



Fire Safety in
COMMERCIAL
PREMISES

Introduction

Well-known as a metropolitan city and one of the top financial centres in the world, Hong Kong has its skyline dominated by towering commercial buildings. A number of these buildings are as high as some 100 storeys and are used mainly as offices, shopping arcades, department stores, banks, supermarkets, restaurants and entertainment establishments.

These commercial premises are marked by their diversity in activity and vast flow of customers. Fire safety in these premises, therefore, demands even greater attention. Some of the major fire risks exist in these premises are as follows:-

1. obstruction to means of escape;
2. locked exits and exit doors;
3. wedging of smoke stop door;
4. combustible decorative material used indoors or along means of escape;
5. hindrance to fire fighting due to poor house-keeping;
6. unauthorized alteration of partitions;
7. unauthorized change of use of occupancy;
8. lack of proper maintenance, unauthorized alteration or removal of fire service installations and equipment; and



9. floating obstructions which affect the use or operation of fire service installations and equipment.

Fire fighting would be hampered and the danger to life and property would be significantly increased in case of fire if the management and staff of the premises overlook the importance of fire safety.

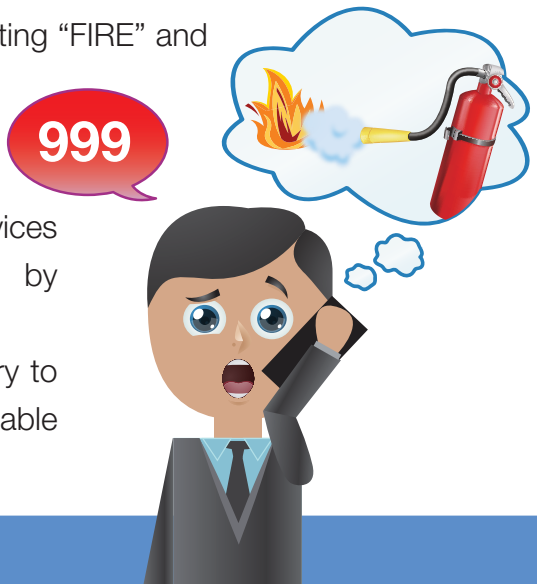
Major causes of fire in commercial premises

1. careless handling of naked flames;
2. lack of maintenance of electrical appliances/wires and overloading; and
3. careless handling of paint and thinner when carrying out decoration work and carelessness during welding process.



What to do in case of fire

1. Raise an alarm by shouting “FIRE” and sound the nearest fire alarm by breaking the break glass unit.
2. Call the Fire Services Department at once by dialing ‘999’.
3. If it is SAFE to do so, try to tackle the fire using available fire fighting equipment.



4. Never use water to put out fires of electrical origin.
5. Never use the lift.
6. Evacuate to designated assembly place.
7. Report to fire services members immediately if some person suspected to be trapped in fire scene.

General knowledge on fire precaution in commercial premises

It is the duty of every occupant to take all necessary precautionary measures to prevent the outbreak of fire. The following rules must be observed:-

1. Careful handling of naked flames and combustibles

- i. Dispose cigarette and cigar butts, matches and pipe 'knockouts' in suitable receptacles only. NEVER throw them into waste paper basket unless they are completely extinguished.
- ii. Do not store inflammable liquid or articles that might constitute fire hazard; i.e. petrol; kerosene and lacquer thinner; and
- iii. Never cook outside the kitchen.

2. Correct use of electrical equipment

- i. Do not use unsafe electricity operated equipment. Faulty plugs or wiring must be repaired immediately.
- ii. Where electrical appliances/equipment, e.g. photocopier, typewriter etc. are in use, it is essential that all wiring, plugs and sockets are maintained in good order at all times.

- iii. Do not overload electrical circuits by using multi-outlet sockets.
- iv. SWITCH OFF all electrically operated equipment when they are not in use and when you leave your office for extended periods (lunch time or meetings).
- v. SWITCH OFF all electrically operated equipment except refrigerators, facsimile machines and teleprinters at the end of each working day.

3. Means of Escape

- i. Clear all passageways, corridors, staircases, staircase landings and smoke lobbies from obstruction at all times.
- ii. Keep smoke stop doors closed and unlocked at all times.

4. Fire Service Installations and Equipment

Do not allow any obstruction to fire service installations and equipment. For example, sprinkler system, fire alarm and hose reel should not be blocked.

5. Others

If you are going to work in the office after normal office hour or on Sundays and public holidays, notify the management office how long you will be staying.





For enquiry or complaint on fire hazards please telephone

2723 8787

or contact any fire station

