

**Summary of Notes of 39th Ventilation Installations Liaison Group Meeting**

**(held on 16.1.2014)**

1.	<p><b><u>Pre-insulated Duct System</u></b></p> <p>The Chairman reported that there were some comments received on the draft FSD Circular Letter on pre-insulated panels used for air ducts. The draft FSD Circular Letter would be revised and submitted to the FSD Management for deliberation. Upon incorporation of the comments from the FSD Management, the final draft would be circulated to all members for endorsement via e-mail. The Chairman reported that the time for review of the FSD Circular Letter was suggested to be shorten from 3-year to 2-year and this amendment was supported by all members.</p>
2.	<p><b><u>VAC Control System for Licensed Premises</u></b></p> <p>The Chairman reported that as no further comments were received from members of FSSAG and VILG, the draft circular letter would be submitted to the FSD management for deliberation.</p>
3.	<p><b><u>Inspection of Ventilating Systems in New Buildings before Occupation</u></b></p> <p>The Chairman thanked HKRVCA for informing FSD about the status of “Certifying Fire Dampers installed in New Buildings before Occupation” according to the PNRC25. The Chairman also welcomed HKRVCA and HKACRA to keep FSD informed on the implementation progress and further development if any in future.</p>
4.	<p><b><u>Revised Registered Fire Engineer Scheme on the Implementation of Third Party Fire Safety Certification</u></b></p> <p>The Chairman briefed members that Working Groups headed by CFO(FS), had been formed by FSD to put forward the preparatory and legislative works required for the implementation of the Registered Fire Engineer (RFE) Scheme. Members would be informed on the development.</p>
5.	<p><b><u>Annual Inspection of Ventilating System</u></b></p> <p>Referring to HKRVCA’s request to have a pop up page on “Annual Inspection of Ventilating System of Buildings/Premises” when browsing FSD web page in order to enhance publicity for implementation the Annual Inspection of Ventilating System, FSD would further follow up with Management for consideration. In the</p>

	<p>meantime, the Chairman requested HKRVCA and HKACRA to consider similar arrangements in their web-sites to promote “Annual Inspection of Ventilating System of Buildings/Premises”. All members agreed that publicity through multiple channels would be more effective.</p>
6.	<p><b><u>Fire Damper Standards</u></b></p> <p>For issue about the difference of Fire Damper Standards between BD’s CoP and FSD’s CoP and Circular Letter, it was understood that HKRVCA would hold meeting with BD to clarify the standards to be adopted for new dampers installed in new buildings. The Chairman advised that the standards of Fire Damper may vary between BD and FSD for different applications. The Chairman would appreciate if HKRVCA could inform FSD on their findings after their discussion with BD.</p> <p><b>Remark: Mr. YAU Wai-keung, DCFO(LC), joined the meeting at here.</b></p>
7.	<p><b><u>Kitchen Ventilation Requirement under License Premises</u></b></p> <p>One member of the meeting would like to seek FSD’s clarification about the interlocking arrangement of exhaust air fan and fresh air supply fan for kitchen ventilating system under License Premises. DCFO(LC) invited some Uniform staffs of FSD who are responsible for License Premises to join the meeting on this part. After exchange of views and information, it was agreed that the case would be further followed up between FSD and HKRVCA members concerned separately and to be reported in the next meeting.</p>
8.	<p><b><u>Common Mistake and Mal-practice of AIC submissions</u></b></p> <p>Mr. CHAN Chi-shing, CTO(Vent) briefly reported to members about some common mistakes and mal-practices which were observed recently, such as wrong addresses, wrong locations, missing Authorized Signatory (AS), using incorrect certificate for the inspected premises, etc. HKRVCA was requested to remind their members for awareness. Mr. MA Shun-yee advised further that warning letter would be issued to those RSCV who made such mistakes and mal-practices repetitively.</p> <p>In order to enhance the awareness of the RSCV so as to minimize the common mistake and mal-practice, DCFO(LC) suggested to arrange a seminar or experience sharing session jointly organized by FSD/HKRVCA. All members agreed to further coordinate and follow up on the proposal.</p>
9.	<p><b><u>Outdoor Unit of Split Type A/C Unit</u></b></p>

	<p>Mr. LEUNG Tat-wan would like to seek FSD's clarification for a case that a outdoor unit of split type A/C unit to be installed in indoor areas, whether it could be treated as exempted equipment. Mr. MA Shun-yee advised that if the outdoor unit to be installed indoor without connection of air duct, such outdoor unit would not be treated as part of ventilating system under Cap 123J. However, for similar cases under Cap 132CE, such outdoor unit would still be treated as part of ventilating system and relevant requirement under Cap 132CE should still be followed.</p>
10.	<p><b><u>AIC for Licensed Premises</u></b></p> <p>Referring to members enquiry about using one AIC to cover a numbers of licensed premises in a building, Mr. MA Shun-yee advised that such issued had been raised and discussed in the 26<sup>th</sup> VILG meeting. He suggested members to review the item 2.5 of 26<sup>th</sup> VILG meeting minutes.</p>
11.	<p>Mr. LEUNG Tat-wan advised that HKRVCA would have their new chairman elected, Mr. HUI Wah-Chuen and new vice-chairman elected, Mr. LEUNG Tat-wan with effect from 1<sup>st</sup> April 2014.</p>