

CODE OF PRACTICE
FOR
INSPECTION AND TESTING OF
INSTALLATIONS AND EQUIPMENT

BUILDINGS ORDINANCE, CHAPTER 123
CODE OF PRACTICE (INSPECTION AND TESTING OF
INSTALLATIONS AND EQUIPMENT)

PRELIMINARY NOTE

Where the plans of a building have been certified by the Director of Fire Services under S.16B(1)(b)(ii) of the Buildings Ordinance as showing all such fire service installations and equipment as in his opinion, having regard to the purpose to which the building is intended to be put, comprise the minimum fire service installations and equipment necessary for such building, the Building Authority may, under S.21(6)(d) of that Ordinance, refuse to issue a temporary occupation permit or an occupation permit (which is necessary before the building can be occupied in any way except by not more than two caretakers) unless the applicant for the permit produces a certificate from the Director of Fire Services certifying that he is satisfied that the fire service installations and equipment shown on the plans have been provided and are in efficient working order and satisfactory condition.

This Code of Practice (Inspection and Testing of Installations and Equipment) is published for information only, to indicate the type and nature of inspections and tests which installations and equipment must normally pass in order so to satisfy the Director of Fire Services and to give guidance as to the conduct of inspections and tests. It does not lay down any hard and fast rules. Special factors and circumstances may require variations in respect of any particular building, and in particular case the Director may require additional inspections or tests before he is so satisfied.

CODE OF PRACTICE (INSPECTION AND TESTING OF
 INSTALLATIONS AND EQUIPMENT)

PART I

GENERAL

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| <p>1. Inspections and testing shall be carried out by a Fire Services Inspecting Officer by arrangement with the Authorised Person and the Fire Service Installation Contractor.</p> | <p>Inspection and testing by officer of Fire Services Department</p> |
| <p>2. Applications for initial inspection and testing should be made on the prescribed form to the Director of Fire Services. The form must be signed by both the Fire Service Installation Contractor and the Authorised Person.</p> | <p>Application for inspection and testing</p> |
| <p>3. Applications should only be submitted by the Authorised Person when the installation and equipment has been installed, completed, and certified as being in efficient working order by the Fire Service Installation Contractor.</p> | <p>Application to be submitted by Authorised Person</p> |
| <p>4. Upon receipt of an application the Fire Services Inspecting Officer will contact the Authorised Person (Not the Fire Service Installation Contractor) at the telephone number shown on the prescribed form, and arrange a mutually convenient inspection date. The Authorised Person, as the co-ordinator of the project, should attend the inspection and it is also his responsibility to contact and inform the Fire Service Installation Contractor of the arrangements made.</p> | <p>Date and time of inspection and testing to be confirmed by telephone and Authorised Person should attend</p> |
| <p>5. A further prescribed form will be used to record the result of the inspection and will be completed and signed on site by the Fire Services Inspecting Officer. The Authorised Person and the Contractor will also be required to sign this form confirming that the results of the inspection have been brought to their attention.</p> | <p>Recording result of inspection</p> |
| <p>6. In respect of minor items requiring a further inspection the Authorised Person will, after the defects have been rectified, arrange a re-inspection date with the Senior Building Services Inspector, Fire Service Installations Division. A further formal application for inspection on the prescribed form will only be required when a refusal letter has been issued subsequent to an inspection.</p> | <p>Inspection and testing after further work</p> |

Re-inspection
subject to
availability of
Inspecting
Officers

7. Re-inspections will be carried out as convenient, subject only to the availability of Inspecting Officers and provided that previous confirmed appointments are not affected.

Issuance of
Certificate

8. Subsequent to a satisfactory inspection, the Authorised Person will be notified by telephone as soon as the Fire Service Certificate (FS 172) is ready for collection. If unable to be contacted by telephone a "ready for collection" letter will be despatched.

Certificate of
Completion by
Water Authority
sent direct to
Buildings
Ordinance Office

9. The Certificate of Completion by Water Authority in respect of Fire Service Installations requiring Government water mains connection will be sent direct to the Buildings Ordinance Office by the Water Authority, copied to the applicant, after the installation has been inspected and approved by the Water Authority and the fire service connection completed.

PART II

INSPECTIONS AND TESTS

Hose reel tubing

10. (1) The tubing of every hose reel must be capable of being readily wound round a drum of not less than 150 mm diameter without kinking, must not kink when led around sharp obstructions, and shall be capable when fitted with branch pipe and nozzle, of projecting a jet not less than 6 m in length.

(2) The tubing of every hose reel shall have a bursting pressure of not less than 2 700 kPa and shall not be porous nor exhibit any signs of percolation under pressure up to 2 000 kPa.

Hose reel branch

11. The hose reel nozzle shall have a 4.5 mm orifice and be fitted with a simple two way valve to open or shut off jet; the valve must not be spring loaded.

Design of hose
reel

12. The design of the hose reel shall be such that the tubing is permanently connected, via pipes in the drum of the hose reel and such stuffing boxes as may be necessary, to the hydrant supply main.

Testing of
sprinkler
installations

13. The testing of sprinkler installations will be carried out according to the tests specified from time to time by the Fire Offices' Committee.

Testing of
drencher and
fixed installations

14. The testing of drencher and fixed installations will be carried out according to such tests as the Director of Fire Services may require having regard to the nature and purpose of the installation.

Testing of fire
hydrant/hose reel
installations

15. The tests for fire hydrant/hose reel installations will be carried out according to the checklist as laid out at Appendix 3.

Testing of dry
riser installations

16. The tests for dry riser installations shall consist of—

- (1) a visual examination of the fittings and piping and their location;
- (2) a practical charging of the rising main to show that the system can be easily charged via the fire service inlet within a reasonable time having regard to the size of the installation and with particular attention to the efficiency of air relief valves;
- (3) the installation must prove clear of percolation and leakage for 10 minutes after being charged with water.

Testing of hand
appliances etc.

17. The tests for hand appliances and other preventive media shall be in accordance with the tests specified by the Director of Fire Services from time to time. Pamphlets describing testing procedure can be obtained from the Director of Fire Services.

18. The testing of CO₂/Halon Extinguishing System will be carried out according to the checklist as laid out at Appendix 1.

Testing of
CO₂/Halon
Extinguishing
System

19. The testing of Fire Shutters constructed and installed in accordance with the Rules of the Fire Offices' Committee will be carried out according to the checklist as laid out at Appendix 2.

Testing of Fire
Shutters

PART III

MISCELLANEOUS

20. This Code deals only with the inspection and testing of fire service installations and equipment after the same have been provided for a building. The general requirements as to what installations and equipment are to be provided in buildings are dealt with in another Code called the Code of Practice (Minimum Fire Service Installations and Equipment), published by the Director of Fire Services.

Code of Practice
(Minimum Fire
Service
Installations and
Equipment)

21. For the avoidance of doubt it is hereby declared that the Director of Fire Services, in his absolute discretion, may, in any particular case, vary any of the requirements of this Code and in particular may require different inspections or tests in regard to any installation or equipment than the inspections or tests indicated in this Code, either in addition to or in substitution for the inspections and tests so indicated.

Director of Fire
Services may
vary requirement
of Code in
particular cases

LAM Chek-yuen,
Director of Fire Services

FIRE SERVICES DEPARTMENT
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