

**Summary of Notes of Liaison Meeting between FSD and the Association of Registered
Fire Service Installation Contractors of HK Ltd (FSICA)
held on 16 October 2018**

1.1 Improvement of Fire Safety under the Fire Safety (Commercial Premises) Ordinance

Members were briefed on the latest inspection statistics.

1.2 Proposal to Improve Fire Safety in Private Buildings

Members were briefed on the latest enforcement statistics.

1.3 Checking the Standard of Maintenance Works Carried Out by Registered Fire Service Installation Contractors (RFSIC)

Members were briefed on the latest statistics related to the surprise checks conducted by FSD.

1.4 Registered Fire Engineer Scheme (RFireE)

In the context of mandatory building inspection, section 30D(7) of the Buildings Ordinance (Cap.123) provided that a registered inspector must not act, at the same time, as a contractor to carry out the prescribed repair for the same part of the building. Along similar line adopted in section 30D(7), drafts provisions for preventing conflicts of interests between a registered inspector and his associates were sent to DoJ and ICAC for comments. Replies from ICAC and DoJ were awaited.

1.5 Commissioning of the Integrated Licensing, fire Safety and Prosecution System (LIFIPS)

The average usage of e-FS 251 in 2017 was 42.04%, and the average usage for the first 9 months of 2018 was 44.6%.

1.6 Annual Inspection of Fire Service Installations and Equipment (FSIs)

325 advisory letters (ALs) were dispatched to the building owners between June 2018 and August 2018. There were 369 nos. of FS 251 received in response to

the ALs within the period.

1.7 General Guide on Buying Fire Extinguisher

As no further discussion on this issue was required, the meeting agreed that this item would be deleted in the next meeting.

1.8 FS water connection to the fresh water supply system/roof tank of target composite buildings under the Fire Safety (Buildings) Ordinance, Cap 572

For incorporation of fresh water supply system into improvised FH/HR system, 3 TCBs were processed under the pilot scheme. Among them, one of the pilot cases was completed and letter of compliance was issued to owners on 21.9.2018. Besides, 2 new applications were received by this Department and screening process among FSD, BD and WSD was still in progress.

1.9 Improvised FH/HR System (Phase III) for Targeted Composite Buildings of 7 storeys or above or over 20 m in height

As at 30.9.2018, approvals were given for a total of 257 TCBs to have the capacity of their FS tanks to be reduced to 4500 litres under the captioned measure. FSI drawings for 75 TCBs (out of the 257) were submitted and 19 nos. of those were approved.

1.10 Disposal of Portable Fire Extinguishers and Cylinders

The leaflet and poster to be published jointly by FSD, EPD, FEHD and EMSD aiming for promoting public awareness about proper disposal of obsolete fire extinguisher and compressed gas cylinders had been sent for printing. Upon completion, the publicity materials would be uploaded onto the FSD Website and distributed to members of public through seminars, enforcement operations, publicity campaign and during routine visits. Besides, they would also be delivered to FSICA for further distribution to their RFSIC members.

As no further discussion on this issue was required, the meeting agreed that this item would be put on shelf for the time being until there were new ideas coming up.

1.11 FSIs for Modular Integrated Construction (MiC)

A focus group meeting conducted by Housing Department was held in September 2018 regarding the MiC application in public housing construction in Hong Kong. With adoption of MiC, part of the fire service installation works would be completed in off-site prefabrication yards. However, on-site acceptance inspection would still be required for fire service installations to ensure compliance to relevant statutory requirements. The draft guidelines for fire service installations in MiC project was being reviewed by FSD.

Regarding MiC projects, the role of AP and Building Departments were very important. A communication mechanism should be established. When submitting plans of MiC project to the New Projects Division of FSD, there should be an indicator showing that it was a MiC project so that FSD could vet the plans according to the agreed guidelines for MiC projects. The situation also applied to the FSD acceptance inspection of MiC projects.

1.12 Documents Checklist for Acceptance Inspection

The 3rd edition document checklist had been revised on 26.9.2018. The updated version was uploaded onto FSD website for free download. In order to further enhance the transparency of the vetting on FSI/314 for smoke control systems, it was proposed that FSID would copy comments arising from drawings vetting to the AP or owner of the project for their information if they could provide a duly signed consent form with relevant contact information to FSID under the cover of FSI/314 submission. The proposal was discussed in the liaison meeting with FSICA and AP and no adverse comment was received. The consent form was uploaded onto FSD website on 26.9.2018 for public use.

1.13 Checklist for Major Defects of FSI Drawings Submission under Cap. 502 / Cap. 572 launched in 2015

In order to enhance the standard of FSI drawing submission under Cap. 502/ Cap. 572 by the FSI contractor, a checklist for the major defects of FSI plans submission noted had been uploaded to FSD Website for the contractors' reference in 2015 and such initiative was introduced in the different seminars held with relevant stakeholders in 2015 and 2016. According to FSD's record for the period as from Jan to June 2018, the outcome was still out of expectation. Members of FSICA should pay more attention to their standard of plans

submission and all items listed in the checklist would also be noted while preparing the FSI drawing. An advisory letter to the subject FSIC in respect of repeating sub-standard plan submission was implemented with effective on 15 August 2018. This letter would also be brought to the attention of their employer(s).

1.14 General Procedures for Handling Shutdown of FSI

The procedures and measures to be observed by RFSICs when any FSI was defective or shut down for inspection, maintenance, modification or repair were being reviewed by the FSD. An updated FSD Circular Letter would be issued to all concerned parties upon the completion of the review.

1.15 Operation of Fire Shutter

Members of FSICA were reminded to ensure proper operation of fire shutter. FSD was aware of a recent inspection case involving a fire shutter with its motor stopped by protection device during operation after a pre-set running time. From fire safety point of views, the whole assembly of the fire shutter should be capable for continuous operation and any interruption of fire shutter operation was not acceptable.

1.16 Decommissioning of the Existing FSI under FS(B)O Cap. 572

Under the Fire Safety (Buildings) Ordinance, Cap. 572, the target buildings were required, among other things, to provide a Fire Hose/Hose Reel or a Hose Reel system depending on the building height but some of these buildings were installed with a dry riser or fire extinguishers under the Buildings Ordinance, Cap. 123 in some years ago. It was noted that such kind of existing FSI provisions, upon completion of FSI improvement works, might have been removed, retained or modified subject to the building owner's decision and hence it was the responsibility of owner of FSI to keep both the new provisions per Fire Safety Direction (FSDn) and the existing one in good and efficient working orders pursuant to reg. 8 of the Fire Service (Installations and Equipment) Regulations, Cap. 95B, if the latter was retained. It should be guilty of offence if the owner of FSI failed to do so.

It was understood that the RFSIC was hardly to remove/delete the existing one as it was beyond the scope of works pertinent to the FSDn under the prevailing

situation, thus the FSICA was suggested to adopt the two-stage approach introduced by the URA that the appointed consultant in the first stage might assess the necessary builder works not only for the purpose of complying with the FSDn but also making good of other associated building works in one go. The RFSIC might then take the consultant's advice to include any building works e.g. deletion of dry riser or fire extinguishers in the tendering documents and the initial FSI drawings.

1.17 Proposed Amendments to the Fire Service (Installations and Equipment) Regulations, Cap 95B for stand-alone smoke alarm

In order to promote the wider use of stand-alone smoke alarm in Hong Kong, FSD was currently conducting amendments to Cap 95B for the purpose of exempting stand-alone smoke alarm not required by law from the existing FSI regulatory regime by amending the relevant regulations, i.e. any works related to installation, inspection, maintenance or repair of a FSI should be conducted by an FSIC unless the FSI was a portable equipment and at the same time which was not required by law to be installed in any premises. FSD was currently seeking the views of different stakeholders on the proposed legislative amendments. FSICA's representatives were appealed to convey to their members the content of the proposed legislative amendments and relay their comments to FSD.