

**Summary of Notes of Liaison Meeting between FSD and the Association of Registered  
Fire Service Installation Contractors of HK Ltd (FSICA)  
held on 18 May 2020**

**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)**

The draft Fire Service (Registered Fire Engineers) Regulation and the draft code of practice (CoP) were still under preparation.

Given the current progress in the drafting of Regulation and CoP, the meeting agreed that the subject issue would be temporarily shelved and be reported at appropriate juncture.

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

During the period from January to March 2020, the average usage of FS251 (Barcode) was 47.3% whilst the average usage of FS 251 (Online submission) was 0.6%.

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

580 advisory letters (ALs) dispatched to the building owners between December 2019 and February 2020. There were 518 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, while the improvement works of 2 TCBs were completed, 5 TCBs were being processed under the pilot scheme, and 3 new applications were submitted in April 2020 for consideration.

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

As at 30.4.2020, approval was given for a total of 634 TCBs to have the capacity of their FS tanks reduced to 4500 litres. FSI drawings for 147 TCBs (out of the 634) were received and 56 nos. of those were approved.

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

From October to December 2019, 406 sets of FSI drawings were received. Only 18 sets (4.4%) were approved on fresh submission whereas 70 sets (17.2%) were approved upon re-submission for twice or more, and 36 sets (8.9%) failed on checklist screening.

**1.10 General Procedures for Handling Shutdown of FSI**

FSD was in the process of further refining the procedures for Shutdown of FSI for Inspection, Maintenance, Modification or Repair. The finalized procedures together with the revised form “Notification to FSD on the occasion that building FSI is shut down for work” would be tabled at this Liaison Meeting in due course.

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

116 nos. of Advisory Letter and Supplementary Notes for Retaining-Conversion-Removal of existing FSI had been issued to building owners. As at 30.4.2020, 28 nos. of reply forms were received.

For facilitating a comprehensive review on the effectiveness and practicability of the coordinated workflow, with reference to more substantial information and

relevant cases from the concerned divisions, the trial had been extended for six months until **31 July 2020**.

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

The 1<sup>st</sup> batch and 2<sup>nd</sup> batch “Approval-in-Principle” letters (AIP) had been issued to the successful applicants for the FSWS whilst the 3<sup>rd</sup> and 4<sup>th</sup> batch were underway. There were six batches altogether.

### **1.13 Smart Technology for FSI**

With a view to catching up with the technology advancement, the fire alarm system in Fire and Ambulance Services Academy (FASA) was upgraded with remote notification features to relay fire alarm signal via SMS, email and mobile Apps. The first phase of the upgrade involving Administration Block was completed in April, 2020. The second phase of the upgrade involving all remaining buildings of FASA would be completed by Q3 2020.

The fire alarm systems in the newly constructed Quarantine Centres (QC) in Lei Yun Mun Park and Holiday Village and Pat Heung Junior Police Call Permanent Activity Centre and Integrated Youth Training Camp were provided with an auto-dialler system. The system was capable of relaying instant fire alarm signal via SMS and voice alert message to FSD Rapid Response Team standing-by on the spot and also voice alert message to nearby Fire Station.

### **1.14 Checklists for Inspection, Testing and Maintenance of FSI**

Further to the issuance of the English version of Annual Inspection (AI) Checklists for FH/HR system and supply tanks via FSD Circular Letter 4/2019 on 13.12.2019, the Chinese version of both checklists was issued via FSD Circular Letter 2/2020 on 18.2.2020. Those two checklists had taken effect on 1 April 2020. The arrangement would be subject to review after 12 months of its implementation. The implementation arrangement was introduced to the trade during “FSD Connects” seminar on 19.12.2019 and FSD Webinar on 25.3.2020.

Regarding FSICA Members’ feedback on during implementation of Annual Inspection checklist for FH/HR Systems and supply tanks, a lengthy discussion on the subject matter was conducted. The meeting concluded that functional test could help improving the quality of work and enhancing the performance in view

of public safety.

### **1.15 Review of Application for Inspection and Testing of Fire Service Installations and Equipment (FSI/501)**

Members were informed that the revamped application procedure for inspection and testing of fire service installation and equipment (FSI) came into effect on 1 May 2020. For smooth processing of application for FS acceptance inspection, form submission should be properly proceeded with particular attention to the following observations:

- i) All the essential information, such as approval date of GBP, should be provided.
- ii) FSI/501(rev.2020) submission together with, inter alia, duly signed FSI/501a provided by RFSIC. FSI/501a could be submitted separately by RFSIC to FSD within 14 days after completion of work.

Members were informed that building works under railway projects might be exempted from Buildings Ordinance according to Clause 54(2) of Mass Transit Railway Ordinance (Cap. 556) with the consideration of the exceptional nature of railway development. For these railway projects, the form RDS/Form-2 which served similar function as the previous form FSI/501 was being used by the project stakeholders. In order to align with the principle of FSD Circular Letter No. 1/2020, the current application form RDS/Form-2 (Rev. 01) had been divided into RDS/Form-2 (Rev. 02) and RDS/Form-2a (Rev. 01). Under the new submission procedure as stipulated in FSD Circular Letter 1/2020, applicants should use RDS/Form-2 (Rev. 02) and RDS/Form-2a (Rev. 01) instead of FSI/501 (Rev. 2020) and FSI/501a respectively for these railway projects. The aforesaid forms would be put into general use for the forthcoming railway projects. For all other railway projects which adopt the GBP submission mechanism, FSI/501 and FSI/501a would be used as appropriate.

### **1.16 Review of FSI Code**

The Review of FSI Code had been finalized and would be circulated to the stakeholders for comments after some minor fine-tuning.

### **1.17 Automated Parking Facility (APF)**

The formulation of fire safety requirements for APF was still underway and

would be circulated to members once available.

**1.18 Proper Maintenance of Building FSI**

As there was no further update for this issue, the meeting agreed to delete this item in the next meeting.

**1.19 Implementation of Maintenance checklist according to FSD Circular 4/2019**

This item had been discussed under item 1.14.

**1.20 Enhancement on Application procedure for Approval/Acceptance of Fire Service Installations and Equipment (FSI) and other Products**

For the enhancement of current application procedure for approval/acceptance of FSI and other Products, a revised version of “Fire Protection Notice No.15 - Guidance for Application for Approval of Portable Equipment and Acceptance of FSI and other Products” had been drafted and circulated in FSSAG meeting for comments. It was agreed that a “Pre-vetting procedure” of application and a newly designed “Application Form for Approval of Portable Equipment / Acceptance of FSI and other products” would be introduced as the enhancement measures.