

**Summary of Notes of Liaison Meeting between FSD and the Association of Registered
Fire Service Installation Contractors of HK Ltd (FSICA)
held on 24 August 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 Commissioning of the Integrated Licensing, fire Safety and Prosecution System (LIFIPS)

During the period from January to June 2020, the average usage of FS251 (Barcode) was 47.2% whilst the average usage of FS251 (Online submission) was 0.8%.

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

625 advisory letters (ALs) dispatched to the building owners between March 2020 and May 2020. There were 540 nos. of FS 251 received in response to the ALs within the period.

In order to remind the public on the proper operating procedures of hose reel, a pictorial fluorescent label showing the essential hose reel operating procedures was designed by FSD. The labels were to be fasten at prominent parts of the hose reel set, which could be easily read by anyone who operated the hose reel.

1.6 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, 8 TCBs were being processed under the pilot scheme, and 2 new applications were submitted in June and July 2020 for consideration.

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

As at 31.7.2020, approval was given for a total of 664 TCBs to have the capacity of their FS tanks reduced to 4500 litres. FSI drawings for 154TCBs (out of the 664) were received and 71 nos. of those were approved.

The Building (Minor Works) (Amendment) Regulation 2020 would come into operation on 1.9.2020. New Minor Works Items relating to FS improvement works would be added, i.e. Item 1.49, 1.50 & 3.50. In this regard, a new FSD Circular Letter was being drafted to supersede the existing FSD Circular Letter No. 1/2012.

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

From January to March 2020, 332 sets of FSI drawings were received. Only 29 sets (8.7%) were approved on fresh submission whereas 59 sets (17.8%) were approved upon re-submission for twice or more, and 37 sets (11.1%) failed on checklist screening.

1.9 General Procedures for Handling Shutdown of FSI

FSD was in the process of further refining the procedures for Shutdown of FSI for Insp FSD was in the process of fine-tuning 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 discussed in due course.

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

123 nos. of Advisory Letter and Supplementary Notes for Retaining-Conversion-Removal of existing FSI had been issued to building owners. As at 31.7.2020, 32 nos. of reply forms were received. The trial had been extended for until 31 July 2020 and the relevant procedures were under

review by the working group.

1.11 Fire Safety Improvement Works Subsidy Scheme (FSWS)

The 1st batch to 4th batch “Approval-in-Principle” letters (AIP) were issuing to successful applicants for the FSWS. FSD would closely monitor the status of the applications and provide necessary assistance.

1.12 Smart Technology for FSI

The upgrading works of the fire alarm system in the Fire and Ambulance Services Academy (FASA) was completed. The contractor at the present stage was fine-tuning the mobile apps for remote notification and the project was targeted for completion in October 2020. Meanwhile, for the purpose of promoting the use of Smart Technology in FSI systems, a short video clip was being produced which would be distributed to relevant stakeholders including RFSIC, government departments and owners of premises.

While waiting for the production of the video clip concerned, the meeting agreed to put the item on shelf for the time being until there were something new to report/discuss.

1.13 Checklists for Inspection, Testing and Maintenance of FSI

The Annual Inspection Checklist for sprinkler system was being finalized. The implementation arrangement was introduced to the trade during FSD Webinar on 17.7.2020. Further comments from FSICA on the revised checklist were received on 23.6.2020 and a meeting was held with the representatives of FSICA on 26.6.2020 to further discuss the comments.

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

A total of 74 nos. of projects with the revised FSI/501 application had been proceeded since 1 May 2020. Application successful rate was maintained at 78% as that with pervious FSI/501 application before.

As the issue had become routines, the meeting agreed to delete this item in the next meeting.

1.15 Review of FSI Code

The review of FSI Code was being finalized with some minor points to be fine-tuned. FSD Circular Letter No. 4/2020 - Additional Fire Safety Requirements for Car Parking Facilities installed with Electric Vehicle Charging Facilities was issued. The relevant requirements would be incorporated in the Review of FSI Code and the draft CoP would be circulated to the stakeholders for comments in due course.

1.16 Automated Parking Facility (APF)

FSD had prepared an information paper regarding the findings of the study related to the fire risks and safety concerns in the captioned facilities and the required fire safety requirements. The paper was circulated to all concerned departments for their views/comments. Relevant trades and stakeholders would further be informed of the details of fire safety requirements once they were finalized.

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

For the facilitation measures of application procedure for approval/acceptance of FSI and other Products, FSD Circular Letter No. 3/2020 had been promulgated on 15.7.2020. Apart from the “Guidance for Application for Approval of Portable Equipment/Acceptance of Fire Service Installations and Equipment and Fire Safety Products”, a newly designed “Application Form for Approval of Portable Equipment/Acceptance of FSI and other products” and revised “Fire Service Installations - Equipment List”, measures including pre-vetting mechanism and adjustment of acceptance/approval validity period were also introduced. Such measures would be put into effect from 1.1.2021.

The above facilitation measures were also introduced in ‘FSD Connects’ vide Webinar on 17.7.2020 with relevant contents uploaded onto FSD’s website.

1.18 Voluntary Recognition/Training Scheme for FSI workers

With the aim of enhancing the quality assurance and workmanship of FSI practitioners, a dedicated Working Group was being established for introducing a Voluntary Recognition/Training Scheme for workers engaged in FSI works for which representatives of FSICA, Construction Industry Council and Vocational

Training Council would be invited to join as working group members. To take the initiative at work, a meeting with representatives of FSICA for discussing the structure, recognized qualifications and terms of reference of the Scheme was scheduled for 25.8.2020.

To pave the way forward, the Working Group basically would make reference to the Voluntary Registration Scheme for Vehicle Mechanics and the Voluntary Continuing Professional Development Scheme for Licensed Plumbers implemented by EMSD and WSD respectively. To this end, a Webex meeting with Vehicle Mechanics Registration Unit of EMSD was held on 21.8.2020.