

**Construction Industry Council**  
**Committee on Construction Safety**

Meeting No. 003/14 of the Committee on Construction Safety was held on Wednesday, 10 September 2014 at 2:30pm at Meeting Room No. 1, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wan Chai, Hong Kong.

Present:	CHEUNG Hau-wai	(HWC)	Chairman
	CHOW Luen-kiu	(LKC)	
	HUI Siu-wai	(SWH)	Director of Buildings
	Lawrence NG	(LN)	
	PANG Yat-bond, Derrick	(DP)	
	CHAN Sau-kit, Allan	(SKC)	Chairperson of Task Group on Application of Innovative Design to Enhance Construction Safety (TG-IDS)
	Victor KWONG	(VK)	Chairperson of Informal Task Force on Site Safety Incidents (ITF-SSI)
	LAU Chi-kin	(CKiL)	Chairperson of Task Force on Review of Major Construction Method Statements (TF-CMS)
	LI Chi-leung	(CLL)	Chairperson of Task Force on Work Safety of Repair, Maintenance, Alterations and Additions (RMAA) Sites (TF-RMA)
	Francis WONG	(FW)	Chairperson of Task Force on Site Housekeeping (TF-SHK)
	Joel CHAN	(CSC)	Hong Kong Institute of Architects, Authorised Person (HKIA, AP)
	WONG Kwok-keung	(GtT)	Hong Kong Federation of Electrical and Mechanical Contractors (HKFEMC)
	WONG Wai-man	(WMW)	Construction Site Workers General Union (CSWGU)
	Winson YEUNG	(WY)	Occupational Safety and Health Council (OSHC)

In Attendance :	YEUNG Wai-ming Sam LAM	(WMyg) (SWLm)	Buildings Department Development Bureau (DevB) (On Behalf of Mr. LAM Tat-ming, Terence)
	Timothy LAU	(TyL)	Hong Kong Housing Authority (HKHA) (On Behalf of Ms. Ada FUNG)
	George WONG	(GW)	MTR Corporation (MTRC) (On Behalf of Mr. Steve HOWARTH)
	Victor WONG	(VWg)	Senior Manager (Council Services)
	Angela YUEN	(AaY)	Manager (Council Services)
	Sally LEUNG	(SYLg)	Manager (Council Services)
	Jimmy LEUNG	(JyL)	Manager (Management & Safety Training Centre – Acting)
Presenter:	Albert CHAN	(AtC)	Professor of the PolyU
Apologies :	CHAN Yiu-tung	(AnCN)	
	LAI Chi-wah	(CWLi)	
	WONG Sze-chun	(SCW)	
	Ada FUNG	(AF)	Chairperson of Task Force on Site Safety of Working in Lift Shaft (TF-WLS)
	Steve HOWARTH	(SeH)	MTR Corporation (MTRC)
	LAM Tat-ming, Terence	(TmL)	Development Bureau (DevB)
	CHENG Hung-leung	(HLC)	Drainage Services Department (DSD)
	William NG	(WN)	Hong Kong Federation of Insurers (HKFI)

## **PROGRESS REPORT**

*See item 3.3 which was reported before items 3.1 to 3.2*

**Action**

### **3.1 Confirmation of the Progress Report of the Com-CSY Meeting No. 002/14 held on 30 June 2014**

Members took note of Progress Report CIC/CSY/R/002/14 and confirmed the Progress Report of the last meeting held on 30 June 2014.

### **3.2 Matters Arising from the Previous Meeting**

Agenda item 2.2, Paragraph 2      Invitation emails were sent out to all Chairpersons of the Task Forces / Task Groups on 4 July 2014 to express their needs for extra funding by 31 July 2014. No email was received from Task Forces / Task Groups Chairpersons.

Agenda item 2.5      The Safety Alert No. 002/14 – “Safety on Tower Working Platforms” was submitted to the Com-CSY Meeting No. 002/14 for endorsement. After deliberations, Members of the Com-CSY suggested to collect more views from the tower working platform operators and relevant contractors as the suggested mandatory requirement on the use of safety belts attached to suitable independent lifelines is not specified in the current Code of Practice (issued by EMSD) and more consultations were suggested.

Subsequent to the Com-CSY Meeting No. 002-14 held on 30 June 2014, a meeting was held among representatives from Government Departments (EMSD and LD) and relevant industry stakeholders on 21 July 2014. Discussions and views were shared among various parties but no conclusion could be made in the meeting. The concern from the industry stakeholders and standpoint from Government Departments were noted.

A discussion was made between the Chairman of Com-CSY and Chairperson of the ITF-SSI

after the meeting. Since no conclusion could be reached at the meeting, it was agreed to withhold the issuance of the captioned Safety Alert for some time first.

In the meantime, through the connection of the ITF-SSI Chairperson, more professional views and advice from overseas expertise regarding the adoption of safety belts attached to suitable independent lifelines were collecting. Any update information would be sent out for review and re-visit later on.

*(LN joined the meeting at 2:42pm)*

*(TyL joined the meeting at 2:45pm)*

### **3.3 Anti-heat Stress Clothing for Construction Workers in Hot and Humid Weather**

AtC gave a presentation on the Anti-heat Stress Clothing for Construction Workers in Hot and Humid Weather study, which included background of the study, objectives of the project, approach and methodology, activities undertaken, fabric selection, climatic chamber test, field study, conclusion and recommendation.

Members appreciated the study of the Anti-heat Stress Clothing for Construction Workers in Hot and Humid Weather and shown interest in the discussion session (such as durability, type of materials, fire resistance, the Anti-heat Stress effect of the PolyU study with the Cooling Vest of the OSHC and further enhancement of the Anti-heat Stress Clothing).

*(AtC left the meeting at 3:35pm)*

*(JyL left the meeting at 3:35pm)*

### **3.4 Progress of the Task Group on Application of Innovative Design to Enhance Construction Safety**

SKC, the Chairperson of the Task Group on Application of Innovative Design to Enhance Construction Safety (Task Group) introduced the Paper CIC/CSY/P/014/14 regarding Progress of the Task Group.

The first meeting of the Task Group was held on 21 August 2014. The HK R&D Centre for Logistics and Supply Chain Management Enabling Technologies (LSCM) representatives introduced and demonstrated five innovative designs, including “Safety Belt Engagement Sensing System”, “Rear RFID Sensing / Alarm System for Vehicles”, “Confined Space Entrance Control System”, “Handy RFID Readers for Safety Check / Record”, and “Proactive Construction Management System (PCMS)” to the Task Group Members.

The Chairperson suggested Members to discuss with their respective organisation/ institution and provide feedback to the CIC Secretariat on implementation priority, trial venue and details arrangement, other usage, promotion strategy, and other relevant comments and suggestions, etc., within 1 month. Upon consolidating Members’ comments, the second meeting of the Task Group would be held for further discussion.

Members took note of the progress of the Task Group on Application of Innovative Design to Enhance Construction Safety.

### **3.5 Progress of the Task Force on Site Safety of Working in Lift Shaft**

AaY briefed Members on the paper CIC/CSY/P/015/14 regarding “Progress of Activities of the Task Force on Site Safety of Working in Lift Shaft”.

The Chairperson of the Task Force chaired a meeting held on 30 July 2014 with core members of the Task Group and other stakeholders. After deliberations, it was agreed to develop the Guidelines on Jump Lift to provide technical guidance and safety requirements to promote the use of jump lift during construction period.

Another Task Group meeting was held on 4 August 2014 to discuss the development of the Guidelines on Jump Lift and the promotion of the Guidelines No. 3 to Lift Owners and Property Management Companies.

Prior to drafting the captioned Guidelines, a site visit concerning Jump Lift Operation would be arranged on 23 September 2014.

Priority on future plans of the Task Force / Task Group would be to develop new Guidelines on Jump Lift and Design for Safety,

followed by reviewing the published Guidelines No. 1, 2, and 3.

Besides, CIC worked with the Electrical and Mechanical Services Department (EMSD) and prepared a Promotional Leaflet which is a simplified version of the Guidelines No. 3 for Management Companies and Lift Owners.

EMSD would also organise a briefing session with topic on “Special Attention to Safety for Responsible Persons” to enhance the knowledge of the Responsible Persons in the aspects of managing their lifts and escalators. Ms Angela Yuen would represent CIC to deliver a presentation on 5 September 2014. Two other briefing sessions organised by EMSD and Home Affairs Department (HAD) would be held on 22 September 2014.

After deliberations, member suggested Ms Ada Fung, the Chairperson of the Task Force to issue a quick Safety Alert to encourage stakeholders to provide vertical transportation for the workers in the construction sites. Ms Fung agreed and would assign CIC Secretariat to coordinate and draft the captioned with the Task Group members.

Members took note of the progress of Activities of the Task Force on Site Safety of Working in Lift Shaft.

### **3.6 Progress of the Informal Task Force on Site Safety Incidents**

VK, the Chairperson of the Informal Task Force on Site Safety Incidents (ITF-SSI) gave a verbal report on the progress of the ITF-SSI.

VK reported that the ITF-SSI would study and consider the possibility to draft a Safety Poster related to Confined Spaces Work Safety.

Members of the Com-CSY expressed concern on the three accidents occurred in recent months about construction works near water. After deliberations, it was agreed that and the ITF-SSI would prepare a Safety Poster in this regard.

VK & CIC  
Secretariat

**[Post Meeting Note:** A Technical Seminar on Construction Work Safety Near Water would be scheduled on 4 December 2014. It was hoped that through the Technical Seminar, participants would have a better understanding on the existing regulations, potential risks and

good practices that could promptly implement the safe practices in their works. ]

### **3.7 Construction Safety Poster No. P-CSY-001-14**

VK, the Chairperson of the ITF-SSI introduced the Paper CIC/CSY/P/016/14 on “Construction Safety Poster No. P-CSY-001-14 – Working at Height Safety”.

Fall from height is consistently the greatest threat to the construction safety. In recent years, more than half of the fatal accidents in the construction industry involved workers falling from height. Falling a few feet can be fatal. After a discussion with the Chairperson of the ITF-SSI, it is worthwhile to draft a poster to provide simple and clear message to the industry stakeholders on good working at height safety practices, especially for working even at a few feet height from the floor.

With the support from the Chairperson of the ITF-SSI, the “Poster No. P-CSY-001-14 – Working at Height Safety” was drafted. The draft Poster was circulated to the Members of the ITF-SSI for comment on 27 August 2014. The revised version (incorporated with appropriate comments received) was sent out again on 2 September 2014 for their comment. The latest version was submitted to Com-CSY Meeting No. 003-14 for endorsement.

After deliberations, Members of the Com-CSY endorsed the “Poster No. P-CSY-001-14 – Working at Height Safety” in principle with minor comments (such as adjustment on the title of the Poster and pictures and addition of a Remarks) for incorporation.

VK & CIC  
Secretariat

[**Post Meeting Note:** the revised Construction Safety Poster No. P-CSY-001-14 was published on 19 September 2014.]

### **3.8 Progress of of the Task Force on Review of Major Construction Method Statements**

CKiL briefed Members on the paper CIC/CSY/P/017/14 regarding “Progress of the Task Force on Review of Major Construction Method Statements”.

The feasibility study and feedback from Members of the Task Force

regarding engagement of technical writers was reported. In view of the current situation and the limited resources, it was agreed to adopt an alternative approach. That is to conduct a Consultancy for the three previously identified high risk activities as a trial. However, the scope of the works of the Consultancy would be narrowed down to preparation of method statement and collection of feedback from industry only. Members of the Task Force was updated on the above and requested to shortlist 3 activities for trial on 27 August 2014.

The assignment brief of the Consultancy Project would be prepared upon the agreement on the alternative proposal was obtained from Members of the Task Force.

Members took note of the progress of the Task Force on Review of Major Construction Method Statements.

*(DP left the meeting at 4pm)*

### **3.9 Progress of the Task Force on Site Housekeeping**

FW briefed Members on the paper CIC/CSY/P/018/14 regarding “Progress of the Task Force on Site Housekeeping”.

The Guidelines on the Implementation of “P” and “N” Caring Programme was under progress. CIC Secretariat sent invitation to various industry stakeholders for collecting information on the implementation of “P” and “N” caring programme in August 2014.

The CIC Secretariat was reviewing and consolidating the collected information from over ten major contractors and would prepare the draft Guidelines accordingly. The draft Guidelines would be circulated among Members of the Task Force for review and then submitted to Com-CSY for endorsement.

FW also reported the progress of the two Award Schemes with OSHC. The first one was the “Construction Safety Day”. It was a forum and award presentation ceremony, and was held successfully on 9 July 2014. The second one was the Good Housekeeping Promotional Campaign which would be held again in 2014. The aim of the captioned campaign is to encourage organisations to improve the management of their workplaces by adopting 5S systematic approach so that they can maintain a clean, safe and healthy working environment.



On 5 September 2014, Mr Christopher TO and Ms Angela YUEN (CIC) have met with Ms Bonnie Yau, the Executive Director of OSHC and discussed on the possibility of further collaboration.

Members took note of the progress of the Task Force on Site Housekeeping.

### **3.10 Progress of Administration Charges for Reporting of Site Accidents**

AaY briefed Members on the paper CIC/CSY/P/019/14 regarding “Progress of Administration Charges for Reporting of Site Accidents”. A A5 size promotional leaflet on “Five Steps for Employees' Compensation Claims” (based on the design of the A2 size poster) was produced in June 2014 to step up the publicity. With the assistance of CIC, over 4,000 copies of leaflet were distributed to Workers Registration Office, SRS Registration Office, Hong Kong Construction Industry Employees General Union (HKCIEGU), Federation of Hong Kong Electrical and Mechanical Industries Trade Unions (FHKEMITU), and Construction Site Workers General Union (CSWGU) in August 2014.

Besides, two sets of survey design targeting at principal contractors and sub-contractors, as well as workers, respectively, were drafted by the consultant “Mercado Solutions Associates Ltd.” (MSA). The survey was revised based on the discussion in the meeting on 12 June 2014 and was sent to LD for comments in mid August 2014. The updated version was submitted to Com-CSY Meeting No. 003/14 for comment before conducting the survey. Some comments received in the meeting which needed minor adjustments.

For the one targeting at principal contractors and sub-contractors, a pilot study was conducted in late August 2014 to examine the market feedback. The survey was expected to conduct in September 2014. Meanwhile, the one targeting at workers was anticipated to conduct in October 2014.

Members took note of the progress of Administration Charges for Reporting of Site Accidents.

### **3.11 Experience Sharing on Safety Visit to Kaohsiung, Taiwan and the 9<sup>th</sup> Taiwan Safety Culture Forum**

The experience sharing presentation would be postponed to the next

Com-CSY Meeting No. 004/14.

**3.12 Any Other Business**

GW of MTRC illustrated a video for the “iPromise Campaign” to Members of the Com-CSY.

LN suggested to add in page number for all the corresponding papers in the Meeting Agenda of all CIC meetings for easy reference.

**3.13 Next Meeting**

24 November 2014 (Monday) at 2:30 pm at Meeting Room No. 1, CIC Headquarters.

**[Post Meeting Note:** The next Com-CSY Meeting No. 004/14 would be re-scheduled on 18 December 2014 (Thursday).]

There being no further business, the meeting adjourned at 5:00 pm.

**CIC Secretariat**  
**September 2014**