

Summary of Notes of 80th Ventilation Installations Liaison Group Meeting

(held on 23.10.2025)

2	<u>Matters arising from Last Meeting</u>
2.1	<u>e-Submission on AIC and Report of Completion on Ventilating System</u> 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. 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. 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.
2.2	<u>Registered Fire Engineer (RFE) Scheme</u> 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. The Code of Practice for RFE would be uploaded to FSD website in end October 2025 tentatively for the Trade's information and reference to cope with the implementation of the RFE Scheme.
2.3	<u>Electronic Issuance System (eIS) for Letter of Compliance</u> 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. To enhance the e-IS feature, QR Code was provided on the digital LC for Ventilating System to

	<p>facilitate online verification in June 2025. The QR code would be printed on the right bottom of the digital LC.</p> <p>To cope with the implementation of RFE Scheme, the LC for Licence types related to the RFE Scheme (initial phase) for Food Business, i.e. general restaurants, light refreshment restaurants, factory canteens, food factories (whether or not for preparation of bakery products only) and composite food shops would be changed from Letter of Compliance to Fire Safety (Ventilating System) Certificate. It would be applied to those application to the Licensing Authority (FEHD) after 1 November 2025.</p>
2.4	<p><u>Phasing out of BS 476 Standards</u></p> <p>The testing standards of BS476 would be phased out by phases in March 2025 and Sept 2029. 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 are still within the scopes of accreditation granted by one of the accreditation bodies for the relevant accredited testing laboratory.</p> <p>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 also 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><u>The Chairman</u> suggested VILG to conduct a thorough review on the fire safety requirements of method of test for fire propagation and surface spread of flame for product e.g. the classification BS EN 13501-1 under BS EN 13823. FSD would coordinate with <u>members</u> to collect relevant technical information from the trade for further discussion and review.</p>
2.5	<p><u>Ventilating System Drawing for Licence Application</u></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 members to further communicate with the trade parties for the importance of production quality for VS plan.</p>

	<p>The “NLP” mark for those fire dampers not related to the Compliance Inspection on the VS plan is a good trade practice. A clear VS plan with NLP mark for those “not related” fire dampers, if any, could assist the Licensing Authority and FSD for processing of site compliance inspection and assessment of licence application. It could also assist the future annual inspection by RSC(V)S and potential AIC audit checking by FSD ensuring no missing inspection in AIC of VS.</p>
3	<u>AOB</u>
3.1	Nil