



Fire Safety Recommendations for Non-designated Use of Venues

1. Portable fire fighting equipment of the approved type shall be provided as follows:
 - 1.1 One 4.5 kg CO₂ gas type fire extinguisher(s) in the proximity of the electrical switch board;
 - 1.2 One 4.5 kg CO₂ gas type fire extinguisher(s) and One 9-litre water type fire extinguisher at each fast food stall;
 - 1.3 _____ x 4.5 kg CO₂ gas type fire extinguisher(s) at _____; and
 - 1.4 _____ x 9-litre water type fire extinguisher(s) at _____
2. Adequate clear passageways shall be maintained.
3. Only electric lights shall be used for illumination.
4. No naked flame is allowed on the premises.
5. No decoration of readily combustible nature is permitted.
6. No selling / displaying of hydrogen filled balloon shall be permitted.
7. Chairs, if provided, shall be tied together in group(s) of not less than four and not more than fourteen per row.
8. A free passageway of not less than 1 m in width shall be provided and maintained between each row or column of chairs.
9. All electric wiring shall be arranged in such a way that it shall not impede any passageway.
10. If helium gas is used on the premises, the following recommendations shall be adhered to:
 - 10.1 Only ONE cylinder of helium gas is allowed to be stored / used at specified stalls where a safety distance of 6 m between each cylinder shall be maintained. Additional cylinders shall be kept inside a temporary dangerous goods (DG) store.
 - 10.2 Temporary DG store(s) for helium gas cylinders (Cat. 2 DG), if applicable, shall be provided in accordance with the fire safety requirements issued by the Dangerous Goods Division of the Fire Services Department (FSD).
 - 10.3 An application for a licence of a temporary DG store shall be made and submitted separately to the Dangerous Goods Division of the FSD.
11. No storage of any dangerous goods exceeding the exempt quantity in accordance with the Dangerous Goods (General) Regulations, Chapter 295B, Laws of Hong Kong, shall be allowed.
12. Only food warming and water boiling using electricity as fuel is permitted in the fast food stall.

If held Outdoor, the following additional recommendations shall apply:

13. All exits shall be indicated by 'EXIT' signs readily discernible from a distance of 7.5 m in English and Chinese characters.
14. The minimum safety distance from the boundary of any Dangerous Goods store of 9 m shall be maintained. If the Dangerous Goods store is for Cat. 5 Class 1 DG i.e. Petrol or liquids giving off flammable vapour at a temperature of less than 23°C, the distance shall be increased to 15 m.
15. No obstruction shall be caused to any Emergency Vehicular Access (EVA) or the operation of Fire Services aerial appliance equipment. In this connection, a clear passageway of not less than 3.5 m in width and 4.5 m clear headroom for access to Fire Services appliances shall be maintained.
16. No obstruction to any building fire service inlets, sprinkler inlets, fire hydrant, hydrant ground valve or notice plate. In this connection, a clear zone of not less than 1.5 m shall be maintained.
17. Additional Recommendations (if any) :

If held inside a hall, the following additional recommendations shall apply:

18. No decoration of a readily combustible nature shall be permitted. All combustible materials used for false ceilings, partitions or wall furnishings shall conform to British Standard 476: Part 7 Class 1 or 2 Rate of Surface Spread of Flame or to any standard acceptable to the Director of Fire Services, or shall be brought up to any of those standards by treating with a fire retardant paint or solution acceptable to Director of Fire Services. In the latter case, the work shall be carried out by a Class 2 Registered Fire Service Installation Contractor and a certificate (FS251) to this effect from the Contractor shall be forwarded to this Department as documentary proof of compliance.
19. All draperies and curtains, if installed, shall be made of fire resistant material and conform to British Standard BS 5867: Part 2 (Type B performance requirements) when tested in accordance with BS EN ISO 15025:2002 or to any other standard acceptable to the Director of Fire Services, or shall be brought up to any of those standards by treating with a fire retardant solution acceptable to Director of Fire Services. In the latter case, the work shall be carried out by a Class 2 Registered Fire Service Installation Contractor and a certificate (FS251) to this effect from the Contractor shall be forwarded to this Department as documentary proof of compliance.
20. All curtains hung across exit routes shall be parted in the centre and raised so as to clear the floor by not less than 75mm.

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21. All exits/doors should be kept openable from the inside without the use of a key and all metal gates and shutters, where installed, should be kept in the open position at any time when members of the public are present in the premises.
22. All staircases, exits and exit routes should be kept free from obstruction at all times.
23. The existing fire service installations for the premises to remain unobstructed.
24. Additional Recommendations (if any) :

Fire Services Department (11/2015)