

**Brief Notes of Liaison Meeting between Fire Services Department (FSD)
and the Authorized Persons (APs)**

Date : 26 September 2019 (Thursday)
Time : 1600 hours
Venue : Conference Room, Fire Safety Command, FSD

Matters Discussed in the Meeting :

1. **Registered Fire Engineer (RFE) Scheme**

A liaison meeting with Hong Kong Registered Ventilation Contractors Association (HKRVCA) was held in early September. During the meeting, HKRVCA's concerns over the RFE scheme, including the role of Registered Specialist Contractor (Ventilation Works Category) in the RFE Scheme were discussed.

2. **General Building Plan (GBP) Submission and FSI Acceptance Inspection**

Performance Indicators

The figures related to the performance indicators for GBP processed and FSI acceptance inspection for New Projects Division, Airport Expansion Project Division and Railway Development Strategy Division were presented. APs had no comment on the performance indicators presented.

Repeated Irregularities Found in GBP Submission / during Acceptance Inspection

Regarding the repeated irregularities noted in previous GBP submissions and acceptance inspections, the Chairman thanked all APs for their assistance in bringing the observations back to respective professional bodies, which greatly enhanced the quality of GBP submissions and efficiency in processing GBP.

3. **Automated Parking System (APS)**

A pilot scheme of Automated Parking System (APS) would be implemented in Hong Kong in order to address the serious shortfall of parking spaces and to increase spatial efficiency. The scheme would be adopted with 5 types of APS on six suitable Government Lands, namely:

- Puzzle Stacking System (Puzzle)
- Tower Lifting System (Tower)
- Circular Shaft Lifting System (Circular)
- Rotary Carousel System (Rotary)
- Vertical Lifting and Horizontal Sliding System (VLHS)

In view of the unique design and packed parking areas as well as deep basement design, some of the major FSI, such as smoke control system (SES), in-rack sprinkler system and access walkway (to every point of every deck) would be formulated for the APS within building. In short, a presentation and consultation for all stakeholders would be arranged shortly regarding the fire safety requirements for APS.

In response to AP's enquiries on the new APS, the Chairman briefly explained the 5 types of APS and the relevant FSI requirements. While BD and FSD were still at the stage of reaching consensus on the details of the pilot scheme, he welcomed all APs to provide further comments or recommendations on this issue during later consultation stage.

4. **Proposed Target Time Frame for Vetting of FSI Drawings**

FSD proposed to target that all smoke control submissions i.e. staircase pressurization systems, smoke extraction systems and ventilation/air conditioning control systems of general complexity to be responded in a 3-month time under normal circumstances.

A member asked whether FSD could arrange initial vetting for complicated cases. APs were advised to submit such FSI drawings earlier for timely processing as there was no drawing processing mechanism of initial vetting. The Chairman supplemented that APs could contact and brief the case officer direct to facilitate the processing of FSI drawings.

APs were advised that to avoid repeated submission, it was more desirable to submit plans that were finalised. If resubmission was really unavoidable, APs should explicitly list out the relevant amendments involved and highlight the amended parts for speedy processing.

APs had no further comment on the proposed time frame.

5. **Feasibility of Installing FS Water Tank in Pre-war Buildings**

Some buildings under Cap 572 and Cap 502 were known as pre-war buildings. Currently, no approved building plans were available for architectural or other purposes relating to structural assessment of those buildings. The meeting asked how APs would prepare for related building plans submission if they were appointed, by owner(s) of a pre-war building, for building works involving the installation of FS tank.

APs shared their past experiences in handling similar cases. Potential hurdles such as high cost of redrawing the building plan and the strength and loading of the structures were discussed.

6. **Automatic Sprinkler Installations**

In response to a member's enquiry on the automatic sprinkler installations requirement, it was explained that with reference to the FSD Circular Letter No. 4/2008, prior vetting for the design submission of fire service installation plans before initial compliance checking was not required. APs and the Registered Fire Service Installation Contractors should ensure that the design and installation of the sprinkler installation were fully complied with the relevant requirements of the Code of Practice for Minimum Fire Service Installations and Equipment, the LPC Rules and the relevant FSD Circular Letters.

7. **Review of FSI Code**

In response to a member's enquiry, it was explained that FSD had embarked on the review of current FSI Code and internal discussion amongst different echelons was in progress. Among others, new classification of premises and definitions together with related fire safety requirements would be considered in order to cope with new types of occupancy and latest building development. With a view to providing clearer guidance on acceptance of FSI, the specifications for acceptance of certain kind of FSI systems, such as smoke extraction system and pressurization of staircase would be further elaborated. Upon completion of the draft proposed amendment, trade consultation would be conducted.

8. **Revamped Application Procedures for FSI Acceptance Inspection**

The proposal of "Revamped Application Procedures for FSI Acceptance Inspection" was presented to all APs. The revamped procedures aimed at better delineating the duties and responsibilities of different parties and facilitating the certification process. APs' concerns were addressed in the meeting and the roles and workflow involved in the FSI acceptance inspection were clearly illustrated.

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