

Construction Industry Council

Committee on Construction Site Safety

Meeting No. 003/11 of the Committee on Construction Site Safety was held on Friday, 16 September 2011 at 2:30 pm 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
	AU Choi-kai	(CKA)	
	CHEW Tai-chong	(TCC)	
	CHOW Luen-kiu	(LKC)	
	KO Jan-ming	(JMK)	
	KWAN Yuk-choi, James	(YCK)	
	LAM Oi-ki, Peter	(OKL)	
	WAN Koon-sun	(KSW)	
	James BLAKE	(JB)	Kowloon-Canton Railway Corporation (KCRC)
	CHOW Ping-wai	(PCH)	Hong Kong Construction Industry Employees' General Union (HKCIEGU)
	Ian EDWARDS	(IE)	Hong Kong Construction Association (HKCA)
	KUOK Hoi-sang	(HSK)	Hong Kong Federation of Electrical and Mechanical Contractors (HKFEMC)
	Victor KWONG	(VK)	Hong Kong Occupational Safety and Health Association (HKOSHA)
	Dominic LAM	(DL)	Hong Kong Federation of Insurers (HKFI)
	LEUNG Man-ho	(MHL)	Development Bureau (DevB)
	Derrick PANG	(DP)	Hong Kong Construction Association (HKCA)
	TSO Sing-hin	(SHT)	Labour Department (LD)
	TSANG Ting-fat	(TFT)	Hong Kong Construction Sub-contractors Association (HKCSA)
In Attendance :	Francis WONG	(FW)	Chairperson of Task Force on Site Safety of Refuse Disposal (TF-RDS)

	Anthony CHAN	(AnCN)	Chairperson of Task Force on the Application of Mediation on Construction Injuries Dispute (TF-MCI)
	LEUNG Chi-kai	(CKaL)	Buildings Department (BD)
	Terry CHING	(TCG)	Housing Authority (HA)
	Kam LO	(LK)	Hong Kong General Building Contractors Association (HKGBCA)
	Charles WONG	(CWG)	Director (Training)
	Alex LEUNG	(AL)	Senior Manager (Council Services) 1
	Angela YUEN	(AaY)	Manager (Council Services) 1
In Attendance:	Edmond CHAN	-	Gammon Construction Limited
(For Experience	MA Chi-Sing	-	Dragages Hong Kong
Sharing Sessions)	Bille LAM	-	Leighton Contractors (Asia) Ltd
Apologies :	Thomas HO	(TH)	
	WONG Chik-wing,	(MW)	
	Mike		
	KWAN Yuk-choi	(YCK)	
	Ada FUNG	(AF)	Housing Authority (HA)
	Philip CHAN	(PhCN)	Authorised Person (AP)
	LAU Chi-keung	(CKeL)	Real Estate Developers Association of Hong Kong (REDA)
	LAU Chi-kin	(CKiL)	Registered Structural Engineer (RSE)
	PANG Long	(LP)	Construction Site Workers General Union (CSWGU)
	TANG Wah-shing	(WST)	Occupational Safety and Health Council (OSHC)
	David TSE	(DdT)	Hong Kong General Building Contractors Association (HKGBCA)
	CHAN Kin-kwong	(KnKC)	Drainage Services Department (DSD)
	Ros LAM	(RL)	Office of the Commissioner of Insurance

PROGRESS REPORT

Action

3.1 Confirmation of the Progress Report of the Com-CSS Meeting No. 002/11 held on 16 June 2011

Members took note of Progress Report CIC/CSS/R/002/11 and confirmed the progress report of the last meeting held on 17 June 2011.

3.2 Matters Arising from the Previous Meeting

Agenda item 2.6 AL reported that LD had provided preliminary information and analysis on high risk construction activities to CIC Secretariat on 9 September 2011. CIC Secretariat would study the information and further discuss it with CKiL, the Chairperson of the Task Force on Review of Major Construction Method Statements, to decide the scope for the possible consultancy study.

Agenda item 2.8 This item was discussed in Agenda Item 3.12.

Agenda item 2.9 This item was discussed in Agenda Item 3.13.

Agenda item 2.11 This item was discussed in Agenda Item 3.7.

See item 3.9 which was reported after item 3.2

3.3 Experience Sharing Sessions

(Edmond CHAN of Gammon, Bille LAM of Leighton and CS MA of Dragages joined the meeting at 3:00pm.)

Experience Sharing by the invited main contractors
HWC briefed that CIC Secretariat had invited three foreign-based main contractors (i.e. Gammon from United Kingdom, Leighton from Australia, and Dragages from France) to share their experience on how they successfully adopted their overseas experience of site housekeeping, cleanliness and tidiness at the construction sites in Hong Kong.

In the presentation, various suggestions raised by the main contractors were summarised as follows:

Action

- (i) The concept of area management
Area management would be used to separate the workplace into sub-areas and each sub-area would be supervised by different site staff. The advantages of using area management were the delegation of responsibility, frontline engagement, and daily monitoring with prompt rectification.

- (ii) Using Pictorial Format for illustration
Using pictorial format to present the housekeeping standard so that workers and subcontractors could try to cope with the requirements and monitor the progress easily.

- (iii) Implementation of site installation plan
It was crucial to prepare the site installation plan during pre-project stage and to adopt its requirements during the construction stage. The plan should include the requirements of traffic management, loading/unloading bays, storage area, provision of welfare facilities, arrangement and facilities to reduce the dust nuisance and waste management.

- (iv) Core elements of housekeeping in construction sites
Good housekeeping was the Key Performance Indicator (KPI) of safety in construction sites. The core elements of company's safety rules and standards should include designated access for pedestrian and vehicle, access control plan, designated storage area and working area, regular cleaning, and the provision of training areas and welfare facilities.

(JB, Edmond CHAN of Gammon, Bille LAM of Leighton and CS MA of Dragages left the meeting at 3:40pm.)

HWC invited members to express their views on site cleanliness and tidiness. Both MHL of DevB and TCG of HA advised that the elements concerning the Pay for Cleanliness and Tidiness were being reviewed by DevB and HA respectively. OKL opined that whether there would be any possibility to identify the provision ratio of welfare facilities based on the number of workers working in construction sites.

Action
FW

HWC recommended FW, the Chairperson of Task Force on Site Cleanliness and Tidiness, to take note of the above suggestions in its work.

3.4 **Strengths of Hong Kong Construction Industry**

AL introduced the paper CIC/CSS/P/020/11 regarding the Strengths of Hong Kong Construction Industry. Members were invited to deliberate on the topic and were informed that the conclusion of such would be reported to the Strategic Planning Steering Committee at its upcoming meeting scheduled in November 2011.

CIC
Secretariat

Members expressed their views as below:

- (i) **Excellent Project Management Experience**
Hong Kong construction industry was good at project management in terms of time management, quality control, collaboration among different professionals, subcontracting management, and the control of site safety.
- (ii) **Well Established Responsibilities of Relevant Personnel**
The system of Authorised Persons (AP), the Registered Structural Engineers (RSE), the Registered Geotechnical Engineers (RGE) and Authorized Signatory (AS) of the Registered Contractor (RC) were well established in accordance with the Buildings Ordinance in Hong Kong. All professionals (AP, RSE, RGE, and AS and others) were responsible for the site supervision and safety management.
- (iii) **The Competency of the Site Workers**
In general, the construction workers in Hong Kong were more competent in terms of their site working experience, skills and safety knowledge when comparing with the workers in the Mainland. There were still lots of unskilled labours (some of them might be farmers previously) working in the construction sites in the Mainland.
- (iv) **The Implementation and Supervision of Site Safety**
There was a comprehensive set of safety standards and requirements as stipulated in the Mainland. Nonetheless, the implementation and monitoring of the same were far behind standard when comparing with Hong Kong.

Action

3.5 Informal Working Group on Site Safety Incidents and the Issuance of Site Safety Alert

AL introduced the paper CIC/CSS/P/021/11 on the “Informal Working Group on Site Safety Incidents and the Issuance of Site Safety Alert”.

(a) Issuance of the Safety Alert

Chairman highlighted that in view of the time taken for completion of all the necessary procedures for CIC to formulate detailed Safety Guidelines, issuance of Safety Alert would be an alternative to provide initial recommendations to the industry stakeholders on safety measures to reduce the possibility of the same type of accident from happening again.

After discussions, Members agreed that the Safety Alert on Fabrication of Reinforcement Cages of Bored Piles (Safety Alert on FRCBP) should be issued as earliest as possible.

CIC Secretariat would seek legal advice on the Disclaimer of the Safety Alert. To standardise the categorisation of the CIC documents and the respective disclaimer for each type of document, legal advice might be sought in a collective manner. It was agreed that the revised Safety Alert on FRCBP would be circulated to members for their endorsement prior to issue.

**CIC
Secretariat**

(b) Membership List of the Informal Working Group

Members were informed that in addition to the Working Group Chairperson Mr Victor Kwong, the proposed members for the Informal Working Group were comprised of the representative(s) from LD and BD while ad-hoc members would be appointed on a needed basis. Chairman recommended that representative(s) from HKCA and workers union should be considered as the core members for this Working Group. Members agreed the new composition of the Working Group as proposed by Chairman.

Action

3.6 Guidelines on the Application of Pay for Safety Scheme (PFSS)

AL introduced the paper CIC/CSS/P/022/11 on the “Guidelines on the Application of Pay for Safety Scheme (PFSS)”.

CIC Secretariat reported that an informal meeting with DevB, BD and HA was held on 23 August 2011. Various comments and concerns raised by them were summarized in the mentioned paper. It was considered that the key objectives and the content of the Guidelines should be revised. The revised Guidelines should aim at encouraging industry stakeholders to take concerted efforts in improving site safety performance by adopting the “pay-for-safety” principle. It should allow flexibility to both public and private sectors in its implementation for different projects. It was proposed to formulate an informal ad-hoc working group comprising of representatives from DevB, HA, BD, LD, REDA and HKCA to review and discuss the content of the Guidelines to enhance its applicability.

(LK left the meeting at 4:45 pm.)

3.7 Task Force on Site Safety of Refuse Disposal

AL introduced the paper CIC/CSS/P/023/11 on the “Task Force on Site Safety of Refuse Disposal”.

AL briefed that the Com-CSS decided to set up a new Working Group on Site Safety Incidents in the last Com-CSS meeting and certain level of its works would be overlapped with this Task Force. It was recommended to review the possible approaches which this Task Force should be focused on in future.

In view of the importance of site cleanliness and tidiness to enhance safety in the construction industry, it was discussed and agreed that the existing Task Force on Site Safety of Refuse Disposal would be reformed to the Task Force on Site Cleanliness and Tidiness to expand its existing scope and to explore feasible measures in promoting cleanliness and tidiness at construction sites.

Action

Members endorsed the proposed Terms of Reference and Membership of the reformed Task Force chaired by Prof. Francis Wong.

3.8 Progress of Activities of the Task Force on Site Safety of Working in Lift Shaft

AL introduced the paper CIC/CSS/P/024/11 on the “Progress of Activities of the Task Force on Site Safety of Working in Lift Shaft”.

It was reported that the draft Guidelines on Safety of Lift Shaft Works (Volume 2 – During Lift Installation Stage until Issue of Occupation Permit and Handing Over to Developer) (Volume 2 of the Guidelines) would be reviewed by the Task Force in late September 2011. The final draft of it was planned for submission to Com-CSS at its next meeting for endorsement.

Members took note of the progress of the Task Force in the preparation of the Volume 2 of the Guidelines.

3.9 Progress of Activities of the Task Force on Working in Hot Weather

JB, the Task Force Chairperson, reported the progress of the HKU Research Team (Research Team) on the “Management of Heat Stress on Construction Workers in Hot Humid Weather” Research Study (the Study). The Research Team had conducted preliminary analysis and on-site data collection of the main study had been started on 6 June 2011.

The Research Team had finished on-site data collection with 25 groups of workers from 21 sites and 6 sites were left in the schedule to be visited. The selection of sites covered a wide range of construction projects including civil works, building sites, Repair, Maintenance, Alternations and Additions (RMAA) projects, piling works, geotechnical works and demolition projects.

Meanwhile the Research Team was working on the review of current practices and the draft review should be completed shortly.

Action

Discussion on the Study

Members took note of the progress of the Study. Members generally supported the direction of the Study could determine the impact of heat stress on the health and working performance of workers in construction sites.

DP advised that HKCA had launched a pilot scheme for bar-benders in some construction sites this summer. They altered their work-break cycle to reduce their heat exposure to hot environment through taking regular breaks so as to minimise the possibility of heat stroke occurred.

FW advised that Hong Kong Polytechnic University (HKPU) had also conducted a similar study on heat stress impact on construction workers. The main objective of their research was focused on the heat stress on bar-benders. Their on-site research covered over twenty construction sites including projects of Housing Authority (HA) and private developers. An industrial forum would be organised by HKPU by the end of this year.

The Way Forward

Chairman thanked the sharing from members on the Study and invited FW, DP and other members to provide relevant information to the CIC Secretariat. CIC Secretariat was requested to pass the summary of discussions and any relevant information to be received from Members to the Research Team so that they could take them into considerations when refining the existing guidelines on site safety measures for working in hot weather.

Programme of the Study

The CIC Secretariat advised that the Research Team had encountered unexpected difficulties during the site study (as reported by the Research Team) and the overall study might take a longer period than the planned one. It was envisaged that there might be an overall 4 to 6 months delay in the programme (i.e. It was expected to be completed in April - June 2012).

Members took note of the difficulties of the works being conducted during on-site research and the anticipated programme slip. Chairman suggested the Study and the revised guidelines should preferably be completed by the Research Team on or before the summer months of next year.

Action

- 3.10 **Progress of Activities of the Task Force on Site Safety Training**
CWG introduced the paper CIC/CSS/P/025/11 on the “Progress of Activities of the Task Force on Site Safety Training”.

CWG briefed that the training requirements for site management and supervisory staff, as well the syllabi and the exemption requirements for the proposed training were almost finalized by the Informal Working Group. DevB and HA also agreed to include the abovementioned safety training requirements into their future work contracts. Meanwhile, a letter was prepared and would be sent to the relevant stakeholders soliciting their views and comments on the proposed syllabi and exemption criteria.

Members took note of the progress of the Task Force on the development of site safety training for construction industry in Hong Kong.

(JMK and HSK left the meeting at 5:00 pm.)

- 3.11 **Progress of Activities of the Task Force on Safety of Repair, Maintenance, Alternations and Additions (RMAA) Sites**

SHT, the Task Force Chairperson, reported the progress of the Task Force. The Task Force meeting was held on 12 September 2011 and the key issues were summarised as below:

- (i) **Increasing the Publicity Opportunity**
Regarding the publicity opportunity, it was suggested to liaise with Housing Society (HS) and Urban Renewal Authority (URA) to investigate the possibility of hanging banners and posters to promote safety precautionary measures at sites of Operation Building Bright (OBB) projects.
- (ii) **Adopting Pay for Safety Scheme (PFSS) in RMAA sites**
An informal meeting had been held among HS, URA and LD to discuss the feasibility to adopt PFSS in RMAA sites. HS and URA stated their roles as “fund management” and expressed reservation for them to implement the concept of PFSS on the OBB projects.

Action

As the funding for OBB projects came from DevB, Chairman suggested MHL to check with DevB and to seek for views on the feasibility of adopting PFSS in OBB projects.

MHL

3.12 Technical Guidelines for the Design, Installation and Maintenance of Cast-in Anchor Devices

The CIC Secretariat reported that the Technical Guidelines were issued on 8 July 2011. The request letter to the Director of Buildings for his consideration of issuing of Practice Note for AP based on the Technical Guidelines was being finalised.

3.13 Guidelines on Handling Construction Work Injury and Fatal Accident Cases

The CIC Secretariat reported that the Guidelines were issued on 22 July 2011.

3.14 Any Other Business

(a) Task Force on Safety of Tower Cranes

It was discussed that Mr Thomas Ho (TH) had resigned from any chairmanship for the Task Forces under Com-CSS and as such, new chairmanship should be assigned to those active Task Forces previously chaired by TH.

In the past, Mr Danton Lee of Gammon had assisted significantly in the coordination work for the Task Force on Safety of Tower Cranes, HWC advised that Mr Lee would be a suitable potential candidate for chairmanship of the mentioned Task Force. Members took note of it and endorsed the appointment of Mr Lee as the chairperson of this Task Force.

HWC thanked Mr Thomas Ho for his contribution in the past and his continual commitment to the Committee and its Task Forces.

(Post Meeting Note: Mr Danton Lee of Gammon verbally accepted the appointment by the Com-CSS as the Task Force Chairperson on Safety of Tower Cranes.)

(b) Information Sharing

CIC Secretariat tabled an article titled “Major Contractors to share safety expertise as onsite fatalities rise” received from one of the Com-CSS members for members’ information.

(c) Construction Safety Symposium

VK advised that a construction safety related seminar titled “Two Coasts, HK and Macao OH Symposium” was being organised by HKOSHA and would be held from 14 to 16 November 2011 at Eaton Smart Hotel in Hong Kong. The objective of the Symposium would be to exchange the site safety management experience from other regions.

(d) Short term and Long Term Strategies for Com-CSS

Chairman expressed concerns on the number of fatal accidents in this year so far. There were 15 fatal cases in the first eight months of this year when compared to 11 cases in the whole year of 2010.

Chairman suggested that the Members should brainstorm the short term, medium term and long term strategies for Com-CSS in the next meeting.

3.15 Next Meeting

11 November 2011 (Friday) at 2:30 pm at CIC Headquarters

There being no further business, the meeting adjourned at 5:25 pm.

CIC Secretariat
November 2011