

**Construction Industry Council**

**Committee on Construction Site Safety**

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Meeting No. 003/10 of the Committee on Construction Site Safety was held on Wednesday, 11 August 2010 at 2:30 pm at Room 1201, Murray Building, Garden Road, Central.

|                 |                  |        |   |
|-----------------|------------------|--------|---|
| Present:        | CHEUNG Hau-wai   | (HWC)  | Chairman  |
|                 | CHEW Tai-chong   | (TCC)  |   |
|                 | CHOW Luen-kiu    | (LKC)  |   |
|                 | Thomas HO        | (TH)   |   |
|                 | KO Jan-ming      | (JMK)  |   |
|                 | KWAN Yuk-choi    | (YCK)  |   |
|                 | LAM Oi-ki, Peter | (OKL)  |   |
|                 | LAM Siu-tong     | (STL)  |   |
|                 | WAN Koon-sun     | (KSW)  |   |
|                 | LEUNG Man-ho     | (MHL)  | Development Bureau  |
|                 | Derrick PANG     | (DP)   | Hong Kong Construction<br>Association (HKCA)                        |
|                 | KUOK Hoi-sang    | (HSK)  | Hong Kong Federation of<br>Electrical and Mechanical<br>Contractors |
|                 | David TSE        | (DdT)  | Hong Kong General Building<br>Contractors Association               |
|                 | Victor KWONG     | (VK)   | Hong Kong Occupational Safety<br>and Health Association             |
|                 | Philip CHAN      | (PhCN) | Authorised Person (Architect)                                       |
|                 | Ada FUNG         | (AF)   | Housing Authority   |
|                 | James BLAKE      | (JB)   | Kowloon-Canton Railway<br>Corporation                               |
|                 | TSO Sing-hin     | (SHT)  | Labour Department   |
|                 | TANG Wah-shing   | (WST)  | Occupational Safety and Health<br>Council (OSHC)                    |
|                 | LAU Chi-keung    | (CKeL) | Real Estate Developers Association<br>of Hong Kong                  |
| In Attendance : | LEUNG Chi-kai    | (CKaL) | Buildings Department  |
|                 | TSUI Wai         | (WT)   | Drainage Services Department  |
|                 | Terry CHING      | (TCG)  | Housing Authority   |
|                 | YU Pak-kuen      | (PKY)  | OSHC  |
|                 | Charles WONG     | (CWG)  | Director (Training)   |
|                 | Alex LEUNG       | (AL)   | Senior Manager (Council Services) 1                                 |
|                 | Raymond KWOK     | (RKK)  | Manager (Council Services) 3  |

|             |                         |        |  |
|-------------|-------------------------|--------|--|
| Apologies : | AU Choi-kai             | (CKA)  |  |
|             | WONG Chik-wing,<br>Mike | (MW)   |  |
|             | PANG Long               | (LP)   | Construction Site Workers General<br>Union                               |
|             | Ian EDWARDS             | (IE)   | Hong Kong Construction<br>Association                                    |
|             | LAI Chi-hung            | (CHL)  | Hong Kong Construction Industry<br>Employees' General Union<br>(HKCIEGU) |
|             | Dominic LAM             | (DL)   | Hong Kong Federation of Insurers   |
|             | LAU Chi-kin             | (CKiL) | Registered Structural Engineer   |

## **PROGRESS REPORT**

### **Action**

#### **3.1 Confirmation of the Progress Report of the Com-CSS Meeting No. 002/10 held on 19 May 2010**

Members took note of Progress Report CIC/CSS/R/002/10 and approved the progress report of the last meeting held on 19 May 2010.

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

Agenda item 2.2 The proposal to establish a key performance indicator (KPI) to assess the performance of the Com-CSS would be reviewed by the Secretariat after seeking the advice of Labour Department and would be reported back to the Com-CSS.

Agenda item 2.2 The Guidelines on Safety of Lift Shaft Works (Volume 1) were released (softcopy only) on 22 July 2010. Members were notified by the CIC Secretariat via email on 21 July 2010 prior to the publication of the Guidelines. Hardcopy of the Guidelines would be provided upon request.

Agenda item 2.3 Members noted that the CIC Secretariat had prepared a draft letter reminding the adoption of safety precautionary measures when working with material hoistways in construction sites. The letter would be issued

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to the HKCA and other relevant professional institutes when reviewed by the Com-CSS Chairman.

**HWC**

Agenda item 2.3 The paper prepared by Labour Department on safety records for new works in 2005 – 2009 would be discussed in Agenda item 3.5.

Agenda item 2.4 Members discussed and agreed the amended terms of reference (ToR) and the membership of the new Task Force on the Review of Major Construction Method Statements. Members also noted that subject to the recommendation of the Task Force, funding for an external consultancy for the review and preparation of working sequences and method statements for protecting the safety of workers might be sought accordingly.

Agenda item 2.5 The draft work plan for the Com-CSS in 2010/2011 prepared by the CIC Secretariat would be discussed in Agenda item 3.12.

Agenda item 2.7 The paper prepared by Labour Department on the safety situation of tunnelling works would be discussed in Agenda item 3.6.

Agenda item 2.7 The Com-CSS Chairman would share with Members the experience and findings collected from the reconstruction works of Sichuan in Agenda item 3.3.

Agenda item 2.7 OSHC would present their study tour in Japan held in May 2010 in Agenda item 3.4.

### **3.3 Experience Sharing of Sichuan Reconstruction Work**

The Chairman shared with Members the experience acquired through a workshop on the quality and safety of reconstruction work in Sichuan in July 2010. He highlighted the five principal parties responsible for safety and quality in the mainland, namely

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the developer/client, the design institute (設計院), the site investigation unit, the supervisor (監理) and the contractor.

**3.4 Benchmarking Study on Construction Safety in Japan**

Representative from OSHC presented the main points observed during a 5-day study tour on construction safety in Japan in May 2010. The overall safe working culture in the construction industry of Japan was highly appreciated by Members. Members discussed and identified a number of good practices adopted in Japan, such as ‘sharp-edge protection’, ‘handrail-first working platform’, and ‘shouting out on safety issues before work’, which might be considered and recommended for the construction industry in Hong Kong, in particular for repair, maintenance, alterations and additions (RMAA) works. Besides, ‘Kiken Yochi activities’, or ‘tool-box approach’ for new participants attending a construction site might also be promoted to facilitate new site staff in familiarising themselves with specific hazardous areas and safety requirements. TCC agreed to share the experience of MTRCL in carrying out induction training for new site staff.

**TCC**

Members also agreed that information about ‘near miss’ accidents should be shared to raise the safety awareness of all stakeholders. As a start, the CIC Secretariat could liaise with MTRC and Housing Authority for such information.

**MTRC/  
Housing  
Authority/  
CIC  
Secretariat**

*(YCK left the meeting at 3:45 pm)*

**3.5 An Analysis of New Works Accidents in the Construction Industry (2005 – 2009)**

SHT introduced the paper by explaining an analysis of new works related accidents occurred in 2005 to 2009. From the statistics, Members noted the major types of accident which had taken place in the construction industry. Labour Department was requested to advise the Com-CSS the necessary follow-up actions so as to prevent similar accidents from happening again.

**LD**

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**3.6 Industrial Accidents in Tunnelling Works in the Construction Industry (2000 – 2009)**

SHT explained the paper which summarised the industrial accidents in tunnelling works from 2000 to 2009. Members noted the statistics provided by Labour Department. As tunnelling works were mainly adopted by MTRC and Drainage Services Department, they were invited to consider to jointly organise workshops to share their safety management experience.

**DSD/  
MTRC**

**3.7 Progress of Activities of the Task Force on Working in Hot Weather**

JB reported to Members that the Research Team led by HKU had been commissioned to carry out the study on “Management of Heat Stress on Construction Workers in Hot and Humid Weather”. Regarding the request of the Research Team for media exposure of the study, Members discussed and agreed that publicity in relation to the Research should only be considered upon completion of a substantial part of the Study and when there was a constructive contribution to the industry.

**3.8 Guidelines on Safety of Lift Shaft Works**

AF reported that Volume 1 of the Guidelines had been published on 22 July 2010. The Task Force would start developing Guidelines for works in Stages 2 and 3. It was agreed that a briefing for the media might be considered upon completion of all the guidelines for Stages 1, 2 and 3.

*(DP and AF left the meeting at 4:45 pm)*

**3.9 Progress of Activities of the Task Force on Work Safety of Repair, Maintenance, Alterations and Additions (RMAA) Sites**

SHT briefed Members on the Paper CIC/CSS/P/022/10 about the informal meeting held on 23 July 2010 for setting the way forward for the Task Force. Members noted and agreed that publicity of RMAA work safety should be strengthened through collaboration with key industry stakeholders. The Committee

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saw there was merit to invite BD, URA and the Housing Society, which provide loan and grant for building repair, to adopt the principle of the Pay for Safety Scheme, which was used in works funded by the public, in the Operation Building Bright (OBB) programme. BD and LD representatives were requested to discuss the proposal and the detail arrangement with Housing Society and the URA. To enhance the safety performance of major renovation, repair and alteration works, BD and LD representatives were also invited to consider incorporating requirements for protecting the safety of workers when formulating the method statements and work procedures of minor works and mandatory building repair works.

**BD/LD**

*(JB left the meeting at 5:00 pm)*

**3.10 Progress of Activities of the Task Force on Site Safety Training**

Members noted the latest progress in the development of Silver Card Training for Electrical Worker, Trench Excavator and Tunnelling Worker. CICTA was invited to explore the possibility of combining Green Card training with some of the Silver Card Training.

Members also noted the progress of the Task Force in finalising the proposed training course for consultants' and contractors' site managerial and supervisory staff. Members suggested that the Task Force should review the current safety training provided at the tertiary education for construction related disciplines and the related guidance as necessary.

*(PhCN left the meeting at 5:10 pm)*

*(JMK and CKeL left the meeting at 5:20 pm)*

**3.11 Summary of Discussion of the Task Force on Construction Site Safety Strategic Development**

Paper CIC/CSS/P/024/10 summarised various suggestions raised by the Task Force for the improvement of site safety performance. The suggestions would be kept in view and to be discussed at the next Com-CSS meeting.

**Action**

**3.12 Work Plan for 2010 - 2011**

CIC Secretariat introduced the Paper CIC/CSS/P/025/10 on the proposed work plan for the Com-CSS in 2010 to 2011. The plan prioritised the tasks and define time frames for achieving key deliverables by the Com-CSS and its Task Forces.

Members noted and endorsed the Work Plan (see Annex A) proposed in the paper.

**3.13 Any Other Business**

Members noted the letter dated 17 May 2010 received from the Hong Kong Occupational Safety and Health Association and would study their suggestions on improvement of site safety.

**3.14 Next Meeting**

10 November 2010 (Wednesday) at 2:30 pm at Room 1201  
Murray Building.

**All**

There being no further business, the meeting adjourned at 5:10 pm.

**CIC Secretariat**  
**November 2010**



|   | Year 2010 |     |     |     |     | Year 2011 |     |     |     |     |     |     |     |     |     |     |     | Year 2012 |     |     |     | Remarks |  |
|---|-----------|-----|-----|-----|-----|-----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----------|-----|-----|-----|---------|--|
|   | Aug       | Sep | Oct | Nov | Dec | Jan       | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan       | Feb | Mar | Apr |         |  |
| <b>Committee on Construction Site Safety</b><br><br><b>4 Application of Mediation on Construction Injuries Dispute</b><br>- review current situation in the settlement of construction injuries dispute;<br><br>- deliberate the applicability of employing mediation for resolving construction injuries dispute, and promote its application if appropriate;<br><br>- prepare guidelines / leaflets on the application of mediation on construction injuries dispute;<br><br>- consult stakeholders before issuance of the guidelines / leaflets. |           |     |     |     |     |           |     |     |     |     |     |     |     |     |     |     |     |           |     |     |     |         |  |
| <b>5 Site Safety Training</b><br>- identify the training needs on site safety for contractors' and consultants' site directorial, managerial and supervisory personnel in the construction industry;<br><br>- design and propose safety training programmes for the mentioned personnel;<br><br>- make recommendations for the implementation of the site safety training requirements;<br><br>- propose possible incentive measures for the construction industry and its practitioners to follow the site safety training requirements            |           |     |     |     |     |           |     |     |     |     |     |     |     |     |     |     |     |           |     |     |     |         |  |
| <b>6 Permanent Safety Features</b><br><br>- complete drafting of the input (in the form of guidelines) to BD for their issuance of Practice Notes on Design, Installation and Maintenance of Cast-in Anchor Devices at External Walls of New Buildings  |           |     |     |     |     |           |     |     |     |     |     |     |     |     |     |     |     |           |     |     |     |         |  |
| <b>7 Promotion of the Pay For Safety Scheme (PFSS)</b><br>- prepare guidelines to facilitate both the private and public sectors in the adoption of PFSS  |           |     |     |     |     |           |     |     |     |     |     |     |     |     |     |     |     |           |     |     |     |         |  |

|   | Year 2010 |     |     |     |     | Year 2011 |     |     |     |     |     |     |     |     |     |     |     | Year 2012 |     |     |     | Remarks |   |
|---|-----------|-----|-----|-----|-----|-----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----------|-----|-----|-----|---------|---|
|   | Aug       | Sep | Oct | Nov | Dec | Jan       | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan       | Feb | Mar | Apr |         |   |
| <b>Committee on Construction Site Safety</b><br><br><b>8 Construction Site Safety Strategic Development</b><br>- review the successful experience of CDM application in public and private works, housing projects and other jurisdictions;<br><br>- conduct qualitative and quantitative cost benefit analysis of the implementation of CDM or other similar systems in the overseas<br><br>- deliberate future direction for improvement of safety performance in the industry  |           |     |     |     |     |           |     |     |     |     |     |     |     |     |     |     |     |           |     |     |     |         | CIC Research Team is now conducting the study       |
| <b>9 Review of Construction Method Statements</b><br>- review the works sequences and method statements of typical construction activities;<br><br>- identify the potential safety hazards in the works sequences and method statements currently adopted by the industry<br><br>- review existing legislations, codes of practice (if any), standards or specifications and identify the good practices and optimum working procedures for a particular construction activity under study<br><br>- recommend improvements to the works sequence and method statements for a particular construction activity under study for enhancing site safety at construction sites |           |     |     |     |     |           |     |     |     |     |     |     |     |     |     |     |     |           |     |     |     |         | external consultant would be appointed if necessary |
| <b>10 Site Safety of Refuse Disposal</b><br>- review the current practice of refuse disposal at construction sites;<br><br>- identify the potential safety hazards in association with refuse disposal at construction sites;<br><br>- review the existing legislations, codes of practice (if any), and identify the best practices in relation to site safety of refuse disposal at construction sites; and<br><br>- formulate strategies and measures for enhancing site safety of refuse disposal at construction sites.  |           |     |     |     |     |           |     |     |     |     |     |     |     |     |     |     |     |           |     |     |     |         |   |

Legend:  schedule