

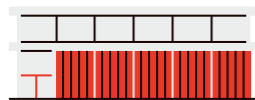
行政及後勤支援
Administration &
Logistical Support





1 消防局及救護站 Fire stations and ambulance depots

82



消防局
Fire stations

滅火輪消防局
Fireboat stations 6

海上救援局
Sea rescue berths 2

潛水基地
Diving base 1

39



救護站
Ambulance depots

策劃

總部總區轄下的策劃組負責策劃興建新消防局、救護站和訓練設施；執行資源調配工作；以及監察部門基本工程項目的進度。策劃組亦會從行動角度，就地區發展計劃及城市和商業項目研究報告提供意見。

截至二零一八年年底，全港共有82間消防局、39間救護站、六間滅火輪消防局、兩間海上救援局和一個潛水基地，分布於各區的策略位置，務求不同地區發生緊急事故時，都能在相應的規定／目標召達時間內派員到達現場處理。

管理

總部總區轄下的管理組負責統籌、分配和有效使用部門的現有資源，以及處理各總區調配人手的行政事宜。管理組亦負責擬備、檢討和更新部門的政策和訓令；處理將資源作非緊急用途的申請；統籌部門處所和宿舍的改善和保養工程；以及監督法律、紀律和職業安全健康事宜。管理組亦會安排內地和海外同業到訪消防處。

資訊科技管理

資訊科技管理組負責監督部門所有資訊和通訊科技事宜，包括籌劃資訊和通訊科技策略和保安措施，以及為配合電子政府措施和部門運作需要而分配資源。該組會留意與部門運作有關的資訊和通訊科技發展趨勢和最佳作業方式，務求善用資訊和通訊科技，為市民提供高效率的服務。

工程及運輸

工程及運輸組負責所有與消防車輛、滅火工具和裝備有關的工程事宜，並就評估新產品和裝備，以及採購新消防車輛的事宜，向採購及物流組提供專業意見和技術支援。

消防處四個工程部由專業人員和具備有關技術資格的消防員組成，負責保養、檢查和維修消防車輛和滅火救援裝備，並改裝消防車輛以應付行動需要。工程部的當值維修隊全日提供即場的消防車輛和裝備緊急維修服務。如發生大型火警和救援事故，工程部會按需要成立緊急支援小組前赴現場，以便迅速提供技術支援。

車輛

截至二零一八年年底，部門共有1,086部行動車輛，包括453部消防車輛、447部救護車和186部其他類型的支援車輛；車上配備不同種類的工具和裝備，以配合行動需要。

a. 行動車輛配備不同種類的工具和裝備，以配合行動需要。
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.

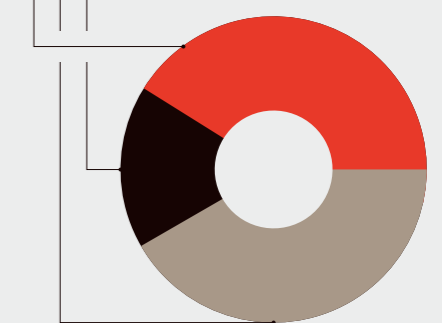
Modifications of fire appliances are also carried out to meet the operational needs. The workshop's Duty Fitter Teams provide 24-hour emergency on-site repair services to fire appliances and equipment. In major fire and rescue incidents, the Emergency Backup Unit will be formed if so warranted and will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

1,086



採購及物流

總部總區轄下的採購及物流組，由政府物流服務署人員和富行動經驗的消防人員組成，負責策劃、組織和推行部門的採購策略和政策，並以中央統籌模式處理所有採購項目。該組每年均會訂定部門的採購優次和目標，亦負責制訂有關採購及物流事宜的指引和訓令；監察物料和裝備開支；以及管理消防處六個物料供應倉，以配合部門的行動需要。

裝備及個人防護裝備

本處不斷進行檢討，物色先進而又符合最新標準的消防車輛、救護車、滅火裝備和個人防護裝備，以提升行動效率和加強屬員個人安全的保障。就此，本處設有消防工具及標準裝載

檢討委員會，負責評估和檢討所有與滅火救援行動有關的裝備，另設有消防個人防護裝備諮詢委員會和救護個人防護裝備諮詢委員會，定期評估和檢討所有個人防護裝備。

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。

職業安全健康分組

消防處竭力保障所有員工的職業安全與健康。為了預防工傷和推廣職安健，職業安全健康分組協助部門制訂更妥善的安全管理制度，積極推行多項措施，包括職安健訓練、

工作場地安全視察、檢討個人防護裝備穿着指引、工傷意外個案的調查；以及各類職安健推廣活動等，以提升和確保消防人員執行行動職務時的安全及效率。

歇息區

本處非常重視屬員在前線執行滅火救援任務時的實際需要。當發生三級或以上火警，或遇上酷熱天氣和需長時間工作的情况，現場總指揮官可要求消防通訊中心安排在事故現場附近設立歇息區，讓前線屬員執勤一段時間後可稍作休息，補充體力。二零一八年，本處在兩宗一級火警、五宗三級火警和八宗特別服務事故中安排設立歇息區。

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. 新款喉車配備輸水喉回收系統，可提升回收效率及減輕前線人員的體力負擔。

New Hose Layers are equipped with a delivery hose retracting system, which helps enhance retraction efficiency and reduce physical burden of front-line personnel.

