

行政及後勤 支援

Administration & Logistical Support







策劃

總部總區轄下的策劃組負責策劃興建新消防局、救護站和訓練設施；執行資源調配工作；以及監察部門基本工程項目的進度。策劃組亦會從行動角度，就地區發展計劃及城市和商業項目研究報告提供意見。

截至二零一七年年底，全港共有81間消防局、39間救護站、六間滅火輪消防局、兩間海上救援局和一個潛水基地，分布於各區策略性位置，務求不同地區發生緊急事故時，都能在相應的規定／目標召達時間內派員到達現場處理。

管理

總部總區轄下的管理組負責統籌、分配和有效使用部門的現有資源，以及處理各總區調配人手的行政事宜。管理組亦負責擬備、檢討和更新部門的政策和訓令；處理將資源作非緊急用途的申請；統籌部門處所和宿舍的改善和保養工程；以及監督法律、紀律和職業安全健康事宜。管理組亦會安排內地和海外同業到訪消防處。

資訊科技管理

資訊科技管理組負責監督部門所有資訊和通訊科技事宜，包括籌劃資訊和通訊科技策略和保安措施，以及為配合電子政府措施和部門運作需要而分配資源。該組會監察與部門運作有關的資訊和通訊科技發展趨勢和最佳作業方式，務求善用資訊和通訊科技，為市民提供高效率的服務。

工程及運輸

工程及運輸組負責所有與消防車輛、滅火工具和裝備有關的工程事宜，並就評估新產品和裝備、採購新消防車輛等事宜，向採購及物流組提供專業意見和技術支援。

消防處四個工程部由專業人員和具備有關技術資格的消防員組成，負責保養、檢查和維修消防車輛和滅火救援裝備，並改裝消防車輛以應付行動需要。工程部的緊急支援小組會到消防局，即場提供消防車輛和裝備緊急維修服務。如發生大型火警和救援事故，緊急支援小組也會趕赴現場，即時提供技術支援。

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 位於將軍澳環保大道的大赤沙消防局暨救護站。
Tai Chik Sha Fire Station cum Ambulance Depot at Wan Po Road, Tseung Kwan O.

② 工程及運輸組人員檢查新到的運喉車。
A member of the Workshops and Transport Division inspects a newly arrived Hose Layer.



車輛

截至二零一七年年底，部門共有1,069部行動車輛，包括443部消防車輛、440部救護車和186部其他類型的支援車輛；車上配備不同種類的工具和裝備，以配合行動需要。

採購及物流

總部總區轄下的採購及物流組，由政府物流服務署人員和富行動經驗的消防人員組成，負責策劃、組織和推行部門的採購策略和政策，並以中央統籌模式處理所有採購項目。該組每年均會訂定部門的採購優次和目標，亦負責制訂有關採購及物流事宜的指引和訓令；監察物料和裝備開支；以及管理六個消防處物料供應倉，以配合部門的行動需要。

裝備及個人防護裝備

部門不斷檢討和物色先進而又符合最新標準的消防車輛、救護車、滅火裝備和個人防護裝備，以提升行動效率和加強保障個人安全。就此，消防工具及標準裝載檢討委員會評估和檢討所有與滅火救援行動有關的裝備；消防個人防護裝備諮詢委員會和救護個人防護裝備諮詢委員會定期評估和檢討所有個人防護裝備。

為進一步提升消防人員的職業安全和行動效率，部門推行新H型輕便吊帶試用計劃。該款新吊帶配合現時的PBI Matrix構築物滅火防護褲穿着，比現有吊帶更透氣舒適，功能也更佳。此外，因應氣候變化的影響，部門除檢討行動策略外，還開展市場調查，研究個人浮力裝置等多款裝備，以期提升屬員應付極端天氣所引發緊急事故的能力和加強保障他們的安全。

歇息區

部門非常重視屬員在前線執行滅火救援任務時的實際需要。當發生三級或以上火警，或遇上酷熱天氣，而屬員又須長時間工作，現場主管可要求消防通訊中心安排在事故現場附近設立歇息區，讓前線屬員工作一段時間後稍作休息，補充體力。二零一七年，部門在三宗三級火警和五宗特別服務事故中安排設立歇息區。

- 1 機場消防主局的高空伸縮泡塔車進行日常測試。
A High Reach Extendable Turret at the Main Air Fire Station carries out routine test.
- 2 試用中的新H型輕便吊帶可配合現時的PBI Matrix構築物滅火防護褲穿着，比現有吊帶更透氣舒適，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 歇息區設有冷暖風機及浸手器設施，為前線人員提供較佳的休息環境，補充體力。
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.