估：

(852) 2733 1567 (消防設施監督課) / (852) 2718 7567 (通風系統組) / (852) 3850 8487 (危險品執法課)

傳真：(852) 2722 1915 (消防設施監督課) / (852) 2382 2495 (通風系統組) / (852) 3850 8450 (危險品執法課)

電郵地址：e\_apply\_fsi@hkfsd.gov.hk

## Notes to Applicants

### Terminology

1. **Product Testing** mainly focuses on the testing of product samples to a prescribed standard and whether the test was carried out at an accredited testing laboratory.
2. **Product Certification** means the certification of a product which has been carried out in accordance with the conformity assessment as required by respective product certification scheme. In general, product certification includes product testing, conformity assessment with certification and surveillance inspection as stipulated in ISO/IEC 17067. For more information on the product certification scheme, please consult the manufacturer or Product Certification Body.
3. **Product Certification Body (PCB)** means (i) mainland China's/overseas laboratories/organisations that provide product certification service with listing scheme/service and is accredited by mainland China's/overseas accreditation bodies; or (ii) local laboratories/organisations that provide product certification service with listing scheme/service and is accredited by the Hong Kong Accreditation Service through the Hong Kong Certification Body Accreditation Scheme (HKCAS).
4. **Mutual Recognition Arrangement (MRA)** is an agreement signed among accreditation bodies, such as the Hong Kong Accreditation Service (HKAS), for the purpose of mutually recognising the respective product certificates and reports issued by one another's accredited laboratories. The HKAS has signed different MRAs with other regional/international accreditation cooperations, for example the MRAs under the 'Asia Pacific Accreditation Cooperation (APAC)' and 'the International Laboratory Accreditation Cooperation (ILAC)'. All respective product certificates and reports issued by the laboratories accredited by overseas signatories of these MRAs will also be recognised by the FSD.

### Documents Submission

1. Each application can only contain one model / models of the same series and of the same type.
2. All product information shall correspond to those given in the Test Report, Product Catalogue and Technical Details/Drawings.
3. "Required Documents" and "Requirements of Documents" as set out in the application form are not exhaustive.
4. Applicant shall submit the applications by following means:

#### **E-submission**

Applicants can also submit the application through the FSD website (<https://eform.cefs.gov.hk/form/fsd058/en/>) or by E-mail to ([e\\_apply\\_fsi@hkfsd.gov.hk](mailto:e_apply_fsi@hkfsd.gov.hk)). The original/certified true copy of test report(s) acceptable to FSD shall also be submitted for verification. Within 7 days upon receiving a confirmation email with reference number from the Fire Services Department, please submit those documents, together with a duly signed covering/company letter (quoting FSD reference number or E-mail), by post/in person to corresponding offices.

#### **In person or by post**

Please submit the application in person or by post to corresponding designated offices with address appended below. For designated office of corresponding application, please refer to [Guidance for Application for Approval of Portable Equipment /Acceptance of Fire Service Installations and Equipment and Fire Safety Products](#).

Please also mark " Application for Approval of Portable Equipment and Acceptance of Fire Service Installations and Equipment and Fire Safety Products " on the envelope; or

Fire Protection Facilities Supervision Division Licensing and Certification Command	Fire Protection Engineering Compliance Division (Ventilation Systems Group) Licensing and Certification Command	Dangerous Goods Enforcement Division Licensing and Certification Command
Address: 2/F, Centre Parc, No.11 Sheung Yuet Road Kowloon Bay, Kowloon, Hong Kong	Address: 35/F, Revenue Tower, No.5 Gloucester Road, Wan Chai, Hong Kong	Address: 2/F, Tsim Sha Tsui Fire Station Complex, No.333 Canton Road, Tsim Sha Tsui, Hong Kong

### Target Processing Time

Applications are generally dealt with on a first come, first served basis. All applications will be processed as soon as possible. Under normal circumstances, the processing time would be:

1. Processing of Application : 15 working days
2. Rejection : 7 working days (Applications involving any omission of the required documents)

### Enquiry

For further information and advice, please contact:

Tel. No. : General Enquiry: (852) 2733 1567

Enquiry about technical requirements and evaluation:


(852) 2733 1567 (Fire Protection Facilities Supervision Division) / (852) 2718 7567 (Ventilation Systems Group) /  
(852) 3850 8487 (Dangerous Goods Enforcement Division)

Fax. No. : (852) 2722 1915 (Fire Protection Facilities Supervision Division) / (852) 2382 2495 (Ventilation Systems Group) /  
(852) 3850 8450 (Dangerous Goods Enforcement Division)

E-mail : [e\\_apply\\_fsi@hkfsd.gov.hk](mailto:e_apply_fsi@hkfsd.gov.hk)

## 毋須事先獲得消防處接納的常見消防裝置及設備和防火安全產品

- 簡稱：
- 1. 消防處守則 - [最低限度之消防裝置及設備與裝置及設備之檢查、測試及保養守則（消防處）](#)
  - 2. 消防處通函 - [消防處通函（消防處）](#)
  - 3. 屋宇署消防安全守則 - [2011年建築物消防安全守則（屋宇署）](#)
  - 4. 電力線路守則 - [電力（線路）規例工作守則（機電工程署）](#)

	消防裝置及設備／防火安全產品 (毋須事先申請接納)	安裝／使用前須符合的要求及相關資料
1.	<p style="text-align: center;"><b>應急照明系統</b></p> 	<p>a) 符合以下要求：</p> <ul style="list-style-type: none"> <li>(i) 消防處守則（最新版本）</li> <li>(ii) <a href="#">PPA 104 - 應急照明系統（連接中央供電系統）的消防規定</a></li> <li>(iii) <a href="#">PPA 104(A) - 獨立應急照明系統的消防規定</a></li> <li>(iv) 屋宇署消防安全守則</li> <li>(v) 電力線路守則</li> </ul> <p>b) 在申請對消防裝置／設備進行認可檢查／測試時（例如在申請普通食肆牌照或申請新建樓宇消防證書的過程中）遞交測試證書／報告予消防處相關單位（例如「消防工程合規課（消防設施組）」、「牌照課」等）。</p>

	消防裝置及設備／防火安全產品 (毋須事先申請接納)	安裝／使用前須符合的要求及相關資料
2.	<p style="text-align: center;">出口指示牌 (包括方向指示牌)</p> 	<p>a) 符合以下要求：</p> <ul style="list-style-type: none"> <li>(i) 消防處守則 (最新版本)</li> <li>(ii) 屋宇署消防安全守則</li> <li>(iii) 電力線路守則</li> </ul> <p>b) 在申請對消防裝置／設備進行認可檢查／測試時 (例如在申請普通食肆牌照或申請新建樓宇消防證書的過程中) 遞交測試證書／報告予消防處相關單位 (例如「消防工程合規課 (消防設施組)」、「牌照課」等)。</p> <p>*註：在任何處所安裝的自身發光牌，必須遵守從香港輻射管理局的各項規定。</p>
3.	<p style="text-align: center;">不連警報器／發聲器或 並非與自動火警警報系統一併使 用的閃燈</p> 	<p>a) 符合以下要求：</p> <ul style="list-style-type: none"> <li>(i) 消防處守則 (最新版本)</li> <li>(ii) 消防處通函</li> <li>(iii) 電力線路守則</li> </ul> <p>b) 在申請對消防裝置／設備進行認可檢查／測試時 (例如在申請普通食肆牌照或申請新建樓宇消防證書的過程中) 遞交測試證書／報告予消防處相關單位 (例如「消防工程合規課 (消防設施組)」、「牌照課」等)。</p>

	消防裝置及設備／防火安全產品 (毋須事先申請接納)	安裝／使用前須符合的要求及相關資料
4.	<p>自動火警警報系統監測組件</p> 	<p>a) 符合以下要求：</p> <p>(i) 消防處守則（最新版本）</p> <p>(ii) 電力線路守則</p> <p>b) 在申請對消防裝置／設備進行認可檢查／測試時（例如在申請普通食肆牌照或申請新建樓宇消防證書的過程中）遞交測試證書／報告予消防處相關單位（例如「消防工程合規課（消防設施組）」、「牌照課」等）。</p>
5.	<p>防煙門</p> 	<p>a) 符合屋宇署消防安全守則的要求</p>
6.	<p>門鎖</p> 	<p>a) 符合屋宇署消防安全守則的要求</p>

	消防裝置及設備／防火安全產品 (毋須事先申請接納)	安裝／使用前須符合的要求及相關資料
7.	<p>並非與自動火警警報系統一併使用的開門裝置</p> 	<p>a) 符合以下要求：</p> <ul style="list-style-type: none"> <li>(i) 屋宇署消防安全守則</li> <li>(ii) 電力線路守則</li> </ul>
8.	<p>用於防煙門的防火／防煙封條</p> 	<p>a) 符合屋宇署消防安全守則的要求</p>
9.	<p>用於花灑系統、消防栓／喉轆系統的喉管及相關配件</p> 	<p>a) 符合以下要求：</p> <ul style="list-style-type: none"> <li>(i) 消防處守則（最新版本）</li> <li>(ii) 消防處通函</li> <li>(iii) <a href="#">《樓宇水管裝置手冊》（水務署）</a></li> </ul>

	消防裝置及設備／防火安全產品 (毋須事先申請接納)	安裝／使用前須符合的要求及相關資料
10.	消防沙桶	a) 符合消防處守則（最新版本）的要求
11.	危險品倉庫或危險品車輛內使用的設備及裝置（例如加油機汽體回收監察系統、於加油站使用的設備等），但不包括易燃液體供應裝置及易燃液體貯存缸	<p>a) 請於正式申請危險品相關牌照時向消防處危險品課遞交有關文件。</p> <p>b) 如有任何危險品倉庫事宜查詢，請聯絡：  <b>香港新界</b>  <b>葵涌興盛路 86 號</b>  <b>葵涌消防處辦公大樓 4 樓</b>  <b>危險品管制課</b>  <b>牌照及審批總區</b>  <b>電話：2417 5757 傳真：2413 0873</b></p> <p>c) 如有任何危險品車輛事宜查詢，請聯絡：  <b>香港九龍</b>  <b>尖沙咀廣東道333號</b>  <b>尖沙咀消防局綜合大樓2樓</b>  <b>危險品執法課</b>  <b>牌照及審批總區</b>  <b>電話：3850 8487 傳真：3850 8450</b></p>


**備註：**

消防處不時收到有關此列表載列的消防裝置及設備(「消防裝置」)或消防安全產品的申請。請注意，有關這些消防裝置及產品，毋須事先申請接納。註冊消防裝置承辦商及負責安裝其他設備的承辦商有責任遵守此列表所載的相應要求。此列表不能盡錄所有毋須事先獲得消防處接納的消防裝置及產品，如對手提設備的認可或消防裝置及消防安全產品的接納事宜有任何疑問，可向消防處牌照及審批總區消防設施監督課、消防工程合規課（通風系統組）或危險品執法課查詢。








**Common Fire Service Installations and Equipment and Fire Safety Products  
NOT Requiring FSD's Prior Acceptance**




- Abbreviations:
1. FSD CoP - [Codes of Practice for Minimum Fire Service Installations and Equipment and Inspection, Testing and Maintenance of Installations and Equipment by Fire Services Department](#)
  2. FSD Circular Letter - [FSD Circular Letter by Fire Services Department](#)
  3. BDFS Code - [Code of Practice for Fire Safety in Buildings 2011 by Buildings Department](#)
  4. Wiring Code - [Code of Practice for the Electricity \(Wiring\) Regulations by Electrical and Mechanical Services Department](#)

	<p align="center"><b>Fire Service Installations and Equipment / Fire Safety Products (Application for prior acceptance is not required)</b></p>	<p align="center"><b>Requirements for compliance prior to installation/use and relevant information</b></p>
<p align="center"><b>1.</b></p>	<p align="center"><b>Emergency Lighting</b></p> 	<ol style="list-style-type: none"> <li>a) Conformity to requirements as stipulated in:               <ol style="list-style-type: none"> <li>(i) FSD CoP (latest version)</li> <li>(ii) <a href="#">PPA 104 - Requirements for Emergency Lighting Systems (with Central Power Supply)</a></li> <li>(iii) <a href="#">PPA 104(A) - Requirements for Self-contained Luminaires Emergency Lighting Systems</a></li> <li>(iv) BDFS Code</li> <li>(v) Wiring Code</li> </ol> </li> <li>b) Submit the test certificate/report to respective units of FSD (such as 'Fire Protection Engineering Compliance Division (Fire Protection Facilities Group)', 'Licensing Division', etc.) during application for acceptance inspection/testing of fire service installations/equipment (such as in the course of application for general restaurant licence or application for Fire Services Certificate for new building)</li> </ol>



	<p align="center"><b>Fire Service Installations and Equipment / Fire Safety Products (Application for prior acceptance is not required)</b></p>	<p align="center"><b>Requirements for compliance prior to installation/use and relevant information</b></p>
<p>2.</p>	<p align="center"><b>Exit Sign (including Directional Sign)</b></p> 	<p>a) Conformity to requirements as stipulated in:</p> <ul style="list-style-type: none"> <li>(i) FSDCOP (latest version)</li> <li>(ii) BDFS Code</li> <li>(iii) Wiring Code</li> </ul> <p>b) Submit the test certificate/report to respective units of FSD (such as ‘Fire Protection Engineering Compliance Division (Fire Protection Facilities Group)’, ‘Licensing Division’, etc.) during application for acceptance inspection/testing of fire service installations/equipment (such as in the course of application for general restaurant licence or application for Fire Services Certificate for new building)</p> <p>*Remarks : The requirements of the Radiation Board of Hong Kong shall be observed for any installation of self luminous signs in any premises.</p>
<p>3.</p>	<p><b>Strobe Light NOT integrated with Alarm/Sounder and/or NOT in conjunction with Automatic Fire Alarm System</b></p> 	<p>a) Conformity to requirements as stipulated in:</p> <ul style="list-style-type: none"> <li>(i) FSD CoP (latest version)</li> <li>(ii) FSD Circular Letter</li> <li>(iii) Wiring Code</li> </ul> <p>b) Submit the test certificate/report to respective units of FSD (such as ‘Fire Protection Engineering Compliance Division (Fire Protection Facilities Group)’, ‘Licensing Division’, etc.) during application for acceptance inspection/testing of fire service installations/equipment (such as in the course of application for general restaurant licence or application for Fire Services Certificate for new building)</p>

	<p align="center"><b>Fire Service Installations and Equipment / Fire Safety Products</b> (Application for prior acceptance is not required)</p>	<p align="center"><b>Requirements for compliance prior to installation/use and relevant information</b></p>
<p><b>4.</b></p>	<p align="center"><b>Module for Automatic Fire Alarm System Monitor</b></p> 	<p>a) Conformity to requirements as stipulated in:</p> <ul style="list-style-type: none"> <li>(i) FSD CoP (latest version)</li> <li>(ii) Wiring Code</li> </ul> <p>b) Submit the test certificate/report to respective units of FSD (such as ‘Fire Protection Engineering Compliance Division (Fire Protection Facilities Group)’, ‘Licensing Division’, etc.) during application for acceptance inspection/testing of fire service installations/equipment (such as in the course of application for general restaurant licence or application for Fire Services Certificate for new building)</p>
<p><b>5.</b></p>	<p align="center"><b>Smoke Stop Door</b></p> 	<p>a) Conformity to requirements as stipulated in BDFS Code</p>
<p><b>6.</b></p>	<p align="center"><b>Door Lock</b></p> 	<p>a) Conformity to requirements as stipulated in BDFS Code</p>

	<p align="center"><b>Fire Service Installations and Equipment / Fire Safety Products</b> (Application for prior acceptance is not required)</p>	<p align="center"><b>Requirements for compliance prior to installation/use and relevant information</b></p>
<p>7.</p>	<p><b>Door Releasing Device NOT to be used in conjunction with Automatic Fire Alarm System</b></p> 	<p>a) Conformity to requirements as stipulated in:</p> <ul style="list-style-type: none"> <li>(i) BDFS Code</li> <li>(ii) Wiring Code</li> </ul>
<p>8.</p>	<p><b>Fire/Smoke Seal for Smoke Stop Door</b></p> 	<p>a) Conformity to requirements as stipulated in BDFS Code</p>
<p>9.</p>	<p><b>Piping and associated fittings for Sprinkler system and Fire Hydrant/Hose reel system</b></p> 	<p>a) Conformity to requirements as stipulated in:</p> <ul style="list-style-type: none"> <li>(i) FSD CoP (latest version)</li> <li>(ii) FSD Circular Letter</li> <li>(iii) <a href="#">Handbook on Plumbing Installation for Buildings issued by Water Supplies Department</a></li> </ul>

	<b>Fire Service Installations and Equipment / Fire Safety Products (Application for prior acceptance is not required)</b>	<b>Requirements for compliance prior to installation/use and relevant information</b>
<b>10.</b>	<b>Sand Buckets</b>	a) Conformity to requirements as stipulated in FSD CoP (latest version)
<b>11.</b>	<b>Equipment and installation being used in Dangerous Goods Store or Dangerous Goods Vehicles (e.g. Vapour Recovery Monitoring System, equipment used in Petrol Filling Station, etc.) other than Flammable Liquid Dispensing Device and Flammable Liquid Storage Tank</b>	a) Please submit relevant documents to Dangerous Goods Control Division and Dangerous Goods Enforcement Division of Fire Services Department during formal dangerous goods licensing application. b) For further enquiry of Dangerous Goods Store, please contact: <b>Dangerous Goods Control Division            Licensing and Certification Command            4/F, Fire Services Department Kwai Chung Office Building,            86 Hing Shing Road, Kwai Chung,            New Territories, Hong Kong.            Tel.: 2417 5757 Fax: 2413 0873</b> c) For further enquiry of Dangerous Goods Vehicles, please contact: <b>Dangerous Goods Enforcement Division            Licensing and Certification Command            2/F, Tsim Sha Tsui Fire Station Complex,            333 Canton Road, Tsim Sha Tsui,            Kowloon, Hong Kong.            Tel.: 3850 8487 Fax: 3850 8450</b>

**Remarks:**

The Fire Services Department (FSD) receives applications in respect of the Fire Service Installations and Equipment (FSIs) and Fire Safety Products as mentioned in this list from time to time. Please note that application for prior acceptance in respect of these FSIs and products is not required. Registered Fire Service Installation Contractors and contractors for the installations of other equipment have the responsibilities to comply with the corresponding requirements as mentioned in the list. This list is by no means exhaustive. Further enquiries about application for approval of portable equipment or acceptance of FSI and Fire Safety Products can be made to the Fire Protection Facilities Supervision Division, the Fire Protection Engineering Compliance Division (Ventilation Systems Group) or Dangerous Goods Enforcement Division of the Licensing and Certification Command, FSD.

