

**Summary of Notes of 64th Ventilation Installations Liaison Group Meeting**

**(held on 10.09.2020)**

2.1.	<p><b><u>Review of Protection Requirements against Fire and Smoke in Protected Areas</u></b></p> <p>Mr. Sam Chan of HKRVCA submitted a set of revised ventilating drawings to VD for comment on 3.9.2020. Mr. Sam Chan advised that further revisions on the submitted drawings would be made for provisions of fire dampers across compartmentations as well as fire rated ceilings for different scenarios of ventilating system in protected lobby.</p> <p>(Post meeting note: Mr Sam Chan submitted a set of revised drawings on 20.10.2020. VD is reviewing the submission and will discuss with members in the coming VILG meeting.)</p>
2.2.	<p><b><u>Acceptance Inspection for Ventilating System in Licensed Premises</u></b></p> <p>Members from HKRVCA enquired on the following areas regarding acceptance inspection for ventilating system in licensed premises :-</p> <p>2.2.1 Responding to the drawings for examples of ventilating systems with communal air duct to be inspected outside the licensed premise suggested by HKRVCA on 7.12.2019, VD had issued comments on the drawings to HKRVCA on 11.12.2019.</p> <p>(Post meeting note: Further discussion on the proposal were conducted amongst Mr. Chan, Mr. Shee, Mr. Leung of HKRVCA and members of VD on 8.9.2020 and 18.10.2020, relevant drawings are being revised and updated.)</p> <p>2.2.2 After discussions in the meeting, members agreed that the separation of silencer and fire damper could be kept within 1 meter provided that the product was incombustible and in compliance with Part XI of FSD Circular Letter No. 4/96 as accepted by FSD.</p>

3	<p><b><u>New Type H of Minor Works Relating to Ventilating System</u></b></p>
3.1	<p>It was noted that the Type H of minor works (Works relating to the Ventilation Systems inside / outside Building) was put into operation on 1.9.2020. After discussions, members agreed that there was no major change for current practice including reporting completion as well as certification of ventilating systems in building and licenced premises.</p>
3.2	<p><b><u>Mounting Method of Proprietary made Fire Damper</u></b></p> <p>The Secretary shared a case that a registered specialist contractor certified installation of proprietary made fire damper not according to manufacturer’s recommendation nor support of test report. The Secretary informed members that the above malpractice of contractor’s performance and misconduct had been reported to the Building Department for disciplinary action.</p> <p>The Secretary reminded members that the mounting method of proprietary made fire dampers should be approved by a recognized testing authority in accordance with paragraph 2.2.1 of the Fire Services Department Circular Letter No. 4/96 Part XI. The fixing details of the proposed installation method as mentioned in the test report/assessment report would be verified by VD accordingly.</p>
3.3	<p><b><u>Prevention of Fire Hazard to Ventilating System – Air Treatment Equipment using Inflammable Vapour /gas</u></b></p> <p>The Chairman informed the meeting that an application for the use of an air dehumidification equipment of gas-fired type in licensed premises was not accepted by FSD. The proposal from the applicant was considered not complied with the Building (Ventilating System) Regulations (Cap 123J).</p>
3.4	<p><b><u>Review of Part XI, FSD Circular Letter no. 4/96</u></b></p> <p>The Secretary advised the content of the captioned part of the circular was being reviewed and would call for 2 nominations of members from each organisation or establishment of sub-working group would be followed as appropriate.</p>

3.5	<p><b><u>Review for the use of Pre-insulated Panels for the Construction of Air Ducts in Mechanical Ventilating System</u></b></p> <p>The Secretary reminded members that the FSD Circular Letter No. 1/2018 for the use of captioned material to be lapsed on 29.10.2020. Members opined that the product could be considered for long term use provided technical requirement as stipulated in preceding the Fire Services Department Circular No. 1/2014 to be followed.</p> <p>(Post meeting note: Advices from members on practice experience on the use of the product was sought from members. )</p>
4	<p><b><u>AOB</u></b></p> <p>4.1 <b><u>FSD Circular Letter No. 3/2020</u></b></p> <p>The Secretary reported that the FSD Circular Letter No. 3/2020 on facilitation measures of application for approval of portable equipment and acceptance of fire services installations and equipment (FSIs) and fire safety products was issued on 15 July 2020 which would be effected on 1 January 2021. Members were reminded that Electrostatic filter or precipitator and fusible link were included as items requiring FSD’s approval as per current regulations. In addition, any submission of an “Assessment Report” for the purpose of extending the validity of a test report would no longer be accepted by FSD.</p> <p>4.2 <b><u>Regulatory control of ventilation systems for cold stores</u></b></p> <p>FEHD had notified the handling procedures that regional offices would process the application. VD would handle the application for a letter of compliance for the ventilation systems. The ventilating system installed at the premises should comply with Cap. 123J as well as fire safety requirements for non-scheduled premises.</p>

4.3

**Authorized signatory, who was suspended by Building Department, shall not certify ventilating systems in building, certificate for (form D) provisional licence and licensed premises**

The Secretary shared a case of an authorized signatory in the category of specialist contractor in the ventilation works who had been deleted from the respective register on 15.7.2020. However, the AS ignored the status of being deleted and carried out certification of certificate of compliance D (Ventilation Requirements) and Annual Inspection Certificates with inspections. As such, VD had issued letters to FEHD for cancellation of provisional licences and memo to BD for disciplinary action as deemed appropriate. It was noted that the AS had withdrawn their submitted AICs. Members were reminded that in accordance with Cap 123J only a registered specialist contractor in the appropriate category could certify ventilating systems in building and licensed premises.

4.4

**FSI / 501a Certification for FSIs of Smoke Control Systems**

Mr. Chong proposed an agenda item to discuss if the Form FSI/501a and the concerned equipment list can be modified to include RPE and/or VAC contractor to be responsible for their part of installation. The chairman briefed members the common understanding on the statutory responsibility of Class 2 RFSIC and the persons authorized to sign the Certificate FSI/501a which was issued under Regulation 9 of the Fire Service (Installations and Equipment) Regulations.