

行政及后勤支援 ADMINISTRATION & LOGISTICAL SUPPORT





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- 1** 消防及救护学院提供多项先进模拟事故现场的培训设施，大大提升消防及救护人员应付大型事故的能力。
The Fire and Ambulance Services Academy is equipped with diversified and advanced simulation training facilities which greatly enhance the capabilities of fire and ambulance personnel in handling large-scale incidents.
- 2** 消防处工程部人员负责保养、检查和维修消防车辆和灭火救援装备。
Staff of the FSD workshops provide maintenance, servicing and repairs to fire appliances, firefighting and rescue equipment.

策划

总部总区辖下的策划组，负责策划有关兴建新消防局、救护站、训练设施的事宜和资源调配工作，并监察部门基本工程项目的进度。策划组亦会从行动角度，就地区发展计划及城市和商业项目研究报告提供意见。

为配合本港的持续发展，消防及救护学院于二零一六年三月正式投入服务。截至二零一六年年底，全港共有81间消防局、39间救护站、六间灭火轮消防局、两间海上救援局和一个潜水基地，分布于全港各区策略性位置，务求不同地区发生紧急事故时，都能在相应的规定／目标召达时间内派员到达现场处理。

Planning

The Planning Group under the Headquarters Command is responsible for planning new fire stations, ambulance depots, training facilities and deployment of resources, as well as monitoring the progress of departmental capital works projects. From the operational viewpoint, the Group also offers advice on district development plans and study reports on municipal and commercial projects.

To keep pace with Hong Kong's continuous development, the Fire and Ambulance Services Academy was officially opened in March 2016. At the end of 2016, there were altogether 81 fire stations, 39 ambulance depots, six fireboat stations, two sea rescue berths and a diving base operating throughout the territory. They are strategically located within the Hong Kong territories so as to enable the responses to emergencies in different areas are within the corresponding graded/target response time.

管理

总部总区辖下的管理组，负责统筹、分配和有效使用部门的现有资源，以及处理各总区调配人手的行政事宜。管理组亦负责拟备、检讨和更新部门的政策和训令；处理以资源作非紧急用途的申请；统筹部门处所及宿舍的改善和保养工程；以及监督法律、纪律和职业安全健康事宜。管理组亦会安排内地和海外消防同业到访消防处。

资讯科技管理

资讯科技管理组负责监督部门所有资讯和通讯科技事宜，包括筹划资讯和通讯科技策略和保安措施，以及为配合电子政府措施和部门运作需要而进行资源分配。该组会监察与部门运作有关的资讯和通讯科技发展趋势和最佳作业方式，务求善用资讯和通讯科技，为市民提供高效率的服务。

工程及运输

工程及运输组负责所有与消防车辆、灭火工具和装备有关的工程事宜，并就评估新产品和装备、采购新消防车辆等事宜，向采购及物流组提供专业意见和技术支援。

消防处四个工程部由专业人员和具备有关技术资格的消防员组成，负责保养、检查和维修消防车辆和灭火救援装备，并改装消防车辆，以应付行动需要。工程部的紧急支援小组会到消防局，即场提供消防车辆和装备紧急维修服务。如发生大型火警和救援事故，紧急支援小组也会赶赴现场，即时提供技术支援。

Management

The Management Group of the Headquarters Command is responsible for the coordination, distribution and efficient use of existing resources in the Department, and administrative matters on the deployment of personnel in different Commands. It also prepares, reviews and updates the Department's policies and orders, processes requests for non-emergency use of resources, coordinates improvement and maintenance works for departmental premises and quarters, and oversees legal, discipline, occupational safety and health matters. The Group also arranges visits to the Department for Mainland and overseas counterparts.

Information Technology Management

The Information Technology Management Unit (ITMU) is responsible for overseeing all information and communications technologies (ICT) matters of the Department, including the planning of the ICT strategy and security, and the allocation of resources to meet E-government initiatives and the Department's business needs. The ITMU monitors ICT trends and best practices relevant to the business of the Department with a view to providing an efficient service to the public through the application of the ICT.

Workshops and Transport

The Workshops and Transport Division is responsible for all engineering matters relating to fire appliances, firefighting tools and equipment. It also provides professional advice and technical support to the Procurement and Logistics Group in the evaluation of new products and equipment, as well as the procurement of new fire appliances.

Staffed by professionals and technically qualified firemen, the four Fire Services workshops provide maintenance, servicing and repairs to fire appliances, firefighting and rescue equipment. Modifications of fire appliances are also carried out to meet the operational needs. The workshop's Emergency Backup Unit (EBU) provides emergency on-site repair services to fire appliances and equipment at fire stations. In major fire and rescue incidents, the EBU also attends the scenes to provide prompt technical support.

采购及物流

总部总区辖下的采购及物流组，由政府物流服务署人员和富行动经验的消防人员组成，负责策划、组织和推行部门的采购策略和政策，并以中央统筹模式处理所有采购项目。该组每年均会订定部门的采购优次和目标，亦负责制订有关采购及物流事宜的指引和训令；监察物料和装备开支；以及管理六个消防处物料供应仓，以配合部门的行动需要。

车辆

截至二零一六年年底，部门共有 1,062 部行动车辆，包括 439 部消防车辆、434 部救护车和 189 部其他类型的支援车辆。车上配备不同种类的工具和装备，以配合行动需要。

Procurement and Logistics

The Procurement and Logistics Group of the Headquarters Command is staffed by personnel from the Government Logistics Department and experienced fire officers. The Group is responsible for planning, organising and implementing the procurement strategy and policy of the Department by adopting a centre-led procurement model for all procurement projects. It sets out procurement priority and targets on a yearly basis. It also develops guidelines and instructions on procurement and logistics matters, monitors the expenditure on stores and equipment, and operates six departmental storehouses to fulfil the operational requirements of the Department.

Appliances

At the end of 2016, the Department had 1,062 operational vehicles comprising 439 fire appliances, 434 ambulances and 189 other supporting vehicles fitted with different types of tools and equipment to fulfil operational needs.



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装备及个人防护装备

部门不断检讨和物色先进而又符合最新标准的消防车辆、灭火救护和个人防护装备，以提升行动效率和加强个人安全。就此，消防工具及标准装载检讨委员会评估和检讨所有与灭火救援行动有关的装备；消防个人防护装备谘询委员会和救护个人防护装备谘询委员会定期评估和检讨所有个人防护装备。

为加强保障消防人员的安全和提升行动效率，部门已进行深入的市场调查，审慎检讨安全足踝靴的技术规格，确保足踝靴符合最新国际标准。此外，部门于年内就一款新的制服大衣展开跨部门测试，以便为消防处人员提供更舒适、功能表现更佳的制服大衣。

歇息区

部门非常重视属员在前线执行灭火救援任务时的实际需要。当发生三级或以上火警，或遇上酷热天气，而属员又须长时间工作，现场主管可要求消防通讯中心安排在事故现场附近设立「歇息区」，让前线属员工作一段时间后稍作休息，补充体力。「歇息区」设有流动帐幕和雾化风扇等相关设施，亦备有饮品及其他补给品。本处会继续优化「歇息区」的安排，以加强对前线属员的后勤支援，并提高对属员健康的保障，确保灭火和救援效率。

Equipment and Personal Protective Equipment

The Department keeps on reviewing and identifying fire appliances, firefighting and ambulance equipment and personal protective equipment of advanced technologies and the latest standards to enhance operational efficiency and personal safety. In this connection, the Fire Services Equipment and Standard Stowage Review Committee evaluates and reviews all equipment relating to firefighting and rescue operations, while the Fire Personal Protective Equipment Advisory Committee and the Ambulance Personal Protective Equipment Advisory Committee evaluate and review all personal protective equipment on a regular basis.

With a view to further enhance the safety and the operational efficiency of firefighters, the technical specifications of the safety ankle boots have been critically reviewed to meet the latest international standards through intensive market research. Moreover, the Department has launched a service-wide practical trial on a new uniform jacket in the year, so as to provide better functional performance and comfort to FSD personnel.

Rest Area

The Department attaches great importance to the actual needs of frontline members in firefighting and rescue operations. In the event of no. 3 or above alarm fires or very hot weather and long working hours, the incident commanders may request the Fire Services Communications Centre to arrange setting up rest areas near the incident scenes for frontline members to take some rest and restore energy after working for a period of time. Apart from the provision of beverages and other replenishments, the rest areas will also be equipped with relevant facilities such as mobile tents and cooling mist fans. The Department will continue to optimise the arrangements for rest areas to step up the logistical support for frontline members and better safeguard their health to maintain the efficiency of firefighting and rescue operations.



- 1 部门不时检视消防及救护车辆以配合行动需要，图为新引入的56米旋转台钢梯车。
The Department keeps on reviewing and identifying fire appliances and ambulances to meet operational need. Pictures show the newly introduced 56m Turntable Ladder.
- 2 工程及运输组工程师在德国进行56米旋转台钢梯车的接收测试。
The engineer of Workshops and Transport Division conducts factory acceptance test for 56m Turntable Ladder in Germany.
- 3-4 「歇息区」让前线属员工作一段时间后稍作休息，补充体力。
The Rest Area allows frontline members to take rest and restore energy after working for a period of time.