

行政及后勤 支援

Administration & Logistical Support







策划

总部总区辖下的策划组负责策划兴建新消防局、救护站和训练设施；执行资源调配工作；以及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。

截至二零一七年年底，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。

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；处理将资源作非紧急用途的申请；统筹部门处所和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分配资源。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。

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.

By the end of 2017, there have been 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 within the corresponding graded/target response times.

Management

The Management Group of the Headquarters Command is responsible for the co-ordination, 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; co-ordinates 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) oversees all information and communications technologies (ICT) matters of the Department, including the planning of the ICT strategy and security, as well as the allocation of resources to meet e-government initiatives and the Department's business needs. The Unit monitors ICT trends and best practices relevant to the business of the Department with a view to providing efficient services 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 workshops' 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.

① 位于将军澳环保大道的大赤沙消防局暨救护站。
Tai Chik Sha Fire Station cum Ambulance Depot at Wan Po Road, Tseung Kwan O.

② 工程及运输组人员检查新到的运喉车。
A member of the Workshops and Transport Division inspects a newly arrived Hose Layer.



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车辆

截至二零一七年年底，部门共有1,069部行动车辆，包括443部消防车辆、440部救护车和186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。

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。

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、救护车、灭火装备和个人防护装备，以提升行动效率和加强保障个人安全。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。

为进一步提升消防人员的职业安全和行动效率，部门推行新H型轻便吊带试用计划。该款新吊带配合现时的PBI Matrix 构筑物灭火防护裤穿着，比现有吊带更透气舒适，功能也更佳。此外，因应气候变化的影响，部门除检讨行动策略外，还开展市场调查，研究个人浮力装置等多款装备，以期提升属员应付极端天气所引发紧急事故的能力和加强保障他们的安全。

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。二零一七年，部门在三宗三级火警和五宗特别服务事故中安排设立歇息区。

- ① 机场消防主局的高空伸缩炮塔车进行日常测试。
A High Reach Extendable Turret at the Main Air Fire Station carries out routine test.
- ② 试用中的新H型轻便吊带可配合现时的PBI Matrix 构筑物灭火防护裤穿着，比现有吊带更透气舒适，功能更佳。
The new light weight H-type brace on trial can be worn with the current PBI Matrix structural firefighting protective overtrousers, and provides better breathability, functional performance and comfort as compared with the existing type.
- ③ - ④ 歇息区设有冷暖风机及浸手器设施，为前线人员提供较佳的休息环境，补充体力。
Reverse cycle air-conditioners and immersion cooling equipment are set at rest areas to provide a better environment for front-line members to take some rest and restore energy.



Appliances

By the end of 2017, the Department had 1,069 operational vehicles comprising 443 fire appliances, 440 ambulances and 186 other supporting vehicles fitted with different types of tools and equipment to fulfil operational needs.

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. The Group 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.

Equipment and Personal Protective Equipment

The Department keeps on reviewing and identifying fire appliances, ambulances, firefighting equipment and personal protective equipment of advanced technologies and the latest standards to enhance the 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 enhancing the occupational safety and operational efficiency of firefighters, the Department has launched a practical trial on a new light weight H-type brace to be worn with the current PBI Matrix structural firefighting protective overtrousers. The new brace provides better breathability, functional performance and comfort as compared with the existing type. Considering the effect of climate change, the Department has, in addition to reviewing operational strategies, commenced a market research on a number of equipment such as personal flotation device for enhancing our members' capability and safety in coping with emergencies arising from extreme weather situations.

Rest Area

The Department attaches great importance to the actual needs of front-line 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 to set up rest areas near the incident scenes for front-line members to take some rest and restore energy after working for a period of time. In 2017, rest areas were deployed and set up for three no. 3 alarm fires and five special service incidents.