



本署檔號 Our Ref. HAD/LA/4/32/3

來函檔號 Your Ref.

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24 February 2011

All Certificate of Compliance Holders

Dear Sir/Madam

**Clubs (Safety of Premises) Ordinance (Cap. 376)
Proper Maintenance of Fire Services Installations and Equipment**

Your attention is drawn to the licensing condition endorsed on your Certificate of Compliance regarding “you are required to provide proper maintenance of the approved Fire Service Installations and Equipment (FSI) and to ensure that they are free from obstruction at all times”. In this connection, proper maintenance of the approved FSI should be as follows:-

“You shall arrange an inspection of your of FSI in your premises by a registered contractor at least once in every 12 months to ensure that such FSI are in efficient working order. You shall deliver a copy of the certificate of FSI (F.S. 251) to the Secretary for Home Affairs for endorsement within 28 days from the date of inspection. A copy of the latest certificate of FSI (F.S. 251) shall be kept in the premises and must be produced for inspection on demand. In addition, you shall ensure that such FSI are in efficient working order at all times.”

You may wish to note that failure to comply with the above requirement will render you liable to prosecution under section 21 of the Clubs (Safety of Premises) Ordinance (Cap. 376) and on conviction to a fine of \$100,000, to imprisonment for 2 years and to a fine of \$10,000 for each day during which the offence continues. Criminal proceedings could be brought against you without further warning.

If you have any enquiries, please contact our Mr SEE Pak-ki at 2881 7496 or his supervisor Mr YU Fu-kin at 2881 7017 during office hours.

Yours faithfully,

(T C YU)

for Secretary for Home Affairs