

# 人力資源管理

## HUMAN RESOURCES MANAGEMENT







### 編制

截至二零一六年年底，消防處的人員編制為10,301人，包括9,561名軍裝人員和740名文職人員。

### 財政

二零一五至一六和二零一六至一七財政年度，部門總開支分別為54.65億元和55.61億元，各佔有關年度政府總開支的1.6%。

### 招聘

二零一六年，消防處經嚴格甄選後，共聘任633名軍裝人員，包括84名消防隊長(行動)、23名救護主任、13名消防隊目(控制)、282名消防員(行動/海務)、兩名消防員(工程組)和229名救護員。年內亦有六名二級工人受聘。

### 培訓和發展

#### 消防及救護學院

消防及救護學院於二零一六年年初啓用，提供526個訓練宿位，主要為新入職的消防和救護人員提供基礎訓練，並為現職屬員提供持續的在職專業培訓。學院讓消防和救護人員有更多機會一同操練，從而提高他們處理緊急事故的協調和應變能力。學院亦為其他政府部門、私營機構、市民和海外同業提供消防和救護相關訓練課程。

### Establishment

The Department has an establishment of 10,301 at the end of 2016, comprising 9,561 uniformed and 740 civilian staff.

### Finance

In the 2015-16 and 2016-17 financial years, the total expenditure of the Department amounted to \$5,465 million and \$5,561 million respectively, both representing 1.6% of the total government expenditure of the corresponding years.

### Recruitment

In 2016, a total of 633 uniformed staff were recruited after stringent selection processes, including 84 Station Officers (Operational), 23 Ambulance Officers, 13 Senior Firemen/Firewomen (Control), 282 Firemen (Operational/Marine), two Firemen (Workshops) and 229 Ambulancemen/Ambulancewomen. Six Workmen II were also recruited during the year.

### Training and Development

#### Fire and Ambulance Services Academy

Commissioned in early 2016, the Fire and Ambulance Services Academy provides 526 residential training places for both newly recruited and serving fire and ambulance personnel for foundation training and continuous professional in-service training. The Academy provides more opportunities for fire and ambulance personnel to be trained together, thereby enhancing their coordination and ability to respond to emergencies. It also provides fire and ambulance-related training courses to other government departments, private sectors, members of the public and overseas counterparts.





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**1-2** 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 the FSD at the Career Expo.

**3** 時任政務司司長林鄭月娥在消防及救護學院結業會操中檢閱一批結業學員。  
The then Chief Secretary for Administration, Mrs Carrie Lam, reviewing graduates at a passing-out parade held in the Fire and Ambulance Services Academy.

**4** 結業學員在結業會操上示範大型滅火救援行動。  
The graduates demonstrate major firefighting and rescue operation during the passing-out parade.



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學院為新聘的消防隊長和消防員，提供為期26周的留宿基礎訓練。訓練課程內容廣泛，涵蓋部門行政、基本滅火和救援技巧、管理和領導才能、消防學、消防工程學、消防車輛及裝備應用、室內煙火特性訓練、呼吸器操作、基本救護學、體能訓練、防火和法例。新聘的救護主任和救護員亦須在學院接受為期26周的基礎訓練，內容包括基本輔助醫療知識和技術、法例、情緒智商、體能訓練和救護車隨車實習。二零一六年，共有64名消防隊長學員、23名救護主任學員、185名救護員學員和142名消防員學員完成基礎訓練。

學院亦為消防隊目(控制)和消防員(工程組)提供基礎訓練。年內有13名消防隊目(控制)學員和一名消防員(工程組)學員完成訓練。

本處又為屬員開辦各種室內煙火特性訓練課程，以提高屬員的專業知識和滅火技能。二零一六年，共有48名行動組屬員取得煙火特攻員資格、319名新聘人員完成初級課程，以及24名見習消防隊長參加室內煙火特性訓練中級課程；另有374名行動組屬員參加室內煙火特性訓練一天課程。此外，學院為外地同業和私營機構提供滅火技巧訓練。二零一六年，有33名澳門消防人員、146名內地消防人員和356名私營機構僱員完成有關基本滅火技巧、呼吸器、火警調查、高空拯救，以及油庫、樓宇結構和高樓大廈滅火的課程。

學院設有一系列先進的模擬訓練設施，為消防處屬員提供處理涉及鐵路、隧道、船隻、飛機和燃料庫等事故的多元化訓練，以及高空拯救、坍塌搜救和室內煙火特性方面的專業訓練，藉以加強屬員應付大型事故的能力。

The Academy provides a 26-week foundation residential training to recruit Station Officers and Firemen. A wide curriculum for the foundation training includes departmental administration, basic firefighting and rescue techniques, management and leadership, fire science, fire engineering, use of appliances and equipment, compartment fire behaviour training, breathing apparatus operation, basic ambulance aid, physical fitness training, fire protection and legislation. In addition, newly recruited Ambulance Officers and Ambulancemen/Ambulancewomen will undergo a 26-week foundation training in the Academy, which comprises basic paramedic knowledge and skills, legislation, emotional intelligence, physical fitness training and on-car attachment. In 2016, 64 Recruit Station Officers, 23 Recruit Ambulance Officers, 185 Recruit Ambulancemen and 142 Recruit Firemen completed the foundation training.

Foundation training is also provided for Senior Firemen/Firewomen (Control) and Firemen (Workshops) at the Academy. During the year, 13 Recruit Senior Firemen/Firewomen (Control) and one Recruit Fireman (Workshops) completed their training.

The Department organised various kinds of compartment fire behavior training (CFBT) to enhance staff members' professional knowledge and firefighting skills. In 2016, 48 operational members attained the Compartment Fire Attacker qualification, 319 new recruits completed induction course and 24 Probationary Station Officers attended CFBT intermediate course. A total of 374 operational members attended one day CFBT course. The Academy provides training on firefighting techniques to overseas counterparts and private organisations. In 2016, 33 Fire Officers from Macao, 146 Fire Officers from Mainland and 356 employees from private organisations completed courses on basic firefighting, breathing apparatus operation, fire investigation, high angle rescue, and firefighting for oil tank, building structure and high-rise building.

Equipped with a wide range of advanced simulated training facilities, the Academy can provide Fire Services members with diversified training on the handling of incidents involving railway, tunnel, vessel, aircraft and fueling facility, as well as specialised training on high angle rescue, urban search and rescue and compartment fire behavior, so as to strengthen their capacity in dealing with large scale incidents.



## 滅火訓練樓

滅火訓練樓是一座先進的室內實火訓練設施，用以提升消防人員處理各類火警事故的能力。滅火訓練樓模擬多個室內場景，包括舊式建築物分間單位、酒店、工業大廈和卡拉OK處所發生的火警。設施能營造逼真的實火、高溫、聲效和濃煙密布的場景，使學員能在安全並受控制的環境下學習滅火和救援技巧。

## 救援訓練樓

救援訓練樓樓高十層，不同樓層和外牆設置多種模擬場景，包括購物中心、舊式住宅樓宇、公共屋邨、工廠和玻璃幕牆商廈，另又模擬有人被困升降機的場景，讓學員能實習各類建築物的滅火、救援和傷者處理策略和技巧。這幢訓練樓亦有助高空拯救專隊進行專項訓練。

## Burn House

The Burn House is an advanced indoor live fire training facility which can enhance the firefighters' capability in handling various types of fire incidents. It simulates a number of indoor fire scenarios, including subdivided units in old-style buildings, hotels, industrial buildings and karaoke establishments. Vivid live fire, high temperature, audio effect and smoke-filled environments are simulated to help trainees acquire firefighting and rescue techniques in a safe and controlled environment.

## Rescue Training Tower

The Rescue Training Tower is a 10-storey building in which an array of settings including shopping centre, old-style residential building, public housing estate, industrial and commercial building with curtain wall are simulated on different floors and at the building façade. Scenarios of people being trapped/shut in a lift are also simulated. Trainees can practice strategies and techniques of firefighting, rescue and causality handling in various kinds of buildings. The Tower can also facilitate the specialised training of the High Angle Rescue Team.



**1-2** 滅火訓練樓(圖1)和救援訓練樓(圖2)讓學員在安全及受控制的環境下學習滅火和救援技巧。  
The Burn House (photo 1) and Rescue Training Tower (photo 2) enable trainees to acquire firefighting and rescue techniques in a safe and controlled environment.



### 室內煙火特性訓練

在室內滅火行動中，消防人員經常面對極為危險的閃燃與回燃現象。室內煙火特性訓練設施可模擬通風和閃燃效果，讓消防人員練習各種滅火戰術。這項訓練有助加強消防人員在極高溫和高煙密布情況下的應變能力和適應力。室內煙火特性訓練室是一座三層高的構築物，由19個40呎長的貨櫃改裝組合而成，當中闢有大小不一的房間，由走廊和內部樓梯互相連接。訓練室的指定監測點裝有熱電偶，用作量度和記錄訓練時的溫度。訓練室地下共有四個點火區；點火區產生的熱煙可經送煙口送往一樓和二樓，以模擬不同類型的火場情景，讓學員實習不同的搜救和通風策略。

此外，回燃示範室全長六米，裝有防火隔層和溫度監測系統，用以示範火警進程和極端煙火特性。受訓人員可在安全距離觀察火勢發展的不同階段和極端煙火特性（例如閃燃和回燃現象）的徵兆。

### Compartment Fire Behaviour Training

Firefighters constantly face extreme threats of flashovers and backdraughts during indoor firefighting operations. The Compartment Fire Behaviour Training (CFBT) facility can simulate ventilation and flashover effects for firefighters to practice different firefighting tactics. The CFBT helps enhance the response capability and readiness of firefighters to work under extreme heat and smoke-filled conditions. The CFBT simulator is a 3-storey structure which is constructed by 19 freight containers. The 40-foot containers were remodeled to become a multi-storey training compartment with rooms of different size which are connected by corridors and internal staircases. Thermocouples are installed in designated monitoring points to measure and record the temperature during training. A total of four fire zones are located on ground floor of the compartment. Hot smoke generated from fire zones can be diverted to 1/F and 2/F by hatches to simulate different kinds of fire scenarios for trainees to practice different search and rescue and ventilation strategies.

In addition, the Backdraught Demonstration Unit is a 6m-long structure with fire protection lining and a temperature monitoring system. The Unit is used to demonstrate fire progression and extreme fire behaviours. Trainees can observe at a safe distance the various stages of fire development as well as signs and symptoms of extreme fire behaviors such as flashovers and backdraughts.

- 1 回燃示範室讓受訓人員可以在安全距離觀察火勢發展的不同階段和極端煙火特性（例如閃燃和回燃現象）的徵兆。  
The Backdraught Demonstration Unit let trainees observe at a safe distance the various stages of fire development as well as signs and symptoms of extreme fire behaviors such as flashovers and backdraughts.
- 2 消防和救護人員可利用模擬鐵路站和列車設施，實習拯救被困者的救援技巧，以及穩定車輛和處理大量傷者的方法。  
Firefighters and ambulance personnel can practice rescue techniques on extrication, vehicle stabilisation and mass casualty handling at the simulated railway station and train facility.
- 3 學員在船隻火警模擬設施進行船上滅火訓練。  
Trainees practising firefighting on board a vessel at the ship fire simulator.





## 交通事故訓練

學院設有模擬鐵路站和列車隧道，可讓消防和救護人員進行大型鐵路事故和列車火警的模擬訓練，藉以實習行動程序、疏散策略、滅火技術和處理大量傷者的方法。學院亦設有模擬行車隧道和高速公路，可讓受訓人員進行涉及重型車輛、巴士、私家車或油缸車等嚴重交通事故的模擬訓練。消防和救護人員可利用這些設施，實習拯救被困者的救援技巧，以及穩定車輛和處理大量傷者的方法。

## 水上事故訓練

船隻火警和急流拯救的模擬設施，可為消防人員提供全面的水上事故訓練，以提升他們在船上滅火或進行水上救援行動的技術。船隻火警模擬設施模擬一艘四層高船隻，最低層仿照貨船設計，另外三層則仿照郵輪設計，當中設有客艙、機房、熱油管道等場景，可模擬實火情境。急流拯救模擬設施則模仿湍急的河道，用以提升學員在應對水浸事故時的拯救技巧和應變能力。

## Traffic Incident Training

The simulated railway station and rail tunnel at the Academy can provide simulation of large-scale railway incident and train fire, thereby enabling firefighters and ambulance personnel to practice the operational procedure, evacuation strategy, firefighting techniques and handling of mass casualties. The simulated road tunnel and highways can also provide simulation of large-scale road traffic accidents involving heavy vehicles, buses, private cars or oil tanker. By utilising these facilities, firefighters and ambulance personnel can practice rescue techniques on extrication, vehicle stabilisation and mass casualty handling.

## Aquatic Incident Training

The ship fire simulator and the swift water rescue simulator provide comprehensive aquatic incident training for firefighters to enhance their skills in firefighting on board a vessel or conducting water rescue operations. The ship fire simulator simulates the environment of a four-deck ship, in which the lowest deck is modeled on a cargo ship while the other three decks a cruise liner. The mock-up ship can simulate live fire scenarios in passenger compartment, engine room and heated oil piping etc. The swift water rescue simulator simulates a swift water channel to enhance trainees' rescue techniques and response capability to cope with flooding incidents.







- 1** 模擬飛機火警訓練設施提供逼真的訓練場地予消防人員實習。  
The aircraft fire simulator provides a realistic training venue for firefighters.
- 2** 模擬塔式起重機為學員提供場景進行高空拯救技術訓練。  
The simulated tower crane provides training on high angle rescue techniques.
- 3-4** 學員在坍塌搜救訓練場進行模擬樓宇倒塌場景的搜救訓練。  
Training on search and rescue operations at the Urban Search and Rescue Training Ground which simulates a building collapse scenario.

### 燃料庫和加油站事故訓練

在貯油庫發生的事故可能涉及火警和漏油。油庫模擬設施可模擬油庫發生火警時的情況，加強消防人員在這方面的訓練。石油氣貯存缸模擬設施為學員提供寶貴機會，學習如何正確處理涉及石油氣缸的火警。加油和加氣站模擬設施有助加強滅火訓練和應對涉及大量傷者的救援行動。

### 飛機事故訓練

處理飛機事故的滅火和救援技巧有別於其他大型事故。模擬飛機火警訓練設施設有不同類型的模擬飛機，例如空中巴士 A380 和波音 B767，提供逼真的訓練場地，讓消防、救護與調派及通訊組人員實習有關的行動程序、疏散策略和滅火技術，以提升他們處理涉及大量傷者事故的應變能力。

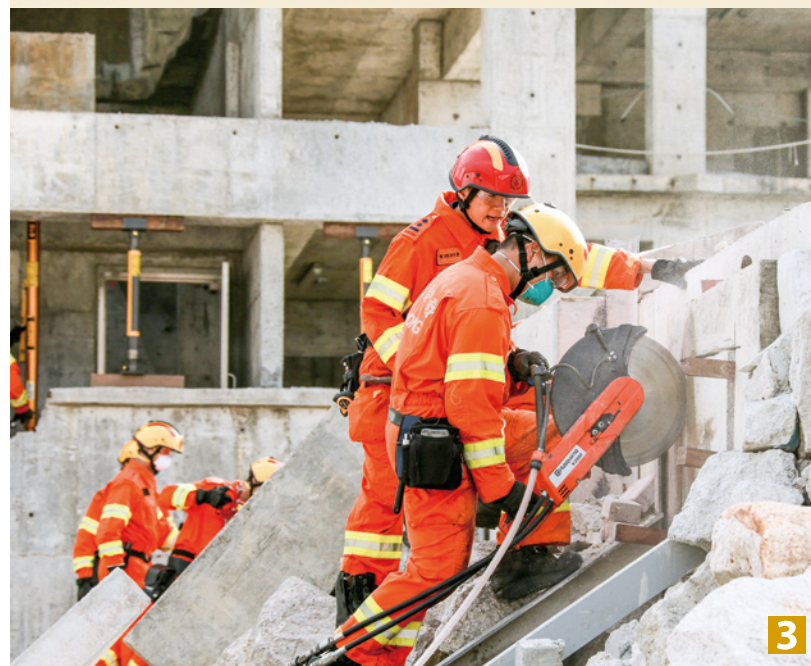
### Fuel Tank and Petrol Filling Station Incident Training

Incidents at oil depots may involve fire or oil spillage. Oil tank simulator can create the circumstances of an oil tank fire which will strengthen the firefighters' training in this respect. The liquefied petroleum gas (LPG) tank simulator provides valuable opportunities for trainees to learn how to properly handle fires involving an LPG tank. The fuel and LPG filling station simulator strengthen the training on firefighting and rescue operations involving multiple casualties.

### Aircraft Incident Training

The firefighting and rescue techniques for aircraft incidents are different from those employed in other major incidents. The aircraft fire simulator, featuring different types of aircrafts such as Airbus A380 and Boeing B767, provides a realistic training venue for firefighters, ambulance personnel and the Mobilisation and Communications Group members to practice the operational procedure, evacuation strategy and firefighting techniques, thereby enhancing their response capabilities in handling multiple casualties incidents.





### 高空拯救訓練

高空拯救專隊負責在高空環境執行救援行動，例如纜車、塔式起重機、橋塔、建築地盤棚架和高樓大廈的吊船。特種救援訓練場設有不同的高空拯救訓練設施，包括高空拯救訓練塔、模擬塔式起重機和模擬懸吊纜車系統，為學員提供各類場景的高空拯救技術訓練。

### 坍塌搜救訓練

坍塌搜救專隊負責在發生構築物坍塌、山泥傾瀉或其他重大事故時，搜救被困或埋在瓦礫下的人。坍塌搜救訓練場模擬樓宇倒塌場景，讓學員可以在惡劣環境下（例如山泥傾瀉和樓宇倒塌事故）進行搜救行動訓練。場內亦建有地下混凝土管道，供學員在安全的模擬實境中進行救援和處理傷者的訓練。

### High Angle Rescue Training

The High Angle Rescue Team (HART) carries out rescue operations at high angle locations such as cable cars, tower cranes, bridge towers, scaffoldings at construction sites and suspended working platforms of high-rise buildings. The Technical Rescue Training Area comprises various high angle training facilities including a high angle rescue tower, a simulated tower crane and a simulated cable car system, and provides training on high angle rescue techniques in various scenarios.

### Urban Search and Rescue Training

The Urban Search and Rescue (USAR) Team carries out search and rescue of victims who are trapped or buried underneath the rubble after structural collapse, landslides or other major incidents. The Urban Search and Rescue Training Ground, which simulates building collapse scenarios, provides training on search and rescue operations under adverse circumstances such as landslides and building collapse incidents. An underground concrete conduit is also built to enable trainees to conduct rescue and casualty handling training in a realistic but safe environment.

### 模擬危害物質事故訓練

要應付涉及危害物質(例如化學品和放射性物質)的事故,專業知識、技術、工具和訓練缺一不可。模擬危害物質事故訓練區設有模擬氣體泄漏室、危害物質實驗室、危險品倉庫和氯氣貯存倉,可就處理危害物質事故時的行動策略、各種探測器和防護裝備的使用技巧,以及密封和洗消技術提供有關訓練。

### 救護訓練

除了提供救護基礎訓練外,本處亦為在職救護人員開辦其他專門訓練課程。二零一六年,有12名救護人員完成特種救援隊(救護)訓練課程,另有228名具備二級急救醫療助理資格的救護員參加為期一天的領袖訓練課程。此外,救護人員晉升為隊目級人員後,學院會為他們提供隊目級人員指揮才能訓練課程,以提高他們在領導才能、管理、溝通、顧客服務和處理大型事故方面的技能和知識。部門又會挑選部分隊目級人員,安排他們修讀救護總區教官資格檢定課程,通過各種講座和實踐課程,提升教學和心理動作技巧,以及增進有關成人學習理論的知識。另外,學院開辦基本救護學課程和先遣急救員救護學進階課程,分別供新入職和在職的消防人員修讀。

學院不但開設社區心肺復甦法課程供市民報讀,還為政府不同部門的員工提供自動心臟去顫法訓練及其後的重新考核訓練。二零一六年,有677名市民接受社區心肺復甦法訓練;另有1,060名和19名來自其他政府部門的員工,分別接受自動心臟去顫法訓練及相關的重新考核訓練。自《2015年美國心臟協會心肺復甦與緊急心臟照護準則更新資訊》發布後,消防處已把當中重點納入有關施行復甦法的部門指引。新指引於二零一六年八月一日實施,消防處所有屬員均據此接受訓練。

### Simulated HazMat Training

Professional knowledge, techniques, tools and training are instrumental in dealing with incidents involved hazardous materials (HazMat) such as chemicals and radioactive materials. The simulated HazMat training area, which comprises a simulated gas leakage chamber, a HazMat laboratory, a dangerous goods store and a chlorine store, provides training on operational strategies, skills in using detectors and protective equipment, and the sealing and decontamination techniques in handling HazMat incidents.

### Ambulance Training

Apart from the ambulance foundation training, other specialised training courses are also offered for serving ambulance personnel. In 2016, 12 ambulance personnel have completed the Special Rescue Squad (Amb) training course and 228 Ambulancemen with Emergency Medical Assistant II (EMA II) qualification have received the One-day Leadership Training Course. In addition, the Academy provides Non-Commissioned Officer (NCO) (Ambulance) Command Course for ambulance personnel who have been promoted to the rank of NCO to enhance their skills and knowledge in leadership, management, communication, customer service and handling of major incidents. The Ambulance Command Instructor Qualifying Course is also provided to selected NCOs to enhance their instructional techniques, psychomotor skills and knowledge on adult learning theory through various lectures and practical sessions. Besides, the Basic Ambulance Aid training for recruit fire personnel and the Advanced Ambulance Aid training at First Responder level for serving fire personnel are also conducted.

The Academy not only organises Community Cardio-pulmonary Resuscitation (CCPR) training for members of the public but also Public Access Defibrillation (PAD) training and subsequent recertification training for staff of different government departments. In 2016, 677 members of the public received the CCPR training, while 1,060 and 19 staff members of other government departments received the PAD training and PAD recertification training respectively. Upon the release of 2015 American Heart Association Guidelines Update for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care, the FSD had incorporated essential elements into departmental resuscitation guidelines. The new guidelines were implemented on August 1, 2016 with all members of the FSD being trained accordingly.





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- 1-2** 學院內的模擬救護車廂(圖1)及多項訓練設施讓救護學員學習處理不同情境的大型事故。  
The Simulated Ambulance Compartment (photo 1) and various training facilities in the Academy enable ambulance trainees to learn to handle multiple casualties incident in various scenarios.
- 3** 救護人員在學院實習訓練室內示範對傷者進行創傷生命支援術。  
Demonstration on trauma life support to casualty by ambulance personnel in the Practical Training Room of the Academy.

## 駕駛訓練

駕駛訓練中心設有先進的駕駛訓練模擬設施和指定訓練場地，供消防和救護人員作緊急駕駛訓練之用。此外，學院內的道路網絡設計亦模擬香港的道路系統，讓學員有更豐富的駕駛經驗。

## Driving Training

The Driving Training Centre provides an advanced driving training simulator and a designated training ground for training both fire and ambulance personnel on emergency driving. The road network at the Academy is also designed to simulate the road system in Hong Kong to enrich the trainees' driving experiences.



### 消防及救護教育中心暨博物館

消防及救護學院附設消防及救護教育中心暨博物館，教導市民消防安全和急救知識。館內亦展出消防、救護與調派及通訊組人員的制服，以及各類消防裝置、消防車輛、救護車、設備和工具。

### Fire and Ambulance Services Education Centre cum Museum

The Fire and Ambulance Services Education Centre cum Museum is set up at the Academy to promote fire safety and first aid knowledge to the general public. Uniforms of fire and ambulance personnel as well as Mobilising and Communications Group are on display. There are exhibitions of fire service installations, fire appliances, ambulances, equipment and tools.





### 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事故的技巧。中心設有多種先進的訓練設施，可提供模擬隧道和迷宮進行搜索和救援訓練，以及在不同情況下進行實火訓練。二零一六年，共有3,776名屬員接受訓練。

### 馬鞍山輔助醫療訓練中心

馬鞍山輔助醫療訓練中心為各級救護人員提供專門的輔助醫療訓練，包括二級急救醫療助理訓練、二級急救醫療助理重新考核課程、高級技術訓練和持續醫療教育課程等。在二級急救醫療助理訓練方面，部門會挑選有潛質的救護人員修讀訓練中心開辦的訓練課程，為期21周。修畢課程的人員將合資格成為二級急救醫療助理。該項資格獲加拿大卑詩省同濟專科學院輔助醫療學校認可，並須每三年重新評審一次。部門又會挑選部分二級急救醫療助理在訓練中心接受高級技術訓練，包括修讀高級氣道處理課程和高級治理程序課程。有關人員取得資格後可應用高級技術提供救護服務，其資格每六個月重新評核一次。

### West Kowloon Rescue Training Centre

The West Kowloon Rescue Training Centre (RTC) provides continuous training programmes to strengthen the skills of the fire personnel in tackling different types of fires and incidents. RTC is equipped with a wide variety of advanced training facilities to provide search and rescue training at a simulated tunnel and maze, and live fire training in different situations. A total of 3,776 members attended the training in 2016.

### Ma On Shan Paramedic Training Centre

Ma On Shan Paramedic Training Centre (PTC) provides specialised paramedic training to ambulance personnel of different ranks. The specialised paramedic training includes Emergency Medical Assistant II (EMA II) training, EMA II Recertification, Advanced Skill Training and Continuing Medical Education (CME), etc. For EMA II training, ambulance personnel with great potential will be selected to attend a 21-week training course provided by PTC. Successful candidates will be qualified as EMA II providers. This qualification is accredited by the Paramedic Academy of Justice Institute of British Columbia, Canada and the qualified EMA II providers have to be revalidated every three years. Selected EMA II providers will be trained with advance skills by PTC. The Advanced Skill Training includes Advanced Airway Management and Advanced Protocol Treatment. All qualified Advanced Skill Providers will be reassessed in every six months.



- 1-4** 消防及救護教育中心暨博物館展出不同年代的消防及救護人員工作服、消防和救護車輛、設備和工具等。

The Fire and Ambulance Services Education Centre cum Museum features exhibitions of Fire Services uniforms in different era, fire appliances and ambulances, equipment and tools etc.

- 5** 馬鞍山輔助醫療訓練中心為各級救護人員提供專門的輔助醫療訓練。  
Ma On Shan Paramedic Training Centre provides specialised paramedic training to ambulance personnel of different ranks.



## 人力資源管理 Human Resources Management

### 管理和發展培訓

二零一六年，有1,355名屬員修讀公務員培訓處開辦的各項管理、法律、領導才能、溝通和國家事務研習課程，以助發展事業。年內亦有121名屬員分別前往英國、美國、法國、西班牙、瑞士、加拿大、澳洲、泰國、新加坡和內地修讀不同的訓練課程。

### 體能訓練

體能訓練組為本處人員提供體能訓練，並推廣體育活動，務求屬員保持體格強健。本處屬員的周年體能測驗由耐力跑和體能測驗兩部分組成。二零一六年，有8,194名屬員接受測驗，當中35.8%取得最高的「優異」(1/A或1\*/A\*)等級，只有約1.15%的屬員需要覆試。

體能訓練組人員經常獲委派協助籌辦消防處的各項體育活動，例如陸運會、水運會和越野賽，並在活動中擔任裁判。此外，該組人員亦經常獲本地和國際慈善團體邀請，於體育活動擔任裁判，例如第三屆香港器官移植及透析人士運動會、樂施毅行者等。他們又代表本處參與匡智慈善跑樓梯大賽等慈善活動和賽事。

### Training on Management and Development

For career development, 1,355 Fire Services members attended various courses on management, law, leadership, communication and China studies organised by the Civil Service Training and Development Institute in 2016. During the year, 121 members attended various training programmes in the United Kingdom, the United States of America, France, Spain, Switzerland, Canada, Australia, Thailand, Singapore and the Mainland China.

### Physical Training

The Physical Training Establishment (PTE) provides physical training and promotes sports activities for the Fire Services members so as to maintain their good physical condition. The annual Physical Fitness Assessment for the Fire Services members consists of two parts – Aerobic Run and Strength Test. Out of the 8,194 Fire Services members who took part in the assessment in 2016, 35.8% achieved the top grading of 1/A (or 1\*/A\*) and about 1.15% needed to be reassessed.

The PTE staff are often deployed to assist in organising and act as referees at Fire Services sports events such as athletic meets, swimming galas and cross-country runs. Moreover, they are often invited by local and international charitable associations to act as referees for sports events such as the 3rd Hong Kong Transplant and Dialysis Games and the Oxfam Trailwalker competitions. They also represent the Department to participate in charitable events/competitions such as the Hong Chi Climbathon.





- 1-3** 學員在體能訓練導師協助下進行各項體能訓練。  
Recruits undergo various physical training under the supervision of the Physical Training Instructors.
- 4** 伙伴團隊成員接受輔導技巧訓練。  
Members of the Peer Support Team receive training on counseling skills.

## 專責隊伍和興趣小組

### 伙伴團隊

消防處致力維持高效的工作環境，屬員如因工作或日常生活的轉變和挑戰而情緒受到困擾，處方必定提供協助。為協助同事紓解壓力，部門於二零零九年成立壓力輔導組。該組於二零一六年六月易名為「伙伴團隊」，目前約有 80 名屬員自願擔任伙伴輔導員。二零一六年，伙伴團隊處理 13 宗屬員因事故而需要紓解壓力的個案。輔導員提供的專業輔導服務，幫助不少本處人員維持安全、健康和積極的工作氣氛。由於伙伴團隊的成員須於休班時間提供服務，他們樂於助人的熱忱深受讚許。

## Specialist Teams and Interest Groups

### Peer Support Team

The FSD is committed to maintaining a productive workplace and supporting its staff in tackling the emotional stress arose from changes and challenges in their work and everyday lives. To help staff members relief their stress, the Stress Counselling Team has been set up since 2009. The team was renamed as Peer Support Team (PST) in June 2016 and comprised of about 80 volunteer Fire Services members served as stress counselors. In 2016, PST has handled 13 incident-related stress-relieving cases. Professional counseling services offered by PST members have already assisted many FSD personnel in maintaining a safe, healthy and positive working atmosphere. As PST members had to provide service during off-duty time, their enthusiasm was highly appreciated.





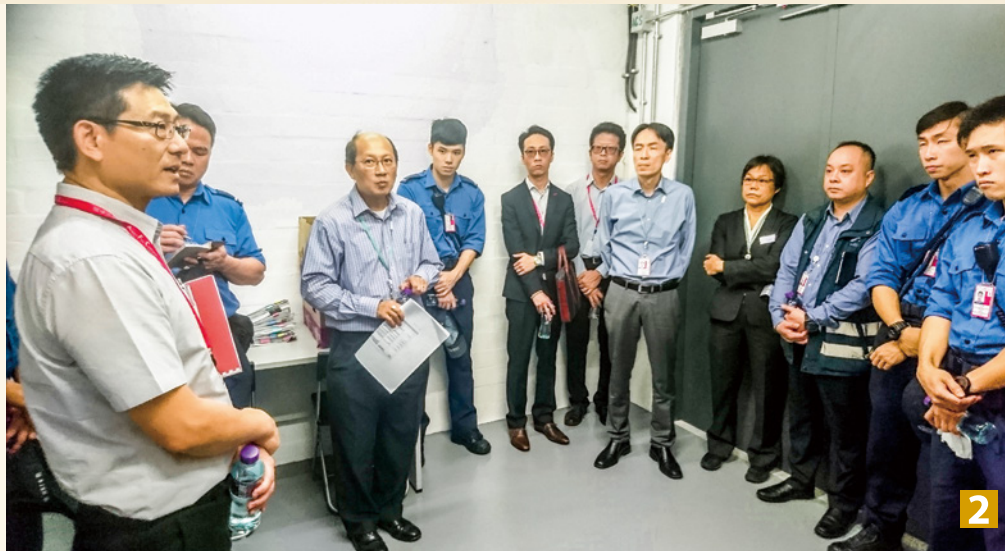
- 1** 火警調查組人員於油塘茶果嶺村二級火警現場協助火警調查。  
Members of the Fire Investigation Group assist in the fire investigation of a no. 2 alarm fire at Cha Kwo Ling Tsuen in Yau Tong.
- 2** 消防工程學興趣小組參觀香港國際機場中場客運廊，了解該處的消防工程學設計。  
The Fire Engineering Interest Group visit the Mid Field Concourse of the Hong Kong International Airport to learn about the application of fire engineering design there.
- 3** 消防工程研究先鋒計劃成員在韓國出席國際研討會，並簡述有關摩天大樓通風系統防火策略的研究結果。  
Mentees of the mentorship programme present their research findings on natural ventilation to fire protection strategy for supertall buildings at an international conference in South Korea.

### 火警調查組

火警調查組就火警調查工作提供技術和後勤支援，並為本處屬員提供火警調查的專門訓練。該組成員有國際縱火調查人員協會認可火警調查員、火警調查訓練專家、總區火警調查員和其他有興趣的消防主任。火警調查訓練專家義務為本處各級屬員提供相關訓練；國際縱火調查人員協會認可火警調查員和總區火警調查員則負責於火警調查期間，為前線人員提供支援。二零一六年，有九總區火警調查員獲委派協助調查火警源頭和成因。此外，年內兩名消防主任取得國際縱火調查人員協會認可火警調查員資格；25名消防主任響應招募，擔任總區火警調查員。本處又為屬員舉辦研討會、訓練課程和工作坊等一連串培訓活動，加強他們在火警調查方面的知識和才能。年內，有13名消防主任前往美國、新加坡和泰國，參加各類與火警和縱火調查有關的海外課程和見習計劃。

### Fire Investigation Group

The Fire Investigation Group provides technical and logistic support for matters related to fire investigations, as well as specialised training on fire investigation to Fire Services members. The group is composed of International Association of Arson Investigators Inc. Certified Fire Investigators (IAAI-CFI®), Specialists of Fire Investigation Training, Command Fire Investigators and other interested fire officers. Amongst all, the Specialists voluntarily conduct relevant training to Fire Services members of different ranks, while the IAAI-CFI® and Command Fire Investigators take up the responsibility to support frontline officers during fire investigations. In 2016, nine Command Fire Investigators were turned out to assist in fire investigations into the origins and causes of fires. Besides, two fire officers attained the qualification of IAAI-CFI® and 25 fire officers were recruited as Command Fire Investigators during the year. A series of training including seminars, training courses and workshops were also organised for Fire Services members to enhance their knowledge and competency on fire investigations. During the year, 13 fire officers had attended various overseas courses and attachment programmes on fire and arson investigation in the United States of America, Singapore and Thailand.



### 消防工程學興趣小組

為豐富本處屬員的消防工程學知識，並為持續發展和應用消防工程設計，部門在二零一零年十一月成立消防工程學興趣小組。自二零一一年起，小組聯同香港理工大學合辦消防工程研究先鋒計劃，促進成員的專業知識。

二零一六年，四名參與計劃的成員就消防安全設施對摩天大廈自然通風的影響、住宅花灑系統的物理特性，以及長隧道的消防安全管理進行研究，並在澳洲、台灣、南韓和廣州的國際會議上進行四次簡介會，簡述研究結果。年內，部門還舉辦了一次技術考察，安排成員及其他屬員參觀香港國際機場的中場客運廊，增進各人在應用消防工程學設計方面的知識。

### Fire Engineering Interest Group

To enrich fire engineering knowledge among Fire Services members and sustain the development and application of fire engineering design, a Fire Engineering Interest Group was established in November 2010. In collaboration with the Hong Kong Polytechnic University, the Group has organised a joint mentorship programme to foster professionalism in fire engineering since 2011.

In 2016, four mentees of this programme conducted researches on fire safety provisions' effect on natural ventilation in supertall buildings, physical characteristic of domestic sprinklers and fire safety management in long tunnels. The mentees also conducted four presentations of their research findings at international conferences in Australia, Taiwan, South Korea and Guangzhou. Furthermore, a technical visit to Midfield Concourse of the Hong Kong International Airport was organised to broaden the members' knowledge on application of fire engineering design.



### 誠信管理委員會

消防處致力時刻秉持高的操守，為公眾提供優質服務。誠信管理委員會於二零零七年成立，負責制訂《行為與紀律守則》、訂定預防措施，以及舉辦各項推廣活動，推動屬員持廉守正。

自二零一四年起，各總區亦成立總區誠信管理委員會，由副消防總長或副救護總長領導有關工作。屬員的意見和建議可由總區的委員會處理，總區的委員會因此可因應總區的工作性質和需要，安排適合的研討會、學習教材和活動。

在二零一六年舉辦的各項推廣活動中，「誠信短片創作比賽2016」是年度的重點項目。得獎短片已上載部門內聯網，提醒屬員須時刻秉持廉直守紀、奉公以誠的工作態度。其他活動還包括誠信管理競技大賽、誠信管理海報設計比賽和誠信管理廣播劇比賽，本處屬員均踴躍參與。

### 其他專責隊伍和興趣小組

其他專責隊伍和興趣小組包括紀律專責隊伍、消防車輛車廂及工具儲物櫃設計／裝置改良興趣小組、消防車輛興趣小組及消防個人防護裝備諮詢委員會，詳情可掃描以下二維碼查閱。



### Integrity Management Committee

The Department aims to uphold high standards of integrity and provide quality services to the public at all times. The Integrity Management Committee, established in 2007, formulates Code of Conducts and Discipline, sets up preventive measures and organises various promotional events to promote integrity among members.

A Command Integrity Management Committee, led by a Deputy Chief Fire Officer or Deputy Chief Ambulance Officer, has been set up in each Command since 2014. Opinions and ideas from members can be addressed by the Committee at Command level. Therefore, corresponding seminars, learning materials and activities will be made available to tie in with the Command's job nature and needs.

Among various promotional activities organised in 2016, the Integrity Management Video Clip Competition 2016 was the highlighted event of the year. The winning video clips, uploaded to departmental online platform, remind Fire Services members of the need to uphold their integrity and honesty in serving the public at all times. Other activities including Integrity Games Day, Integrity Poster Design Competition and Integrity Radio Drama Competition were also well received.

### Other Specialist Teams and Interest Groups

For information about other specialist teams and interest groups including Service Disciplinary Team, Fire Appliance Cabin and Locker Design / Modification Interest Group, Fire Appliance Interest Group and Fire Personal Protective Equipment Advisory Committee, please scan the QR code below.





**1** 為推廣部門誠信管理，本處邀請廉政公署社區關係處人員定期為消防處員工提供肅貪倡廉講座。  
To promote integrity management to FSD members, staff from ICAC's Community Relations Department has been invited to provide seminars on prevention of bribery and corruption regularly.



**2** 消防處誠信管理委員會舉辦「誠信短片創作比賽2016」，首長級人員與一眾參賽者及得獎者於頒獎典禮上合照。  
A group photo of directorate officers and the winners and participants at the prize presentation ceremony of the Integrity Management Video Clip Competition 2016.

## 福利

消防福利主任就傷病、住屋、財政和家庭等方面的福利事宜，為本處屬員提供意見。除了為屬員福利與政府部門和其他機構聯絡外，消防福利主任亦會安排探訪住院的屬員，並籌劃和推行員工福利計劃。二零一六年，消防福利主任與217名在職或退休屬員及其家屬面談，並就他們的個人和家庭事務提供輔導。

## Welfare

The Fire Services Welfare Officer (FSWO) gives advices to FSD members on welfare matters, including injury, sickness, housing, financial and domestic issues. Apart from liaising with government departments and other agencies on matters relating to the welfare of the Fire Services members, the FSWO also arranges visits to hospitalised members, and organises and implements staff welfare schemes. In 2016, the FSWO interviewed and counselled 217 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。各委員會和聯誼會提供有效的平台，讓管職雙方就共同關注的事宜交換意見。

為加深了解本處前線人員的需要，處長和副處長會探訪各前線單位，與不同級別的人員直接溝通，並與員工協會定期會面，商討關乎員工工作、福利、服務條件和福祉的事宜。在有需要時，處長和副處長亦會與員工進行磋商，就新的管理措施蒐集職方意見和因應職方關注的事項提供資料。

### 體育康樂

部門一向鼓勵屬員在工作家庭生活之間取得平衡，務求在體能和心理質素兩方面，均能符合應對緊急事故的嚴格要求。因此，香港消防處體育福利會積極舉辦各類體育賽事、興趣小組和康樂社交活動。這些活動深受歡迎，獲在職和退休屬員及其家人大力支持，踴躍參與。此外，各興趣小組和體育隊成員亦參加其他機構舉辦的體育和文化活動，成績美滿，令人鼓舞。

「2016/17年度消防處周年競跑暨家庭同樂日」於二零一六年十二月十七日在消防及救護學院圓滿舉行。超過600名屬員報名參加周年競跑；逾1,600名屬員家屬在輕鬆愉快的氣氛下歡度家庭日。

### 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, the Staff Relations Units of Commands and Divisions, and the Civilian Staff Consultative Committee. 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 the frontline staff members, the Director and Deputy Director pay visits to frontline units to communicate with staff of different ranks directly and meet with staff associations regularly to discuss issues affecting their work, benefits, conditions of service and well-being. They also hold discussions with staff as required to seek their views on new management initiatives and disseminate information on matters of interest.

### Sports and Recreation

The Department always strives to encourage its 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. With the full and active support from both serving and retired members as well as their families, the activities were welcomed by the members. In addition, members of various interest groups and sports groups also participate in external sports and cultural activities with encouraging and fruitful results.

The FSD Annual Run cum Family Day 2016/17 was successfully held at the Fire and Ambulance Services Academy on December 17, 2016. Over 600 staff members had signed up for the annual run and over 1,600 staff members and their family members enjoyed a relaxing and joyful family day.





**1** 消防處龍舟隊健兒英姿颯颯。  
FSD Dragonboat Team in action.



**2** 消防處單車隊參加香港單車節。  
FSD Cycling Team participating in the Hong Kong Cyclothon.



**4-5** 消防處陸運會比賽激烈。  
Keen competition at the Fire Services Athletic Meet.

**6** 消防處人員參與消防處水運會。  
FSD members participating in the FSD Swimming Gala.

