

消防訓練學校為屬員提供專業訓練
Professional training is provided at
the Fire Services Training School

A line of firefighters in blue uniforms standing in formation outdoors. They are wearing blue shirts, dark blue trousers, and white belts. The background shows a red building and palm trees.

人力資源管理 HUMAN RESOURCES MANAGEMENT



救護學員正在救護訓練學校接受培訓
Newly recruited ambulance personnel
undergo training at the Ambulance
Command Training School



消防處調派及通訊組學員在進行訓練
Training for new recruits of Mobilising and
Communications Group

人力資源管理 Human Resources Management

消防處人員在職業博覽會向參觀者介紹消防處的工作
Visitors are briefed on the work of FSD at the Career Expo



編制

截至二零一二年年底，消防處人員的常額編制為9 936人，包括9 266名軍裝人員和670名文職人員。

財政

二零一一至一二及二零一二至一三財政年度，部門總開支分別為41.73億元及44.97億元，佔有關年度政府總開支的1.4%及1.5%。

招聘

二零一二年，消防處經嚴格甄選後，共聘任了380人，包括43名消防隊長（行動）、18名救護主任、五名消防隊長（控制）、八名消防隊目（控制）、156名消防員（行動/海務）及150名救護員。

Establishment

The Department has an establishment of 9 936 at the end of 2012, comprising 9 266 uniformed and 670 civilian members.

Finance

In the 2011-12 and 2012-13 financial years, the total expenditure of the Department amounted to HK\$4 173 million and HK\$4 497 million respectively, representing 1.4% and 1.5% of the total government expenditure of the relevant years.

Recruitment

In 2012, a total of 380 people were recruited after stringent selection processes, including 43 Station Officers (Operation), 18 Ambulance Officers, five Station Officers (Control), eight Senior Firemen (Control), 156 Firemen (Operational/Marine) and 150 Ambulancemen.

培訓及發展

消防訓練學校

消防訓練學校為新聘的消防主任和消防員，提供為期26周的基本滅火與救援訓練，亦為在職屬員提供持續訓練課程。

訓練課程包括基本滅火技巧、消防車輛及裝備的應用、煙火特性訓練、呼吸器的操作、救護學、體能訓練、防火、相關法例、物理學和燃燒科學等課題。二零一二年，共有23名消防隊長及237名消防員完成基本訓練。

香港消防訓練學校會繼續把消防學員的基本滅火及救援訓練視為持續發展計劃的重心。年內，初級訓練課程已加入「專科專教」環節，有關計劃能為消防學員提供有系統及專業的培訓，已成為培訓學員的新方向。

Training and Development

Fire Services Training School

The school provides 26-week basic firefighting and rescue training to recruit fire officers and firemen as well as continuous training to in-service members.

The training includes basic firefighting techniques, the use of appliances and equipment, compartment fire behaviour training, breathing apparatus, ambulance aid, physical training, fire protection, legislation, physics and science of combustion. In 2012, 23 Station Officers and 237 Firemen have completed the basic training.

Basic firefighting and rescue training to new recruits remains pivotal to the continued development of the Hong Kong Fire Services Training School. During the year, “Teaching by Specialists” has been adopted in the basic training which sets new direction in promoting systemic and professional training to recruits.



保安局局長黎棟國在消防訓練學校檢閱結業學員
The Secretary for Security, Mr Lai Tung-kwok, reviews a passing-out parade at the Fire Services Training School



本處繼續為在職屬員開辦各種煙火特性訓練課程。在二零一二年，共有124名隊目級人員取得煙火特攻員資格，260名消防學員完成初級課程，以及共446名在職行動組屬員參加復修課程。

二零一二年，本處特別為見習消防隊長開辦煙火特性訓練中級課程，讓他們學習進階煙火特性訓練技術。年內，共有74名見習消防隊長參與訓練。

年內，本處繼續支援教育局，與該局緊密合作，推行「多元智能躍進計劃」，為中學生舉辦一連串的紀律、領導才能和防火的訓練。二零一二年，共有1 059名學生及47名老師參加這個計劃。

消防處救護訓練學校

消防處救護訓練學校為各級救護人員提供基本救護學和專門的輔助醫療訓練。

新聘的救護主任和救護員須接受為期26周的初級訓練，內容包括基本的輔助醫療知識及技巧、相關法例、情緒智商、客戶服務、步操、紀律訓練、體能訓練和救護車隨車實習。學員在完成課程後會派駐救護站。

The Department has continued to provide various kinds of Compartment Fire Behaviour Training (CFBT) to Service members. In 2012, 124 non-commissioned officers have attained the Compartment Fire Attacker (CFA) qualification, 260 new recruits have completed the Induction Course and 446 serving operational members have received Refresher and Assessment (R&A) Course.

In 2012, a tailor-made CFBT Intermediate Course was launched with a view to providing the advanced CFBT techniques to Probationary Station Officers. In 2012, 74 Probationary Station Officers have attended such training.

During the year, the Department continued to support and work closely with the Education Bureau to conduct a series of disciplinary and leadership as well as fire protection training to secondary school students under the Enhanced Smart Teen challenge Project. In 2012, 1 059 students and 47 teachers enrolled in the programme.

Fire Services Ambulance Command Training School

The school provides basic ambulance aid and specialised paramedic training to ambulance personnel of different ranks.

Newly recruited Ambulance Officers and Ambulancemen will undergo a 26-week initial training, which comprises basic paramedic knowledge and skills, legislation, emotional intelligence, customer service, foot drills, discipline, physical fitness and on-car attachment. Upon completion of the course, the recruits will be posted to ambulance depots.



消防人員在消防訓練學校接受各種不同訓練
Fire personnel undergo various kinds of training at the Fire Services Training School

訓練學校亦為消防人員提供先遣急救員的訓練，以及訓練本處文職人員使用簡易心臟去顫器。

訓練學校又為市民提供免費社區心肺復甦法課程。截至二零一二年年底，共有近26 700名市民受訓。由二零零七年起，本處為多間機構及政府部門的員工提供簡易心臟去顫器使用法的訓練。截至二零一二年年底，已有近8 500名僱員取得簡易心臟去顫器的使用資格。

西九龍救援訓練中心

西九龍救援訓練中心提供持續訓練課程，以加強消防人員處理不同類型火警和災難的技巧。中心設有多種先進的訓練設施，包括在模擬隧道和迷宮內進行搜索及救援，以及在不同情況下進行真火訓練。二零一二年，共有3 632名屬員參加訓練。

為加強前線消防人員的救援技巧，部門為他們提供一套四個單元的基礎訓練課程，包括攀山拯救、高空拯救、交通意外拯救及急流拯救。二零一二年，共有353人次參與上述各項訓練。為確保特種救援隊隊員的技巧和保持水準，部門由二零一二年四月起開辦特種救援隊覆檢課程。年內，共有402名特種救援隊隊員參與課程。

The school provides training to fire personnel as First Responders and civilian staff of the Department on the use of Public Access Defibrillators (PAD).

The school also conducts free community Cardio-Pulmonary Resuscitation (CPR) training for the public. As at the end of 2012, nearly 26 700 citizens had been trained. Since 2007, PAD training is also provided to the staff of a number of organisations and members of government departments, with nearly 8 500 members qualified to use PAD at the end of 2012.

West Kowloon Rescue Training Centre

The West Kowloon Rescue Training Centre provides continuous training programme to strengthen the skills of fire personnel in tackling different types of fire and disaster. The Centre is equipped with a wide variety of advanced training facilities including search and rescue at simulated tunnel and maze as well as live fire training in various situations. A total of 3 632 members attended the training in 2012.

To strengthen the rescue techniques of frontline fire personnel, the Department provides basic training package consisting of four modules, namely Mountain Rescue, High Angle Rescue, Road Traffic Accident Rescue and Swift Water Rescue. In 2012, the total attendance in various modules of training was 353. With a view to maintaining the standard skill of the Special Rescue Squad (SRS) members, a SRS Revalidation Programme was launched since April 2012. During the year, a total of 402 SRS members have attended the programme.

管理及發展

為提升本處高級官員的專業知識，部門在二零一二年開辦發展課程，內容包括緊急事故管理、行動準備能力及危機管理，以及公共行政及應對傳媒的訓練。部門亦在同年為部屬人員開辦發展課程，作為核心訓練課程之一。年內，部門為40名助理消防區長及高級救護主任開辦了兩次有關課程。

為了職業發展，在二零一二年有1 451名屬員修讀公務員培訓處舉辦的各項管理、領導才能、溝通及國家事務研習課程。此外，有61名屬員前往英國、美國、加拿大、澳洲、泰國及瑞典，修讀各項訓練課程。

現場指揮訓練

為提高前線消防人員處理火警及緊急事故的能力，消防處利用「消防工作室 4.0」電腦培訓軟件，為消防處訓練學校的消防學員提供名為「高樓大廈火警(第二版)」的現場指揮訓練項目。在二零一二年，共有260名消防隊長學員及消防學員接受這項訓練。

體能訓練

體能訓練組的主要工作，是為處內人員提供體能訓練，並推廣體育活動，使他們保持體格強健。

消防處屬員的周年體能測驗由兩部分組成，即耐力跑及體能測試。二零一二年，在7 618名接受測驗的屬員中，有36.6%取得最高的「優異」(1/A)等級，只有約1.4%的人員需要覆試。

體能訓練組人員經常獲委派協助籌辦部門的各項體育活動，例如陸運會、水運會及越野賽，並在活動中擔任裁判。此外，該組人員亦經常獲本地及國際體育團體邀請，於毅行者等體育活動擔任裁判。他們並代表本處參與慈善活動/賽事，例如「匡智競步上雲霄」、「港鐵競步賽」及「PACER健康體適能挑戰賽」等。

Management and Development

To enhance the professional knowledge of senior officers, a departmental development programme covering emergency management, operational readiness and crisis management, public administration and media training was organised in 2012. In addition, a development programme for subordinate officers was launched in 2012 as a core training programme. Two classes were conducted for 40 Assistant Divisional Officers and Senior Ambulance Officers during the year.

For career development, 1 451 Service members attend various courses on management, leadership, communication and China studies organised by the Civil Service Training and Development Institute in 2012. During the year, 61 members attended various overseas training programmes in the United Kingdom, the United States of America, Canada, Australia, Thailand and Sweden.

Incident Command Training

In order to enhance the capability of frontline fire personnel in handling fire and emergency incidents, an Incident Command Training Programme on “Firefighting in Highrise Building (Version 2)” using training software of “Fire Studio 4.0” was conducted for the recruits of Fire Services Training School. A total of 260 Recruit Station Officers and Recruit Firemen have undergone the training in 2012.

Physical Training

The work of the Physical Training Establishment (PTE) is mainly to provide physical training and to promote sports activities for Service personnel so as to maintain their good physical condition.

The annual Physical Fitness Assessment for Service members consists of two parts – Aerobic Run and Strength Test. In 2012, of the 7 618 Service members who took part in the assessment, 36.6% achieved the top grading of 1/A and only about 1.4% were required to be reassessed.

PTE staff are often deployed to assist in organising and act as officials at Service sports events such as athletic meets, swimming galas and cross country runs. Moreover, they are often invited by local and international sports associations to act as officials for sports events such as the Trailwalker. They also represent the Department to participate in charitable events/ competitions such as the Hong Chi Climbathon, MTR Hong Kong Race Walking and PACER Health Fitness Challenge.



消防學員進行體能訓練
Physical training for recruits

專責隊伍及興趣小組

壓力輔導組

為協助同事紓解因事故及工作造成的壓力，部門成立了壓力輔導組。輔導組由超過100名已受訓並自願參與的屬員及一位臨床心理學家組成，為屬員提供心理輔導服務。

紀律專責隊伍

部門於二零零九年一月成立「紀律專責隊伍」，成員包括274名已受訓並自願參與的主任級人員。為使紀律程序的工作保持高效率，「紀律專責隊伍」轄下成立了「紀律聆訊諮詢小組」，與「紀律專責隊伍」成員分享紀律事宜的知識和提供相關指引。

Specialist Teams and Interest Groups

Stress Counselling Team

The Stress Counselling Team was set up to help colleagues alleviate stress caused by incidents and work. The team comprises more than 100 trained voluntary members and a Clinical Psychologist provides psychological counselling service to members.

Service Disciplinary Team

A Service Disciplinary Team (SDT) comprising 274 trained voluntary officers has been set up since January 2009. In order to maintain high standard of output in the disciplinary proceedings, a Disciplinary Advisory Group under SDT was set up for sharing of knowledge and provision of guidance to SDT members.

火警調查組成員學習使用先進的火警案情重組分析工具「三維場景激光掃描儀」，以協助調查火警起因
Members of Fire Investigation Group learn to use the Deltasphere 3000 IR 3D Scene Digitizer, which is an advanced analysis tool on fire scene reconstruction, to assist their investigations into the cause of fire



火警調查組

火警調查組為現場火警起因的調查工作提供專業支援。該組由有興趣並自願參與的前線消防人員組成。二零一二年，共有六名職級為高級消防隊長之火警調查員出動，協助調查火警事故。

部門亦成立火警調查興趣小組，以吸引對火警調查工作有興趣的前線消防人員加入。部門為小組成員籌辦一連串復修課程，以提升他們在火警調查方面的知識。

Fire Investigation Group

The Fire Investigation Group provides professional support for investigation into the causes of fire at scene. The team comprised of interested frontline fire personnel, who voluntarily take up the responsibility. Six Senior Station Officer investigators turned out for fire investigation in 2012.

The Fire Investigation Interest Group was also formed to recruit frontline fire personnel who are interested in fire investigation. A series of refresher courses were organised for group members to enhance their knowledge of fire investigation.

消防工程學興趣小組

為促進屬員對消防工程學的認識，部門在二零一零年十一月成立了消防工程學興趣小組。

二零一二年，小組籌辦了兩次到測試實驗室的技術探訪，觀察先進消防設備的運作，如長距離花灑及住宅花灑系統等。

小組聯同香港理工大學合辦「消防工程研究先鋒計劃」，促進成員在消防工程方面的專業知識。八名學員積極研究摩天大樓、岩洞、住宅花灑系統、隧道及天井的消防安全事宜，並把部分研究文章投送著名雜誌登載，如高層建築與城市住宅委員會期刊及Tunneling and Underground Space Technology。

消防車輛車廂及工具儲物櫃設計/ 裝置改良興趣小組

成立消防車輛車廂及工具儲物櫃設計/裝置改良興趣小組，是為鼓勵屬員就改良車廂及工具儲物櫃的設計和行動效率提出意見。二零一二年，小組成員曾就新置的細搶救車車廂及工具儲物櫃的設計提出寶貴建議。

消防車輛興趣小組

成立消防車輛興趣小組，是為提高屬員對消防車輛的興趣，並認識消防車輛的最新設計。二零一二年，小組成員曾就泵車、細搶救車、油壓升降台及旋轉台鋼梯車的採購事宜提出意見。

福利

消防福利主任負責消防人員的福利事宜，就傷病、房屋、財政和家庭困難提供意見。消防福利主任除了就消防處人員的福利事宜與政府部門及其他機構聯絡外，亦會為住院員工安排探訪活動，並籌劃和推行員工福利計劃。二零一二年，消防福利主任與165名在職或退休員工及其家屬面談，並就他們個人及家庭的事宜提供輔導。

Fire Engineering Interest Group

To promote a better understanding of fire engineering among Service members, a Fire Engineering Interest Group was established in November 2010.

In 2012, the interest group arranged two technical visits to testing laboratories for observing the performance of state-of-the-art fire service installations like long throw sprinkler and domestic sprinkler.

In collaboration with the Hong Kong Polytechnic University, the interest group organised a joint Mentorship programme to foster members' professionalism in fire engineering matter. Eight mentees were conducting active researches on fire safety matters in supertall buildings, cavern, domestic sprinkler, tunnel and atrium. Some of their research papers were submitted to renowned journals, like the Council of Tall Buildings and Urban Habitat Journal and Tunneling and Underground Space Technology.

Fire Appliances Cabin and Locker Design/ Modification Interest Group

The Interest Group in Fire Appliances Cabin and Locker Design/Modification was set up to encourage members to contribute their views on improving Cabin & Locker design and efficiency of operation. In 2012, the Group had contributed their valuable opinion in the Cabin and Locker design of the newly procured Light Rescue Unit.

Fire Appliance Interest Group

The Interest Group in Fire Appliance was established to develop members' interest in fire appliances and keep track of the latest design of appliances. In 2012, members had offered their views on procurement of Major Pump, Light Rescue Unit, Hydraulic Platform and Turntable Ladder.

Welfare

The Fire Services Welfare Officer (FSWO) advises on welfare matters affecting Service members, including injury, sickness, housing, financial and domestic difficulties. Apart from liaising with Government departments and other agencies on matters relating to the welfare of Service members, FSWO also arranges visits to hospitalised members, and organises and implements staff welfare schemes. In 2012, FSWO interviewed and counselled 165 serving and retired members and their families on personal and domestic affairs.

員工關係

部門設有妥善的溝通途徑，鼓勵管職雙方定期交流。這些途徑包括消防處部門協商委員會、總區聯誼會和分區聯誼會，以及文職人員協商委員會。這些委員會及聯誼會提供有效的平台，讓管職雙方就涉及共同關注的事宜交換意見。

為加深了解前線人員的需要，處長會探訪各前線單位，並為各級人員舉行座談會，與他們直接溝通。副處長則與員工協會定期會面，商討關乎員工工作、福利、服務條件及福利的事宜，有需要時與員工就備受關注的事宜進行磋商，以便就新的管理措施蒐集職方意見，並就職方關注的事項提供資料。

Staff Relations

There are well-established channels of communication within the Department to encourage regular dialogue between the management and staff. These communication channels include the Fire Services Departmental Consultative Committee (FSDCC), the Staff Relations Units of Commands and Divisions, and the Civilian Staff Consultative Committee (CSCC). These committees and staff relations units provide useful forums for the exchange of views between the management and staff on matters of common interest.

To better understand the needs of frontline Service members, the Director pays visits to frontline units and holds forums with different levels of staff to communicate with them directly. The Deputy Director meets with staff associations regularly to discuss issues affecting their work, benefits, conditions of service and well-being. He also holds discussions with staff on topical issues as required to seek their views on new management initiatives and disseminate information on matters of interest.



消防處人員參與二零一二特殊奧運執法
人員火炬慈善跑
FSD members participate in the Law
Enforcement Torch Run for Special
Olympics 2012



處長陳楚鑫(後排右五)在澳洲與參加「二零一二世界消防競技大賽」的部門健兒合照

Director Chan Chor-kam (fifth right, back row) pictures with FSD athletes participating in the 2012 World Firefighters Games held in Australia

體育及康樂

部門一向鼓勵屬員致力在工作與家庭生活兩方面取得平衡，務求能符合身為緊急部隊人員在體能和心理質素方面的嚴格要求。因此，香港消防處體育福利會舉辦多項體育活動、興趣小組、康樂和社交活動，以及節日慶祝活動。有關活動深受歡迎，現職和退休屬員及其家屬均踴躍參與，鼎力支持。此外，多個興趣小組及多位運動隊伍成員亦參與外間機構舉辦的體育和文化活動，成績令人鼓舞。

年內，本處運動隊伍在多項跨部門和其他本地賽事中表現出色，獲獎無數。在澳洲悉尼舉辦的「二零一二世界消防競技大賽」，香港消防代表團在總成績方面贏得亞軍，並刷新紀錄，獲得255面獎牌，包括97面金牌、84面銀牌及74面銅牌。

Sports and Recreation

The Department always strives to encourage members to strike a balance between work and family life in order to meet the demanding requirements on physical fitness and mental strength as emergency responders. In this regard, the Hong Kong Fire Services Sports and Welfare Club organises various sports events, interest groups, recreational and social activities as well as festive celebrations. With the full and active support from both serving and retired members as well as their families, the activities are welcomed by the members. In addition, various interest groups and sports group members also participate in external sports and cultural activities with encouraging results.

During the year, the Department's sports teams performed extraordinarily well in both inter-departmental events and other local events and won numerous medals. In the 2012 World Firefighters Games held in Sydney, Australia, the Hong Kong Fire Services delegation, being the overall first runner-up, snatched a record-breaking of 255 awards including 97 gold, 84 silver and 74 bronze medals.