

✓ Provide firefighting and first-aid equipment as well as operational training

- Equipment such as fire extinguishers and fire blankets must be located where they are readily accessible, and workers should be provided with operational training.

✓ Establish an emergency plan and provide emergency response training

- Communicate to owners and occupants the details of the emergency plan, and provide them and workers with appropriate emergency response training and drills.

✗ Do not overlook the importance of providing firefighting and first-aid equipment, an emergency plan, as well as operational and emergency response training and drills



✓ Undertake safety risk assessment for the works and appropriately plan and formulate the works arrangements and details

- Prior to the commencement of the works, a detailed safety risk assessment (including fire safety risks) and appropriate planning should be undertaken, with the works arrangements and details set out.
- For instance, works on external walls may be carried out in phases to mitigate the risk of fire propagation in the event of a fire.

✓ Formulate and implement a fire safety management plan

- A fire safety management plan should be formulated and implemented; fire safety measures should be checked regularly to ensure that the relevant provisions are maintained in good working condition.

✓ Observe the relevant legislations and guidelines

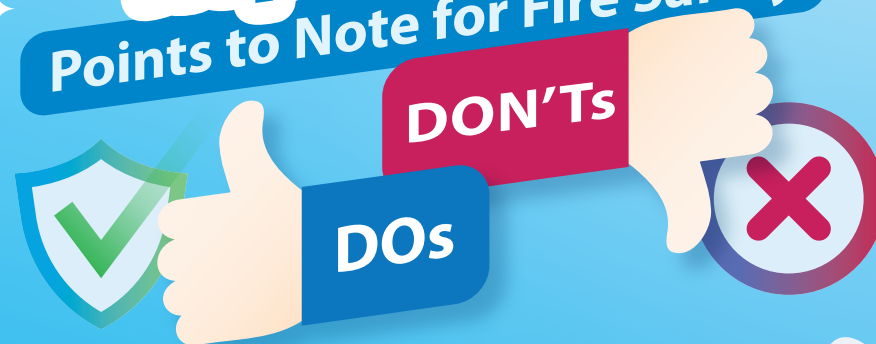
- Materials used in the works must be suitable for their intended use and purpose.
- In carrying out building works, appropriate construction methods and procedures must be adopted, and appropriate precautionary measures must be taken.
- The Buildings Ordinance, the Dangerous Goods Ordinance as well as fire safety measures and guidelines of FSD and the Labour Department should be strictly observed.



For enquiries, please call the Buildings Department at 2626 1616 or FSD at 2723 8787.

Large Scale Building Repair Works

Points to Note for Fire Safety

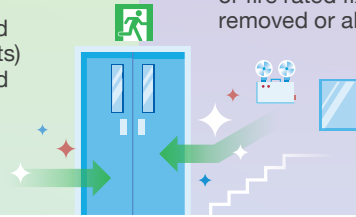


✓ Keep means of escape unobstructed

- Means of escape should be provided with adequate exit signs and illumination.
- Exit doors should be readily openable in the direction of exit without the use of a key.

✓ Properly maintain fire rated doors and fire barriers

- Fire rated doors should be kept closed at all times.
- Fire barriers (such as fire rated doors and fire rated fixed lights) should be properly maintained and kept in good condition.



✗ Do not obstruct means of escape

- Means of escape must not be obstructed, for example, by placing building materials or debris in common corridors and stairways, or by using the windows thereof for transporting building materials or as access points for site workers.

✗ Do not compromise fire barriers

- Fire rated doors, protected lobbies or fire rated fixed lights must not be removed or altered.

✓ Ensure means of escape meet fire safety standards

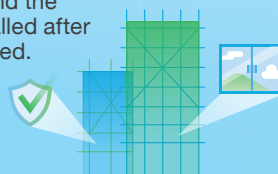
- Practicable and effective alternative measures must be provided if any means of escape are to be temporarily blocked.
- Where any fire barriers are to be replaced, new barriers must be installed immediately upon the removal of the original ones, or protection by temporary fire barriers with equivalent fire resistance rating must be provided.

✗ Do not alter or remove enclosure walls or windows along means of escape/protected lobbies without authorisation

- Enclosure walls or windows along means of escape/protected lobbies must not be removed or altered for other purposes (such as transporting building materials or serving as access points for site workers), so as not to compromise the function of the escape routes.

✓ Use scaffolding protective materials that meet recognised standards

- Fire retardant protective nets/ screens/ tarpaulins/ plastic sheeting meeting recognised standards should be used for scaffolding. Sampling and testing should be conducted in accordance with the provisions and requirements stipulated in Practice Note for Registered Contractors 85, and the materials should only be installed after satisfactory results are obtained.



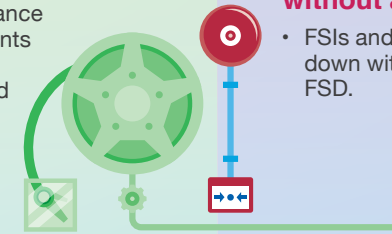
✗ Do not cover windows

- Windows must not be covered (except for temporary covering at localised areas affected during the course of work tasks such as chiselling) to avoid obstruction of lighting and occupants' visibility, which may hinder detection in the event of a fire.

✗ Do not install combustible materials (such as foam boards) on external walls or windows

✓ Ensure fire services installations (FSIs) and equipment are in effective operation

- Prior to the commencement of large scale building repair works, all defects in the building's FSIs and equipment should be rectified (including compliance with Fire Hazard Abatement Notices issued by the Fire Services Department (FSD)), and all FSIs must be kept in efficient working order.
- During the course of works, FSIs and equipment must remain in efficient working order; matters regarding the management and shutdown of FSIs and equipment should be conducted in accordance with FSD's requirements (such as annual inspection of FSIs and equipment).



✗ Do not commence large scale building repair works when FSIs and equipment are in defective condition

- Large scale building repair works must not commence when any FSIs and equipment is not in efficient working order or with Fire Hazard Abatement Notices issued by FSD pending compliance.
- FSIs or equipment such as sprinkler systems, hose reels and portable fire extinguishers must not be impeded in any way.

✗ Do not shut down FSIs and equipment without authorisation

- FSIs and equipment must not be shut down without the approval/consent of FSD.

✓ Properly store inflammable and combustible materials

- Inflammable and combustible materials must be stored under safe custody, and accumulation should be avoided.

✓ Properly store DG (such as paint, thinner, diesel, oxygen and acetylene)

- DG in excess of the exempt quantity under the Dangerous Goods Ordinance must be stored in DG stores licensed by FSD; DG not in use must be returned to DG stores.

✗ Do not store or use an excessive quantity of dangerous goods (DG)

- DG exceeding the exempt quantity must not be kept or used at work sites; DG not in use must be stored in DG stores.

✗ Do not place or stockpile miscellaneous items, works waste or combustible materials near or on scaffolding

✓ Keep the emergency vehicular access free from obstruction

