### 消防處

# 牌照及審批總區

香港九龍尖沙咀東部康莊道 1號 消防處總部大廈 5 樓



#### FIRE SERVICES DEPARTMENT LICENSING AND CERTIFICATION COMMAND

5/F. Fire Services Headquarters Building No. 1 Hong Chong Road, Tsim Sha Tsui East Kowloon, Hong Kong

本處檔號 OUR REF.: (41) in FP(LC) 314/07 Pt.9

來函檔號 YOUR REF.:

(852) 2723 2197

圖文傳真 FAX: 電子郵件 E-MAIL:

lcpolic2@hkfsd.gov.hk

話 TEL. NO.:

(852) 2733 7619

致:消防處通承收件人

先生/女士:

# 消防處通承第 1/2020 號 修訂「檢查和測試消防裝置及設備」的申請程序

本函旨在公布提交 FSI/501 申請「檢查和測試消防裝置及設備 (消防裝置)」的程序將予修訂。新安排將於二零二零年五月一日 牛效。

目前,新建築物 1 的「檢查和測試消防裝置及設備」申請須由 認可人士提交。認可人士和有關的註冊消防裝置承辦商(註冊承辦 商)必須同時在申請表 FSI/501 上簽署以證明申請表上所列的消防 裝置已按照《最低限度之消防裝置及設備守則》與《裝置及設備之 檢查、測試及保養守則》(守則)的規定作安裝和測試,並且是在 有效操作狀態。為利便申請程序和訂明認可人士、註冊專業工程師 和註冊承辦商在過程中各自的專業職責,本處修訂了有關的申請程 序, 並把現行的申請表 FSI/501 分拆成經修訂的申請表 FSI/501 (Rev. 2020)和 FSI/501a。經修訂的申請程序和新表格將於二零二 零年五月一日生效使用。

根據《建築物條例》,新建築物指今後建成的任何建築物,以及任何以體積計不少於一半是重新興 建的現有建築物,或任何曾予改動而其程度致使主牆的表面面積不少於一半需要重新建造的現有建 築物。

## 註冊承辦商的職責

根據新安排,當註冊承辦商為新建築物安裝任何消防裝置時,須在 FSI/501a 上簽署以證明所列的消防裝置已按照守則的規定安裝和測試,並且是在有效操作狀態。FSI/501a 為香港法例第 95B 章《消防(裝置及設備)規例》第 9 條所規定的證明書,註冊承辦商須於完成有關工程後 14 天內,向作出指示(據該指示他承擔進行該工程)的人發出一份 FSI/501a,並將副本送交消防處處長。

此新安排亦適用於認可的自動操作固定器具和認可的人手操作手提器具(手提設備),例如固定噴霧裝置,滅火筒,沙桶和滅火氈。第 3 級註冊承辦商必須就新建築物的手提設備另行簽發FSI/501a 以證明這些設備是在有效操作狀態,但不再需要簽發消防裝置及設備證書(F.S.251)。即使如此,有關人士必須繼續遵從香港法例第 95B 章《消防(裝置及設備)規例》和相關守則的規定(例如有關滅火筒上保養標籤的規定)。

# 認可人士和註冊專業工程師的職責

新建築物的「檢查和測試消防裝置及設備」申請須由認可人士提交。在提交申請前,認可人士必須確定所夾附的 FSI/501a 已包含所有需接受檢查和測試的消防裝置。如新建築物涉及樓梯增壓系統、機械式排煙系統、水霧系統或其他註冊專業工程師職能範圍內的消防裝置,有關註冊專業工程師便必須在 FSI/501 (Rev. 2020)的甲部證明有關消防裝置正根據核准設計和本處規定操作。

認可人士必須在 FSI/501 (Rev. 2020)的乙部證明申請表和 FSI/501a 所列的消防裝置已根據經本處核准的建築圖則安裝,並已 準備好可供檢查和測試。填妥的 FSI/501 (Rev. 2020)必須與 FSI / 501a 和其他相關文件一併遞交。

### 暢順進行消防裝置檢查和測試

毫無疑問,消防裝置的檢查和測試很大程度是取決於工地的準備情況,工程質素及所需證明文件是否完備。為確保所有申請都能有效處理,避免不必要的延誤,認可人士,註冊專業工程師和註冊承辦商在過程中需盡力協調,以確保工地和各消防裝置已在準備接受檢查和測試的狀態;預備所需的有效驗證文件;進行全面消防裝置測試及運作;在有需要時迅速修正欠妥之處。

## 消防裝置的年度檢查

此外,註冊承辦商亦需提醒消防裝置的擁有人,無論有關新建築物領取佔用許可證的日期為何日,所有消防裝置(手提設備除外)須在發出消防證書(F.S.172)/接納信件/接納便箋後起計每12個月由一名註冊承辦商檢查至少一次。至於手提設備方面,有關消防裝置須在第3級註冊承辦商簽署FSI/501a該日起計每12個月由一名註冊承辦商檢查至少一次。

經修訂的申請表 FSI/501(Rev. 2020),新設的證明書 FSI/501a,以及填寫樣本已夾附於附錄以供存照,申請表及證明書亦可在本處網頁下載。

URL: https://www.hkfsd.gov.hk/chi/enquiry/download/download\_fsie/index.html

如有查詢,請在辦公時間致電 3961 5266 與工程師(消防設備) 聯絡。

消防處處長

(梁冠康



代行)

連附件

二零二零年二月十日

# 〈建築物條例〉(第 123 章) 第 21(6)(d)條 檢查和測試消防裝置及設備申請表

檔	檔案編號 *8/43/ *19/20/43/						
			消防裝置及設備類別:				
	聲響/視像警報系統		滅火氈		沙桶		
	自動啟動裝置		消防控制中心		花灑系統		
	不含水的滅火劑自動固定裝置		火警偵測系統		靜態式排煙系統		
	集水花灑系統		消防栓/喉轆系統*		街道消防栓系統		
	水簾系統		認可的自動操作固定器具		消防水缸		
	塵埃偵測系統		固定泡沫系統		通風/空調控制系統		
	機械式排煙系統		氣體偵測系統		水霧系統		
	應急發電機		氣體排放系統		噴水系統		
	應急照明系統		手提滅火筒		供水		
	出口指示牌		樓梯增壓		其他		
	火警警報系統		裝有固定水泵的環形水管系統				
	請在適當方格內填上「✔」號。						
			處所地址				
_							
ΔΫ		田リノ					
	人現證明,本申請表和附頁(FSI/5			排煙	系統/水霧系統/其他系統(請		
	明)						
號_	),並已按 見定操作。	照消	防處的規定安裝及測試。本人信息	納有	關系統正根據核准設計和消防處		
				J:			
			日期: _				
3- ) - F							
註#	册專業工程師簽署:						
	『:(由認可人士填寫)						
	(現證明:	\- <u>\</u> -\-\-\-\		٨	<i>F</i> 0 0 5		
1.	1. 在本申請表和附頁(FSI/501a)列述的消防裝置/設備,已按照消防處於 <u>年月</u> <u>日蓋</u>						
2	印的核准建築圖則安裝,可以接受檢查; 2. 有關須接駁政府水管的消防裝置/設備,*本人已向水務署申請「供水設備完工通知書」/水務署已發出「供						
۷.	水設備完工通知書」(*已夾附/沒有夾附副本);						

檔案編號 *8/43/	*19/20/43/
樓宇業主發出的*承諾書/便箋;以及 4. 根據《建築物條例》的定義,上址的總建築樓面 非住宅類別。	活之前,派人 24 小時當值,並提供普通電話備用。現附上面面積是
公司名稱:	電話號碼:
認可人士姓名:	
認可人士簽署:	日期:
申請表附頁(FSI/501a)的註冊消防裝置承辦商檔案	編號:
	真確無訛,並無遺漏。本人明白如故意在本申請表虛報資
科、作出失實陳述或隱瞞重要事實,個案或會被轉介至	至有關專業註冊機構/紀律委員會跟進,以採取必要行動。
註冊專業工程師簽署 (如適用)	認可人士簽署
(知趣用)	

註冊消防裝置承辦商檔案編號	:	RC /	1
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K	C_/		_		 	-	-		
(	註冊編號	)		100	3期 (日)		(	<b></b>	

# 新建樓宇消防裝置及設備裝置工程完成證明書

(註冊消防裝置承辦商提供的獨立編號

檔案	系編號 *8/43/		*19/20/43/					
	消防裝置及設備類別:							
	聲響/視像警報系統		滅火氈		沙桶			
	自動啓動裝置		消防控制中心		花灑系統			
	不含水的滅火劑自動固定裝置		火警偵測系統		靜態式排煙系統			
	集水花灑系統		消防栓/喉轆系統*		街道消防栓系統			
	水簾系統		認可的自動操作固定器具		消防水缸			
	塵埃偵測系統		固定泡沫系統		通風/空調控制系統			
	機械式排煙系統		氣體偵測系統		水霧系統			
	應急發電機		氣體排放系統		噴水系統			
	應急照明系統		手提滅火筒		供水			
	出口指示牌		樓梯增壓		其他			
	火警警報系統		裝有固定水泵的環形水管系統					
上列消防裝置/設備已安裝於(處所地址)  ———————————————————————————————————								
交的消防裝置圖則(遞交日期:年月日)和/或經消防處核准的建築圖則(遞交日期:年月日)安裝,並且已經測試。據本人所知,根據消防處處長不時公布的《最低限度之消防裝置及設備守則》與《裝置及設備之檢查、測試及保養守則》,有關消防裝置/設備是在有效操作狀態。								
現附	上下列文件的正本/經核證真確	副本	::					
	已填妥的測試及運作核對表							
	產品認證機構發出的*列入名單	證明	月書/記錄/文件/印本					
	*消防處認可/接納信							
	*測試證明書/數據表/產品目	錄/	/計算書					
	其他(請註明,例如消防安全	管理	計劃,消防工程報告):					
☑ 請	在適當方格內填上「✔」號。							
備註:如適用,應附上由註冊專業工程師認可與機械式排煙系統/樓梯增壓系統相關的測試報告。								

安裝工程完成後 14 天內,註冊消防裝置承辦商須將本證明書發送予作出指示(據該指示他承擔進行該工程)的人,並將副本送 交消防處處長。

<sup>\*</sup> 請刪除不適用者。 FSI/501a

檔案編號	*9/12/
16年2月17	0/43/

本人明白,本證明書是根據《消防(裝置及設備)規例》第9條發出。根據該規例第9(2A)及9(3)條,任何註冊消防裝置承辦商發出或送交的證明書或副本中,如在要項上屬虛假或具誤導性,即屬犯罪,一經定罪,可處第5級罰款。

(供第1和第2級註冊消防裝置承辦商填寫)	(供第3級註冊消防裝置承辦商填寫)				
註冊消防裝置承辦商編號:	註冊消防裝置承辦商編號:				
註冊消防裝置承辦商名稱:	註冊消防裝置承辦商名稱:				
授權人姓名:					
授權人簽署: 公司印鑑:	簽署:				
辦公室地址:	*				
電話號碼:	日期:				

備註:第 3 級註冊消防裝置承辦商必須就認可的自動操作固定器具和認可的自動操作固定器具簽發獨立的 FSI/501a。

安裝工程完成後 14 天內,註冊消防裝置承辦商須將本證明書發送予作出指示(據該指示他承擔進行該工程)的人,並將副本送 交消防處處長。

#### Section 21(6)(d) of the Buildings Ordinance (Cap. 123) Application for Inspection and Testing of Fire Service Installations and Equipment

FP Ref. No. *8/43/ <u>1234&lt;56&gt;</u>			* <del>19</del> /20/43/ <u>5432</u> 1					
V	Types of Fire Service Installations and Equipment:							
_	Audio/Visual Advisory System	_	Fire Blanket	N	Sand Bucket			
	Automatic Actuating Device		Fire Control Centre	$\overline{\mathbf{A}}$	Sprinkler System			
	Automatic Fixed Installation other than Water	M	Fire Detection System		Static Smoke Extraction System			
	Deluge System	V	Fire Hydrant/Hose Reel System	· 🗆	Street Fire Hydrant System			
	Drencher System	V	Fixed Automatically Operated Approved Appliance	V	Supply Tank			
	Dust Detection System		Fixed Foam System	$\square$	Ventilation/Air Conditioning Control System			
	Dynamic Smoke Extraction System		Gas Detection System		Water Mist System			
V	Emergency Generator		Gas Extraction System		Water Spray System			
V	Emergency Lighting	V	Portable Fire Extinguisher	Ø	Water Supply			
V	Exit Sign		Pressurization of Staircase		Others			
$\overline{\mathbf{Q}}$	Fire Alarm System		Ring Main System with Fixed Pump(s)	1				
	Please tick the appropriate box(es).  C Temporary Maternal and Child F	Heal	Address of Premises th Centre, No. 1 ABC Road, K	owlooi	i			
Par	t A : (to be completed by Register	ed P	rofessional Engineer (if applic	able))				
I hereby certify that the *staircase pressurization system(s)/dynamic smoke extraction system(s)/water mist system(s)/other system(s) (please specify)								
1								
Reg	istered Professional Engineer Nu	mbe	r: Date:	,				
Sigr	nature of Registered Professional	Eng	ineer:					
	Part B : (to be completed by Authorized Person)							

Part B: (to be completed by Authorized Person)

I hereby certify that:

- 1. the fire service installation(s)/equipment listed above and in the attached FSI/501a has/have been installed in accordance with the approved building plans stamped by the FSD on 19/08/2019 and is/are ready for inspection;
- 2. Fire Service Completion Advice in respect of fire service installation(s)/equipment requiring government water main connection has been \*applied for/issued by the Water Supplies Department (copy \*attached/not attached);

<sup>\*</sup> Please delete as appropriate. FSI/501 (Rev. 2020)

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г	М	Rei.	INO.	*8/43/1	1234	<00>

- 3. the building owners have undertaken to provide 24-hour attendant service with normal telephone provision pending the connection of (a) direct telephone link(s) to the fire service installation(s)/equipment. The \*undertaking letter/memo\* from the building owners is attached herewith; and
- 4. the building gross floor area of the above premises as defined under the Buildings Ordinance is <a href="mailto:1859">1859</a> m² and the type of building is <a href="mailto:\*domestic">\*domestic</a>.

I request that a \*Certificate F.S.172 required under section 21(6)(d) of the Buildings Ordinance (Cap. 123)/an acceptance memo/an acceptance letter be issued to me.

Company Name: ABC Ltd. - EEF Ltd. Joint Venture

Telephone No.: 2733 7619

Full Name of Authorized Person: CHAN Tai-man

Signature of Authorized Person:



Date 05/05/2020

RFSIC Ref. No(s). of FSI/501a attached to this application form:

- (i) RC2/2733 20200501 01
- (ii) RC3/7619 20200501 01

Additional information, if any:

- (i) One set of approved GBP stamped by FSD on 19.08.2019; and
- (ii) Document checklist for FSI acceptance inspection

I hereby declare that to the best of my knowledge and belief, the information provided above is true, correct and complete. I understand that if I wilfully give any false information, make any misrepresentation or withhold any material information in this application form, the case may be referred to appropriate professional registration bodies/disciplinary boards for necessary action.

Signature of Registered Professional Engineer

Signature of Authorized Person

(if applicable)

(yyyymmdd)

#### Certificate of Completion of Installation of Fire Service Installations and Equipment in New Buildings

(Discrete No. Assigned by RFSIC

FP R	FP Ref. No. *8/43/ <u>1234&lt;56&gt; *19/20/43/54321</u>						
	Types of	Eir/	Service Installations and Equ	iinm	ont		
	Audio/Visual Advisory System		Fire Blanket		Sand Bucket		
	Automatic Actuating Device		Fire Control Centre	V	Sprinkler System		
	Automatic Fixed Installation other han Water	V	Fire Detection System		Static Smoke Extraction System		
	Deluge System	V	Fire Hydrant/Hose Reel System*		Street Fire Hydrant System		
	Orencher System		Fixed Automatically Operated		Supply Tank		
	Oust Detection System		Approved Appliance Fixed Foam System	V	Ventilation/Air Conditioning Control System		
	Oynamic Smoke Extraction System		Gas Detection System		Water Mist System		
<b>☑</b> E	mergency Generator		Gas Extraction System	-	Water Spray System		
☑ E	mergency Lighting		Portable Fire Extinguisher	Ø	Water Supply		
<b>☑</b> E	xit Sign		Pressurization of Staircase		Others		
<b>☑</b> F	ire Alarm System		Ring Main System with Fixed				
	ase tick the appropriate box(es).		Pump(s)				
	above fire service installation(s)/						
ABC	Temporary Maternal and Child F	leal	th Centre, No. 1 ABC Road, Kow	loor			
-							
1		7					
and the installation work was completed on <a href="https://doi.org/10.105/2020">01/05/2020</a> . I hereby certify that such fire service installation(s)/equipment, which was/were installed according to the FSI plans submitted under the cover of FSI/314 dated <a href="https://doi.org/10.105/2020">01/05/2020</a> and/or building plans approved by FSD on <a href="https://doi.org/10.105/2020">19/08/2019</a> , has/have been tested and, to the best of my knowledge, is/are in efficient working order in accordance with the Codes of Practice for Minimum Fire Service Installations and Equipment and Inspection, Testing and Maintenance of Installations and Equipment published from time to time by the Director of Fire Services.							
Origin	nal/certified true copies of the fo	lowi	ng documents are attached as f	ollov	vs:		
	Completed testing and commis	ssior	ning checklist(s)				
	*Listing certificate(s)/record(s)/	doc	ument(s)/printout(s) from produc	t cer	tification bodies		
	*FSD approval/acceptance lett	er(s	)				
	*Test certificate(s)/data sheet(s	s)/ca	talogue(s)/ <del>calculation(s)</del>				
	Others (please specify, e.g. Fire Safe	ety M	anagement Plan, Fire Engineering Repo	ort): <mark>S6</mark>	ee document list attached		
☑ Ple	☑ Please tick the appropriate box(es).						

Remarks: Relevant test report(s) for dynamic smoke extraction system/ staircase pressurization system endorsed by the

This certificate shall be issued by RFSIC to the person on whose instructions the installation work was undertaken and a

copy thereof shall be forwarded to the Director of Fire Services within 14 days after completion of the work.

\* Please delete as appropriate. FSI/501a

Registered Professional Engineer, if applicable, should be attached.

I understand that this Certificate is issued under Regulation 9 of the Fire Service (Installations and Equipment) Regulations. Any registered fire service installation contractor (RFSIC) commits an offence and is liable on conviction to a fine at level 5 pursuant to Regulations 9(2A) and 9(3) of the same Regulations, if it issues or forwards a certificate thereunder, or a copy thereof, which is false or misleading in a material particular.

(For Class 1 & 2 RFSIC):	(For Class 3 RFSIC):
Registration No.: RC1 / 2729, RC2 / 2733	Registration No.:
RFSIC Name: DEF Fire Protection Ltd.	RFSIC Name:
Full Name of Authorized Signatory:	
LEE Kwok-ming	
Authorized Signature: Company Chop:	Signature:
	<b>V</b>
Office address: Unit A, 16/F, Block 3, DEF Industrial Ci	ty, No. 198 DEF Road, Kowloon
Telephone No.: <u>2311 0066</u>	Date: <u>01/05/2020</u>

Remarks: Fixed automatically operated approved appliance and portable hand-operated approved appliance should be certified by Class 3 RFSIC via separate FSI/501a.

This certificate shall be issued by RFSIC to the person on whose instructions the installation work was undertaken and a copy thereof shall be forwarded to the Director of Fire Services within 14 days after completion of the work.

(RFSIC Reg No.) ( Submission Date ) ( yyyymmdd)

# Certificate of Completion of Installation of Fire Service Installations and Equipment in New Buildings

(Discrete No. Assigned by RFSIC

FP Ref. No. *8/43/1234<56> *19/20/43/54321							
	Audio/Visual Advisory System	Fire	Service Installations and Equations Fire Blanket	ıipm <mark>√</mark>	ent: Sand Bucket		
	Automatic Actuating Device		Fire Control Centre				
	Automatic Fixed Installation other		Fire Detection System		Sprinkler System Static Smoke Extraction System		
	than Water		The Detection System	_	State Smoke Extraction System		
	Deluge System		Fire Hydrant/Hose Reel System*		Street Fire Hydrant System		
	Drencher System	V	Fixed Automatically Operated Approved Appliance		Supply Tank		
	Dust Detection System		Fixed Foam System		Ventilation/Air Conditioning Control System		
	Dynamic Smoke Extraction System		Gas Detection System		Water Mist System		
	Emergency Generator		Gas Extraction System	D	Water Spray System		
	Emergency Lighting	$   \overline{\mathbf{A}} $	Portable Fire Extinguisher		Water Supply		
	Exit Sign		Pressurization of Staircase	4	Others		
	Fire Alarm System		Ring Main System with Fixed				
			Pump(s)				
Ø P	lease tick the appropriate box(es).		AA				
		(					
The above fire service installation(s)/equipment has/have been installed at (address of premises)							
ABC Temporary Maternal and Child Health Centre, No. 1 ABC Road, Kowloon							
-			1				
and	the installation work was	mple	eted on 01/05/2020. I here	bv	certify that such fire service		
	allation(s)/equipment, which was						
FSI/314 dated and/or building plans approved by FSD on 19/08/2019, has/have been							
tested and, to the best of my knowledge, is/are in efficient working order in accordance with the Codes of Practice for Minimum Fire Service Installations and Equipment and Inspection, Testing and Maintenance of							
Installations and Equipment published from time to time by the Director of Fire Services.							
Original/certified true copies of the following documents are attached as follows:							
	Completed testing and commissioning checklist(s)						
	*Listing certificate(s)/record(s)/document(s)/printout(s) from product certification bodies						
	*FSD approval/acceptance letter(s)						
	*Test certificate(s)/data sheet(s)/catalogue(s)/calculation(s)						
	Others (please specify, e.g. Fire Safety Management Plan, Fire Engineering Report): see list of equipment location attached						

☑ Please tick the appropriate box(es).

Remarks: Relevant test report(s) for dynamic smoke extraction system/ staircase pressurization system endorsed by the Registered Professional Engineer, if applicable, should be attached.

This certificate shall be issued by RFSIC to the person on whose instructions the installation work was undertaken and a copy thereof shall be forwarded to the Director of Fire Services within 14 days after completion of the work.

I understand that this Certificate is issued under Regulation 9 of the Fire Service (Installations and Equipment) Regulations. Any registered fire service installation contractor (RFSIC) commits an offence and is liable on conviction to a fine at level 5 pursuant to Regulations 9(2A) and 9(3) of the same Regulations, if it issues or forwards a certificate thereunder, or a copy thereof, which is false or misleading in a material particular.

(For Class 1 & 2 RFSIC):	(For Class 3 RFSIC):					
Registration No.:	Registration No.: RC3 / 7619					
RFSIC Name:	RFSIC Name: WONG Tai-man					
Full Name of Authorized Signatory:						
Authorized Signature: Company Chop:	Signature:					
Office address: Unit A, 16/F, Block 3, DEF Industrial City, No. 198 DEF Road, Kowloon						
Telephone No.: 2311 0066 Date: 01/05	/2020					

**Remarks:** Fixed automatically operated approved appliance and portable hand-operated approved appliance should be certified by Class 3 RFSIC via separate FSI/501a.

This certificate shall be issued by RFSIC to the person on whose instructions the installation work was undertaken and a copy thereof shall be forwarded to the Director of Fire Services within 14 days after completion of the work.