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**FIRE SERVICES DEPARTMENT
FIRE PROTECTION COMMAND**

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1 September 1999

FSD Circular Letter No. 5/99
Visual Fire Alarm System as required under
the Design Manual : Barrier Free Access 1997

Following the implementation of the captioned Manual on 20.9.1997 and the issue of my Circular Letter No. 10/97 dated 29.8.1997 regarding the provision of visual fire alarm systems in buildings intended to be used by the public, enquiries have been received from time to time seeking clarification on the exact areas of buildings that should be covered by the system. Hence, there appears to be a need to set out the requirement more specifically to avoid any misinterpretation that may result in the possible delay of FSI inspections and the subsequent issue of occupation permits for buildings.

As defined in Chapter 2 of the Design Manual, "Buildings intended to be used by the public" means a building where the whole or part of which the public or a section of the public has or may reasonably be expected to have access. Examples quoted are hospitals, all types of transport termini and stations, banks, retail and wholesale shops and shopping complexes, markets, schools and any kind of educational institutes, sports facilities, places of public entertainment, places of worship and all government buildings. Based on the principle that visual fire alarm signals should be installed in places within buildings that are accessible to the public, a table showing the areas required/not required to be covered by visual alarm signals has been prepared and is attached for general guidance. This list is by no means exhaustive, and in case of doubt, further clarification should be sought with the New Projects Division.

This Circular Letter should be read in conjunction with Circular Letter No. 10/97.

Signed
(KWOK Jing-keung)
for Director of Fire Services

Ref. Number and date should be quoted in reference to this letter
凡提及本信時請引述編號及日期

Extent of Application of Visual Alarm Signals

Type of Buildings / Nature of Occupancy	Column 1 – Areas required to be covered by the signals	Column 2 – Area not required to be covered by the signals
Banks, retail and wholesale shops, shopping complexes, markets, restaurants, clubs	<ul style="list-style-type: none"> ■ All areas including circulation areas, common passages, and toilets. 	<ul style="list-style-type: none"> ■ Areas not intended to be accessible by customers, visitors, etc., e.g. offices, store rooms, plant rooms and staff toilets, etc. ■ Protected means of escape which serve as emergency exits only.
Commercial and public car parks	<ul style="list-style-type: none"> ■ All areas including common passages, lobbies, corridors, toilets. 	<ul style="list-style-type: none"> ■ Areas not intended to be accessible by customers, visitors, etc., e.g. store rooms, plant rooms and staff toilets, etc. ■ Protected means of escape which serve as emergency exits only.
Government offices / buildings	<ul style="list-style-type: none"> ■ Portions of the offices/buildings intended to be accessible by the public e.g. report rooms of police stations, reception areas of Government Departments. ■ Foyers, lobbies, corridors, toilets and canteen 	<ul style="list-style-type: none"> ■ Areas intended to be accessible by staff only, e.g. offices, store rooms, plant rooms and staff toilets, etc. ■ Protected means of escape which serve as emergency exits only.
Hotels	<ul style="list-style-type: none"> ■ All areas including guest rooms, foyers, lobbies, toilets, corridors and hotel facilities such as restaurants, lounges, shops, recreational facilities, etc. 	<ul style="list-style-type: none"> ■ Areas not intended to be accessible by occupants, customers, visitors, etc., e.g. kitchen, plant rooms, staff toilets, offices, back of house facilities, etc. ■ Protected means of escape which serve as emergency exits only.

Hospitals, rehabilitation centres	<ul style="list-style-type: none"> ■ All areas including wards, consultation rooms, clinics, foyers, lobbies, toilets, corridors and restaurants/canteens. 	<ul style="list-style-type: none"> ■ Areas not intended to be accessible by patients, inmates, visitors, etc., e.g. kitchen, plant rooms, staff toilets, offices, laboratories, back of house facilities, etc. ■ Protected means of escape which serve as emergency exits only.
Places of public entertainment	<ul style="list-style-type: none"> ■ All areas intended to be accessible by public including seating areas, passages, toilets, etc. ■ For cinemas/theatres, also stage areas and dressing rooms 	<ul style="list-style-type: none"> ■ Areas not intended to be accessible by public e.g. kitchen, projection rooms, offices, store rooms, plant rooms, staff toilets, etc. ■ Protected means of escape which serve as emergency exits only.
Places of worship	<ul style="list-style-type: none"> ■ Entire auditorium and altar including passages and aisles, etc. 	<ul style="list-style-type: none"> ■ Areas not intended to be accessible by worshippers, visitors, etc., e.g. offices, staff toilets, etc. ■ Protected means of escape which serve as emergency exits only.
Residential Care Homes for the Elderly	<ul style="list-style-type: none"> ■ All areas including dormitories, consultation rooms, circulation areas, common passages and toilets. 	<ul style="list-style-type: none"> ■ Areas intended to be accessible by staff only e.g. offices, store rooms, plant rooms, staff toilets and staff quarters, etc. ■ Protected means of escape which serve as emergency exits only.

Schools/educational institutes	<ul style="list-style-type: none"> ■ All areas including classrooms, halls, assembly areas, libraries, activity rooms, canteens / restaurants, gymnasiums, foyers, lobbies, corridors and toilets. 	<ul style="list-style-type: none"> ■ Areas intended to be accessible by staff only e.g. offices, store rooms, plant rooms, staff toilets and staff quarters, etc. ■ Protected means of escape which and serve as emergency exits only.
Sports facilities	<ul style="list-style-type: none"> ■ All areas including arenas, courts, halls, spectator stands, restaurants/café, circulation areas, common passages and toilets. 	<ul style="list-style-type: none"> ■ Areas not intended to be accessible by athletes, spectators, visitors, etc., e.g. plant rooms, offices, store rooms and staff toilets, etc. ■ Protected means of escape which serve as emergency exits only.
Transport termini and stations	<ul style="list-style-type: none"> ■ All areas including parking and waiting areas, concourses, platforms, circulation areas, common passages and toilets. 	<ul style="list-style-type: none"> ■ Areas not intended to be accessible by public e.g. plant rooms, station offices, regulators' offices, staff toilets, etc. ■ Protected means of escape which serve as emergency exits only.