

行政及后勤支援
Administration &
Logistical Support





1 消防局及救护站
Fire stations and ambulance depots

82



消防局
Fire stations

灭火轮消防局
Fireboat stations

6

海上救援局
Sea rescue berths

2

潜水基地
Diving base

1

39



救护站
Ambulance depots

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。

截至二零一八年年底，全港共有82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，分布于各区的策略位置，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。该组会留意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，以及采购新消防车辆的事宜，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。工程部的当值维修队全日提供即场的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，工程部会按需要成立紧急支援小组赶赴现场，以便迅速提供技术支援。

车 辆

截至二零一八年年底，部门共有1,086部行动车辆，包括453部消防车辆、447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。

a. 行动车辆配备不同种类的工具和装备，以配合行动需要。
Operational vehicles are fitted with different types of tools and equipment to fulfil operational needs.

Planning

The Planning Group under the Headquarters Command plans 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 2018, there have been altogether 82 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 or 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 its Mainland and overseas counterparts.

Information Technology Management

The Information Technology Management Unit 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.

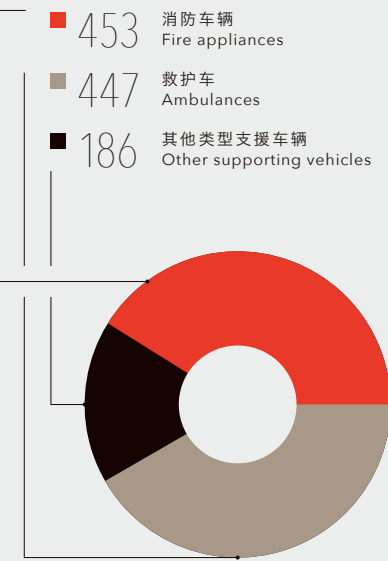
Modifications of fire appliances are also carried out to meet the operational needs. The workshop's Duty Fitter Teams provide 24-hour emergency on-site repair services to fire appliances and equipment. In major fire and rescue incidents, the Emergency Backup Unit will be formed if so warranted and will attend the scenes to provide prompt technical support.

Appliances

By the end of 2018, the department had 1,086 operational vehicles comprising 453 fire appliances, 447 ambulances and 186 other supporting vehicles fitted with different types of tools and equipment to fulfil operational needs.

2 行动车辆
Operational vehicles

1,086



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；以及管理消防处六个物料供应仓，以配合部门的行动需要。

装备及个人防护装备

本处不断进行检讨，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属员个人安全的保障。就此，本处设有消防工具及标准装载检

讨委员会，负责评估和检讨所有与灭火救援行动有关的装备，另设有消防个人防护装备咨询委员会和救护个人防护装备咨询委员会，定期评估和检讨所有个人防护装备。

因應氣候變化的影響，本處正計劃購置個人浮力裝置、鏈鋸、伸縮式救援杆等多種裝備，以提高前線屬員應付緊急事故的能力和加強他們的安全保障。此外，本處推行了多功能工作服試穿計劃。該款工作服能讓屬員在極端天氣下執勤時保持身體溫暖乾爽，給他們提供更佳保護。

职业安全健康分组

消防处竭力保障所有员工的职业安全与健康。为了预防工伤和推广职安健，职业安全健康分组协助部门制订更妥善的安全管理制度，积极推行多项措施，包括职安健训练、

工作场地安全视察、检讨个人防护装备穿着指引、工伤意外个案的调查；以及各类职安健推广活动等，以提升和确保消防人员执行行动职务时的安全及效率。

歇息区

本处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，或遇上酷热天气和需长时间工作的情况，现场总指挥官可要求消防通讯中心安排在事故现场附近设立歇息区，让前线属员执勤一段时间后稍作休息，补充体力。二零一八年，本处在两宗一级火警、五宗三级火警和八宗特别服务事故中安排设立歇息区。

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 department's procurement strategy and policy 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.

Considering the effect of climate change, the department is planning to procure a number of equipment, such as personal flotation device, chain saws, extendable reach and rescue poles, for enhancing front-line members' capability and safety in coping with emergencies. The department has also launched a practical trial on a multi-purpose suit which provides better protection to members by keeping them dry and warm during extreme weather conditions.

Occupational Safety and Health Unit

The department is committed to ensuring the occupational safety and health (OSH) of its staff. With a view to preventing work injuries and promoting OSH, the OSH Unit facilitates the formulation of a better safety management system by actively introducing an array of measures, which include OSH training; safety inspections at workplaces, review of the guidelines for wearing personal protective equipment, investigation of work injury cases and campaigns for the promotion of OSH, in a bid to enhance and ensure the safety and efficiency of fire personnel in discharging operational duties.

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 FSCC 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 2018, rest areas were deployed and set up for two no. 1 alarm fires, five no. 3 alarm fires and eight special service incidents. ■

b. 新款喉车配备输水喉回收系统，可提升回收效率及减轻前线人员的体力负担。
New Hose Layers are equipped with a delivery hose retracting system, which helps enhance retraction efficiency and reduce physical burden of front-line personnel.

