

**Summary of Notes of 79<sup>th</sup> Ventilation Installations Liaison Group Meeting**  
**(held on 3.7.2025)**

2	<b><u>Matters arising from Last Meeting</u></b>
2.1	<p><b><u>e-Submission on AIC and Report of Completion on Ventilating System</u></b></p> <p>In view of the development of digital government, <u>the Chairman</u> strongly recommended the trades to make every effort to support electronic submission for AIC as well as facilitating electronic submission for Report Completion on Ventilating System - Vent/425. <u>Members</u> agreed to further promote the captioned electronic services to their members and relevant trades.</p> <p>For the trade's reference, FSD advised that the percentage of e-submission for AIC and Vent/425 in 2025 were 6.6% and 6.4% respectively up to 30.6.2025.</p> <p>HKACRA informed that the evidence of successful AIC e-Submission to FSD would be useful for their communication with the owner. FSD would review the e-Submission system as per this user comment and reflect the trade's concern to the IT section for planning of system enhancement.</p>
2.2	<p><b><u>Registered Fire Engineer (RFE) Scheme</u></b></p> <p>According to the Government Press Releases of 28 May 2025 (uploaded in RFE Scheme of FSD website), the RFE Scheme would be implemented on 1 November 2025. FSD provided a brief presentation of updates for RFE Scheme in the meeting. The presentation material was attached in Appendix of this notes of meeting for the trade's reference.</p> <p>The Code of Practice for RFE would be finalized and provided for the trade's information and reference to cope with the implementation of the RFE Scheme.</p>
2.3	<p><b><u>Electronic Issuance System (eIS) for Letter of Compliance</u></b></p> <p>FSD had launched e-Issuance System (eIS) for issuance and delivery of Letter of Compliance (LC) for Ventilating Systems to applicant for licensing to premises applied to the Licensing Authority of FEHD on or beyond 1.7.2024. FSD advised that the email address(es) for receiving the digital LC should be also clearly indicated in the application form or written confirmation to FSD through FEHD.</p>

	<p>To enhance the e-IS feature, QR Code was provided on the digital LC for Ventilating System to facilitate online verification in June 2025. The QR code would be printed on the right bottom of the digital LC.</p>
2.4	<p><b><u>Comments from the Trade about the Example Drawings for Demonstration of Requirement for Protection against Fire &amp; Smoke in Protected Area (Appendix 1 of 74<sup>th</sup> VILG Meeting)</u></b></p> <p>HKRSCVA informed that they received comments from their members about the Example Drawings for demonstration of requirement for protection against fire and smoke in protected area (Appendix 1 of 74<sup>th</sup> VILG Meeting). FSD expressed similar comments were also received from the trade too.</p> <p>The comments about the drawings as briefed by HKRSCVA were reviewed and discussed as following. HKRSCVA would revise the Example Drawings as discussed and circulate to <u>Members</u> for information and meeting record.</p> <ul style="list-style-type: none"> <li>➤ Example A to D, the fire compartmentation between the non-protected area and ceiling void of protected area might be the same. If such condition was confirmed by BD or relevant AP, the fire damper on the fire rated wall would be over provided. HKRSCVA would revise the notes for these example drawings for further review.</li> <li>➤ Example E, the term “non-FRR” false ceiling (不具抗火時效天花) might be interpreted as false ceiling of combustible material, e.g. gypsum board ceiling. It would not be accepted by FSD and BD for installation in protected lobby. On the contrary, if the false ceiling was FRR for Example E, the situation was same as Example A. In order to avoid the confusion, the Example E was suggested to be removed from this set of Example Drawings.</li> </ul> <p>The revised Example Drawings were reviewed by the <u>members</u> in March 2025 without comment and attached as Appendix of the Notes of 78<sup>th</sup> VILG Meeting for record. (Item to be deleted.)</p>
2.5	<p><b><u>Phase out of BS 476 Standards</u></b></p> <p>HKACRA mentioned that the testing standards of BS476 would be phased out by phases in March 2025 and Sept 2029 and seek the comments from FSD for assessment of VS components with reference to FSD Circular Letter (CL) No. 2/2023.</p>

	<p>FSD advised that according to the FSD CL No. 2/2023, VS materials comply with equivalent national or international standards to the specified standards, e.g. BS476 Part 6 or Part 7 would be acceptable. As such, when the new Standards, e.g. BS EN 13823 which would supersede BS 476 Part 6 and Part 7, are well adopted by the market and used for testing in VS material assessment application. VSG would accept it in test report and assess against the fire safety requirements in FSD CL.</p> <p>In current stage, the test reports prepared according to BS 476 Part 6 or Part 7 would be still accepted by VSG provided that the adopted test standards were still within the scopes of accreditation granted by one of the accreditation bodies for the relevant accredited testing laboratory.</p>
3	<b><u>AOB</u></b>
3.1	<p><b><u>Ventilating System Drawing for Licence Application</u></b></p> <p>FSD advised that a ventilating system drawing with proper scale clearly showing the licensing boundary area, amended portion of VS plan with corresponding revision number, “NLP” mark for those fire dampers not related to the Compliance Inspection, etc. would highly enhance the efficiency and effectiveness of site inspection. FSD reminded <u>members</u> to further communicate with the trade parties for the importance of production quality for VS plan.</p>