



The Association of Registered Fire Service Installation Contractors of Hong Kong Ltd

Forum

Confirmation of Employment Status of Qualified Persons

Date : 18 July 2007 (Wed)
Time : 6:00pm-8:00pm
Venue : 7/F Lecture Theatre
VTC Tower

Forum for Confirmation of Employment Status of Qualified Persons

消防處
牌照及審批總區
香港九龍尖沙咀東康莊道1號
消防總部大廈5樓



FIRE SERVICES DEPARTMENT
LICENSING & CERTIFICATION COMMAND
FIRE SERVICES HEADQUARTERS BUILDING,
6/F, No. 1 Hong Chong Road,
Tsim Sha Tsui East, Kowloon
Hong Kong.

本處傳號 OUR REF.: (75) in FP 209/G/01 Pt. II

來函編號 YOUR REF.:

圖文傳真 FAX: 852-2367 3631

電話 TEL NO.: 852-2733 7617

27 June 2007

To: All registered Classes 1 and/or 2 Fire Service Installation Contractors

Dear Sir / Madam,

Confirmation of Employment Status of Qualified Persons

To facilitate our consideration of your eligibility for continued registration as a Class 1 and/or Class 2 Fire Service Installation Contractor (FSIC), I should be grateful if you would furnish us with the following information by fax or by post on or before 12 July 2007:

- (i) the name(s) of the qualified person(s) (Electrical Engineer, Electrical Technician and Licensed Plumber) serving in your company; and
- (ii) relevant supporting documents such as copy of the latest MPF contribution record or employer's tax return to substantiate the employment status of the above person(s).

If there have been changes in your qualified persons (including applications under our processing) within one month before the date of this letter, no submission is required. Otherwise, we will consider removing the names of registered contractors who fail to submit the required information by the said deadline from the appropriate registers in accordance with regulation 8(b) of the Fire Service (Installation Contractors) Regulations [FS(IC)R].

Please be reminded that in accordance with regulations 7(1) and 7(2) of the FS(IC)R, a registered contractor registered by virtue of the qualifications of a director, employee or partner, shall notify the Director of Fire Services in writing when such director, employee or partner ceases for any reason to be a director of, or employed by, or a partner of, the registered contractor, as the case may be, **within 14**

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days from the termination of such directorship, employment or partnership. The registered contractor shall also provide an immediate replacement holding the requisite qualifications and notify the Director in writing **within 14 days** of such replacement. In addition, the registered contractor shall produce to the Director the evidence of those qualifications required of an applicant under that regulation.

Please note that FSICs who contravene the above regulations shall be guilty of an offence and shall be **liable on conviction to a fine at level 3 (i.e. HK\$10,000)**. They may also be subject to disciplinary action by the FSIC Disciplinary Board.

For enquiries, please contact the undersigned at 2733 7617.

Yours faithfully,

(Miss Gwen LAW)
for Director of Fire Services

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FS 107A (Rev. 10/95)

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■ Chapter 95 Subsidiary Legislation

- Fire Service (Installation Contractors) Regulations
- Fire Service (Installations & Equipment) Regulations



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QUALIFIED PERSONS (Q.P.)

Class 1 : Electrical Engineer

Class 2 : Electrical Technician
Licensed Plumber

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- Within 14 days, notify FSD in writing, if any changes as follows:
 - Qualified persons
(addition or replacement)
 - Workshop address
 - Registered address
 - Registered name

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- Employee for registration
as qualified person NOT
be employed by another
registered contractor at
the same time.

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- Illness or absence
from Hong Kong of
qualified persons:

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- continue to carry out works,
shall not complete the works
until the qualified persons
able to inspect.

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Thank you



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