

**Summary of Notes of Liaison Meeting between FSD and the Association of Registered  
Fire Service Installation Contractors of HK Ltd (FSICA)  
held on 14 January 2019**

**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)**

For the matter related to conflict of interest, draft provisions to cater for the particular features of the RFE Scheme was sent to ICAC and DoJ for further advice. Replies from both ICAC and DoJ were received recently. Among others, ICAC recommended that all major relationships having a material conflict of interest with RFE should be covered and further advice would be sought in this regard. Subject to the progress of drafting the Fire Service (RFE) Regulation, another Regulation for registration fees and the Cap. 95C Amendment Regulation would be introduced into the LegCo in bundle in 2019.

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

The average usage of e-FS 251 in 2017 was 42%, and the average usage increased to 44.8% in 2018.

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

322 advisory letters (ALs) were dispatched to the building owners between

September 2018 and November 2018. There were 238 nos. of FS 251 received in response to the ALs within the period.

### **1.7 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 FH/HR system, 5 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, 1 new application was received by this department and screening process among FSD, BD and WSD was still in progress.

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

As at 31.12.2018, approvals were given for a total of 313 TCBs to have the capacity of their FS tanks to be reduced to 4500 litres under the captioned measure. FSI drawings for 86 TCBs (out of the 313) were submitted and 26 nos. of those were approved.

### **1.9 FSIs for Modular Integrated Construction (MiC)**

The draft guidance notes for fire service installations in MiC project were being reviewed by Senior Management of FSD.

### **1.10 Documents Checklist for Acceptance Inspection**

A new form, namely “Report Form for Open Kitchen Unit and Windowless Kitchen/Toilet”, was uploaded onto the FSD website. Applicants should complete the aforesaid form together with the Application for Inspection and Testing of Fire Service Installations and Equipment (FSI/501) if the application involving “Open Kitchen” or “Windowless Kitchen/Toilet”.

### **1.11 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 onto the FSD Website for the reference of contractors in 2015 and such initiative was introduced in the different seminars

held with relevant stakeholders in 2015 and 2016.held with relevant stakeholders in 2015 and 2016.

According to FSD's record for the period as from January to September 2018, the outcome was still beyond expectation. Members of FSICA were reminded to pay more attention on their standard of plans submission and all items listed in the checklist would also be noted while preparing the FSI drawing.

#### **1.12 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.

#### **1.13 Operation of Fire Shutter**

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

#### **1.14 Decommissioning of the Existing FSI under FS(B)O Cap. 572**

RFSIC members of FSICA had been informed of the two-stage approach introduced by URA and the proposal made by the New Projects Division of FSD. Their feedback was supportive.

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

An information paper on the amendments to Fire Service (Installations and Equipment) Regulations, Cap 95B for the promotion of the wider use of stand-alone battery-operated smoke alarm had been circulated to representatives of FSICA prior to the meeting. In gist, to promote the wider use of stand-alone smoke alarm in Hong Kong, particularly in residential premises on a voluntary basis, it was suggested that Reg. 2, 6, 7 & 8 of Cap 95B would be amended for the purpose of exempting stand-alone smoke alarm not required by law from being required to be installed, maintained, repaired and annually inspected by FSIC.

## **1.16 Fire Safety Improvement Works Subsidy Scheme (FSWS)**

The Government had set aside \$2 billion to launch the Fire Safety Improvement Works Subsidy Scheme (FSWS) for subsidizing owners of old composite buildings to undertake fire safety improvement works prescribed in the Fire Safety Directions issued under the FS(B)O , Cap 572. The FSWS would provide subsidy up to a maximum of 60% of the costs of works including consultancy fees, or a cap whichever was the less. It was anticipated that around 2 000 target buildings could be benefited from the FSWS.

As informed by the Urban Renewal Authority (URA), those eligible applications had been prioritized and approval letters would be issued shortly. With due regard to the capacity of consultants and contractors available in the market, URA would contact the building owners and provide assistance to them by batch according to the priority. In carrying out fire safety improvement works for fire service installations and equipment (FSI), Registered Fire Service Installation Contractors (RFSIC) were obliged to assist the building owners to complete the fire safety improvement works as soon as possible.

## **1.17 Measures to facilitate licence application for premises located in old composite buildings**

In order to reduce the lead time for the installation of improvised sprinkler systems in premises located in old composite buildings, FSD and Water Supplies Department (WSD) had agreed on a series of facilitation measures. These measures included parallel processing of applications to FSD and WSD for installation of the improvised sprinkler systems and water supply, parallel processing of the plumbing proposals and the applications for the commencement of the plumbing works by WSD internally, advancing registration of the applications for excavation permits with the Highways Department by WSD for water supply applications, and proposing amendments to related licensing authorities by FSD on enhancing the licensing guides.

## **1.18 Specification of Pressurization of Staircase**

Whenever pressurization of staircase was required to be installed in any building, the system design should be based on the requirements of British Standard 5588 - Part 4 in particular the location of the actuation device and the air relief path.

## 1.19 Submission of Ventilation / Air-conditioning Control (V/AC) System

With a view to expediting the vetting process of those submissions for V/AC system, applicants were reminded to enhance the quality of submissions and observe the following common irregularities:-

- Incorrect demarcation of fire compartments for tripping of mechanical ventilation systems  
Demarcation of certain fire compartments was not clearly indicated or not consistent with that in the approved GBP, which led to some mechanical ventilating systems found missing or not be tripped correctly.
- Incorrect exemption of V/AC systems for mechanical ventilating systems  
V/AC systems for certain mechanical ventilating systems set out under “Code of Practice for Minimum Fire Service Installations and Equipment and Inspection, Testing and Maintenance of Installations and Equipment (FS CoP) - Part V Specification – Section 5.27” were not exempted correctly.
- Failure in identification of actuating devices  
Actuating devices of V/AC systems for certain mechanical ventilating systems in relation to the method of override control set out in “FS CoP Part V Specification – Section 5.27” were unable to be identified.
- Failure in provision or indication of manual override switch  
Manual override switch of V/AC systems for certain mechanical ventilating systems at the central fire control panel as required under “FS CoP Part V Specification – Section 5.27” was not provided or indicated.