

Construction Industry Council

Committee on Construction Site Safety

Meeting No. 003/09 of the Committee on Construction Site Safety was held on Friday, 25 September 2009 at 2:30 pm at Room 1201, Murray Building, Garden Road, Central.

Present:	Thomas HO	(TH)	Acting Chairman
	AU Choi-kai	(CKA)	
	CHOI Chun-wa	(CWC)	
	KO Jan-ming	(JMK)	
	WAN Koon-sun	(KSW)	
	James BLAKE	(JB)	Kowloon-Canton Railway Corporation
	Anthony CHAN	(AnCN)	Hong Kong Construction Association
	Philip CHAN	(PhCN)	Hong Kong Institute of Architects
	Ada FUNG	(AF)	Housing Department
	Dominic LAM	(DL)	Hong Kong Federation of Insurers
	Charles WONG	(CWG)	Construction Industry Council Training Academy
	LEUNG Chi-kai	(CKaL)	Buildings Department
	LEUNG Man-ho	(MHL)	Development Bureau
	TANG Wah-shing	(WST)	Occupational Safety and Health Council (OSHC)
	TSANG Chiu-kwan	(CKT)	The Hong Kong Federation of Electrical and Mechanical Contractors
	TSO Sing-hin	(SHT)	Labour Department
TSUI Wai	(WT)	Drainage Services Department	
Francis WONG	(FW)	Hong Kong Polytechnic University	
In Attendance :	James CHIU	(JC)	CIC Member
	Terry CHING	(TCG)	Housing Department
	Alfred SIT	(AdS)	Electrical & Mechanical Services Department (EMSD)
	George LING	(KHL)	EMSD
	Arthur WONG	(ArW)	EMSD
	KUOK Hoi-sang	(HSK)	Lift and Escalator Contractors Association
	Tom VINING	(TV)	OTIS Elevator Company (HK) Limited (OTIS)
	Paul YEUNG	(PIY)	OTIS
Eva TANG	(EaT)	OTIS	

	Christopher TO	(CT)	Executive Director
	Alex LEUNG	(AL)	Senior Manager (Council Services) 1
	Raymond KWOK	(RKK)	Manager (Council Services) 3
Apologies :	Thomas KWOK	(TK)	Chairman
	Stanley HUI	(SH)	
	Ros LAM	(RL)	Office of the Commissioner of Insurance
	NG Kwok-kwan	(KwKN)	Hong Kong Construction Industry Employees' General Union
	PANG Long	(LP)	Construction Site Workers General Union
	William SIU	(WS)	Hong Kong Bar-Bending Contractors Association
	LAU Chi-keung	(CKeL)	Real Estate Developers Association of Hong Kong
	YU Koon-ching	(KCY)	Hong Kong Safety Supervisors Association

PROGRESS REPORT

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3.1 Confirmation of the Progress Report of the Com-CSS Meeting No. 002/09 held on 26 June 2009

Members took note of Progress Report CIC/CSS/R/002/09 and approved the progress report of the last meeting held on 26 June 2009.

3.2 Matters Arising from the Previous Meeting

Agenda item 2.2 Details of the marketing campaign for the 'Safety Partnering Programme' jointly implemented by the Real Estate Developers Association (REDA) and the Hong Kong Construction Association (HKCA) would be discussed at agenda item 3.13.

Agenda item 2.3 The updating of the Guidelines on Site Safety Measures for Working in Hot Weather would be discussed at agenda item 3.4(b).

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Agenda item 2.4 CWG reported that the Safety Seminar for Electrical Installation Works jointly organized by the CIC, the Housing Authority (HA) and the Labour Department (LD) was held on 21 September 2009. The seminar had covered topics of electrical installation works safety including case studies on past accidents, introduction of latest statutory requirements, and good practice of the industry. The event was successfully organized with more than 300 participants.

Agenda item 2.5 SHT stated that the Task Force on Work Safety of RMAA Sites would continue exploring the use of rapid demountable platform (RDP) developed by the Construction Industry Institute – Hong Kong (CII) with relevant industry stakeholders.

Agenda item 2.6 This would be discussed at agenda item 3.5.

Agenda item 2.7 This would be discussed at agenda item 3.8.

3.3 Improvement Measures to Enhance Lift Safety

(a) Presentation by EMSD

The CIC Secretariat briefed the Paper CIC/CSS/P/019/09 and representatives from EMSD were invited to present the latest improvement measures taken by EMSD for the enhancement of lift safety.

These measures included the allocation of additional resources for inspection, the strengthening of publicity and education, the publication of standard tender documents and guidelines for public reference, the announcement of serious lift incidents and the revision of code of practice. EMSD also established a rating system for the appraisal of the performance of lift maintenance contractors and would quarterly release the result. Any warning letters issued by EMSD to lift contractors would also be made public. Other than those measures, EMSD would keep on

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reviewing the current legislation with industry stakeholders.

After the presentation, Members discussed about the measures taken by EMSD for the enhancement of lift safety. The feasibility of the application of remote monitoring system was deliberated. Besides, Members were concerned about the procurement strategy commonly adopted by the market in soliciting the service of lift maintenance contractors. It was agreed that the concept of life cycle costing might help property owners to understand the importance of timely and quality maintenance works.

In view of the significant implication of works safety in relation to lift, it was suggested that a Task Force should be established to dedicate special efforts on the improvement of site safety of working in lift shaft. The proposed Terms of Reference (ToR) and Membership List were tabled for Members' comment. Subject to the incorporation of the comments raised at the meeting, the Com-CSS endorsed the establishment of the Task Force on Site Safety of Working in Lift Shaft and its ToR and Membership List.

(Post-meeting Note: AF accepted to be the Chairperson of the Task Force while TH would be the Deputy Chairperson. The revised ToR and Membership List after discussion with AF and a few other members at a Task Force preparation meeting on 16 Oct 2009 are provided at Annex A for reference).

(KHL and ArW left the meeting at 4:10 pm)

(b) Presentation by a Lift Manufacturer

As requested, the Acting Chairman agreed to discuss this item at the meeting first. JC stated that lift installation could have significant impact on safety. He believed it would be valuable to the Com-CSS to have a lift manufacturer/ maintainer sharing its experience and insights in the improvement of installation, operation and maintenance of lifts. HSK, the president of the Lift and Escalator Contractors Association, was also invited to participate in the discussion.

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Representative from OTIS was invited to present on issues related to lift safety. (Presentation materials were tabled for reference). He highlighted the approach for archiving zero accident and introduced a new method for lift installation using a running platform (the scaffoldless installation). Directions for improving lift safety such as application of remote surveillance system, the development of new technology, and the upgrading of maintenance tools had also been covered.

After presentation, Members deliberated on the scaffoldless system adopted for lift installation (by using a “Gondola”). It was acknowledged that the tight working schedule in Hong Kong might impose difficulties for the application of innovative construction technology. The scaffoldless approach would require more co-ordination between main contractor and lift contractor or any other sub-contractors. Members agreed that the mind-set of the whole industry might need to be adjusted to facilitate closer integration and cooperation among different parties.

OTIS also shared with Members the key to the improvement of their incident rate was the changing of the behaviour of workers and the establishment of a safety culture within the organization. Commitment from the management level would be one of the key factors for the success in the improvement of safety performance.

OTIS also introduced the remote elevator monitoring system which could facilitate 24-hour monitoring of the condition of the lift and allow proactive maintenance to be taken place.

(JC and representatives of OTIS left the meeting at 3:15 p.m.)

3.4 Way Forward for the Task Force on Working in Hot Weather

(a) Prevention of Legionnaires’ Disease

Members took note of the Paper CIC/CSS/P/021/09. AdS, the Vice Chairman of the Prevention of Legionnaires’ Disease Committee (PLDC), explained to Members about the health implications of the provision of cooling devices such as cooling fans with water spray as recommended in the Guidelines on Site

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Safety Measures for Working in Hot Weather (the Guidelines). He advised that the spray of water for cooling effect should be reconsidered as the source of water at site might be contaminated with Legionnaires' Disease. It was noted that there were other measures recommended by the Guidelines which could still protect workers when working in hot weather instead of spraying of water.

Members acknowledged the concern of the PLDC and agreed to take into consideration of the risk of Legionnaires' Disease when revising the Guidelines.

(b) Proposed Updating of the Guidelines on Site Safety Measures for Working in Hot Weather

The CIC Secretariat introduced the Paper CIC/CSS/P/022/09 and updated Members about the decision of Prof Albert CHAN of the Hong Kong Polytechnic University (PolyU) to withdraw the funding request, which was in general supported by the Com-CSS in the last meeting, for the proposed research on the effects of heat stress on construction workers in hot and humid weather. FW supplemented the reasons for the withdrawal were due to the departure of a key research team member and the climatic chamber for laboratory testing would likely to be unavailable during the research period.

Nevertheless, Members considered that it might be appropriate for the CIC to collect feedback from the industry about the practical application of the Guidelines after publication for more than one year. It would also be desirable to introduce a more scientific approach in setting out the safety standards and requirements in the Guidelines. Members agreed that the Task Force on Working in Hot Weather should be reactivated in leading the updating of the Guidelines.

**JB / CIC
Secretariat**

(AF and AdS left the meeting at 4:25 p.m.)

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3.5 **Progress Report for the Tendering of Consultancy Service for the Preparation of Construction (Design and Management) Guidelines**

The CIC Secretariat briefed Members the Paper CIC/CSS/P/023/09 about the progress of the tendering of consultancy service for the preparation of CDM Guidelines. An outline brief setting out the scope of services and deliverables of the consultancy was tabled for reference by the Com-CSS which Members had no comment on them.

3.6 **Progress Report of Meeting No. 002/09 of Task Force on Work Safety of Repair, Maintenance, Alterations and Additions (RMAA) Sites**

SHT briefed Members the Paper CIC/CSS/P/024/09. He highlighted that representatives from HA had delivered a presentation titled 'Maintenance Strategy for Sustainable Housing' and the Task Force agreed that the experience of HA could facilitate the industry in the development of better safety standards.

The safety of scaffolding works had also been discussed at the meeting. Members were concerned about the problem in association with scaffolding works. PhCN tabled some photos and a piece of "plastic sheet" which had been used as toe-board by some contractors in scaffolding works. Members opined that LD should take action against that kind of sub-standard scaffoldings. SHT explained that possible improvement measures such as the introduction of registration system for scaffolding contractors were under evaluation. LD had also made use of the system managed by the Construction Workers Registration Authority (CWRA) to approach the scaffolding workers to strengthen works safety training and education. Meanwhile, the possibility of extending the use of rapid demountable platform (RDP) would continue to be investigated by the Task Force.

(AnCN left at 4:30 p.m.)

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3.7 Progress of Activities of The Task Group on the Design, Installation and Maintenance of Cast-in Anchor Device

JMK introduced the Paper CIC/CSS/P/025/09 about the progress of the preparation of the guidelines on the standards, specifications and maintenance requirements of cast-in anchor devices for local application. Members took note of the draft guidelines and asked about the specifications of the steel rods and the expected life expectancy of the anchor. The comments collected from Members would be passed to the Task Group to follow-up. Members also noted that the guidelines were drafted for new buildings first and were intended to be published by the Buildings Department in the form of practice notes. Regarding the existing buildings, JMK would co-ordinate with the Task Group to follow-up on the issue.

3.8 Progress of Activities of the Informal Task Force on Site Safety Training

CWG introduced the Paper CIC/CSS/026/09 and updated Members on the progress of activities of the Task Force. The matrix of competencies (the Matrix) on safety aspects for directorial, managerial and supervisory level of construction personnel had been finalized and the Task Force had started consultation with industry stakeholders in the implementation of the training requirements. In the meantime, the CICTA and the OSHC had reviewed their courses to ensure the stipulated training requirements for safety compliances could be met.

CWG highlighted that the Task Force aimed to implement the training requirements in two stages. The first stage would involve the publication of a non-mandatory guidelines developed from the Matrix for reference by the industry. In the second stage, the Task Force might consider the administration of accreditation of trainers and course providers, the introduction of monitoring procedures, and the maintenance mechanism for the standards of the course providers.

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3.9 **Progress Report of Meeting No. 002/09 on the Informal Working Group on New Insurance Mediation Scheme (NIMS)**

The CIC Secretariat briefed Members the Paper CIC/CSS/P/027/09. Members of the Working Group generally agreed that mediation would be an effective mechanism which could assist the injured workers and the contractors/ insurance companies to settle a claim promptly and less costly compared to litigation.

The Working Group had also identified several ways to strategically promote the adoption of mediation in the industry. These include the preparation of guidelines on the whole injury compensation process to facilitate different industry stakeholders to understand their rights and obligations subsequent to the occurrence of an accident; the establishment of a telephone hotline providing direct enquiry service to the injured workers and the strengthening in promotion (e.g. in the form of posters and leaflets or press conference).

As the direction for the industry became clearer, it was proposed to transform the Working Group into “Task Force on the Application of Mediation on Construction Injuries Dispute”. The proposed ToR and Membership List were tabled for the consideration of the Com-CSS Members (see Annex B). Members approved the establishment of the new Task Force, and endorsed the ToR and Membership List.

3.10 **Progress Report of Meeting No. 001/09 on the Informal Task Force on Behavioural Aspects of Site Safety**

The Acting Chairman briefed Members on the Paper CIC/CSS/P/028/09. The Task Force on BAS was reactivated and constructive discussions were made following the presentations delivered by OSHC, China Light & Power and Tsing Hua University at Meeting No. 001/09 of the Task Force. It was planned that further experience sharing sessions from the Development Bureau, OSHC, HA, MTRCL and the British Chamber of Commerce/ Construction Industry Group would be arranged before concluding the way forward for the Task Force

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in facilitating the behavioural-based approach in site safety.

3.11 Progress of Activities of the Task Force on Safety of Tower Cranes

The Acting Chairman briefed Members on the Paper CIC/CSS/P/029/09. He highlighted that the Guidelines on Safety of Tower Cranes (the Guidelines) had been issued for more than one year and a reduction in the accident rate in relation to tower crane operation was observed since the publication. Feedback from the industry had been received by the CIC on the current Guidelines and the Task Force had co-ordinated with the industry stakeholders on the necessary modifications of the Guidelines. In a recent discussion, Task Force Members proposed further modifications to fine-tune the Guidelines including the additions of new annexes to the Guidelines such as supplemental information to be provided for application under the voluntary subcontractor registration scheme (VSRS) and the qualifications and responsibilities of inspection and maintenance technicians for tower cranes. It was targeted to finalize the draft and submit for approval by the Com-CSS at the next meeting.

3.12 Year Plan 2009 – Progress Review

The CIC Secretariat introduced the Paper CIC/CSS/P/030/09. Members noted that all of the prioritized tasks as identified under the Year Plan 2009 were able to keep in-line with the scheduled programme. The Acting Chairman stated that the progress of the Task Force on CDM could be enhanced. JB requested to introduce a programme for the Informal Task Force on Working in Hot Weather once the direction for the revision of the guidelines has been determined.

3.13 Any Other Business

CWC expressed his view on the recent fatal construction accident occurred at the International Commerce Centre (ICC) involving the collapse of a suspended platform erected inside a lift shaft. While the investigation of the accident was still in progress, CWC urged the construction industry and the Government should learn from the case and prevent similar accident from

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happening again. He stated that the industry should not overlook the hazard of working at high level within the building envelope. It would be crucial for the industry to identify and eliminate all hidden safety hazards from construction sites.

The Acting Chairman concurred with CWC and opined that it might have to deal with the mind-set of industry practitioners in order to improve the safety culture of the whole industry. Apart from the establishment of a specific Task Force to review safety matters when working in lift shaft, the Acting Chairman suggested special efforts might be dedicated to review safety from a macro point of view of the construction industry.

The CIC Secretariat briefed the Paper CIC/CSS/P/031/09 which was tabled for Com-CSS Members' reference. The CIC Secretariat introduced the marketing campaign jointly implemented by the REDA and the HKCA for the promotion of the Safety Partnering Programme. Members noted the efforts of REDA and HKCA in promoting a wider recognition of the programme within the community. The CIC Secretariat would coordinate with REDA and HKCA for possible collaboration on it.

**CIC
Secretariat/
REDA/
HKCA**

3.14 Next Meeting

13 November 2009 (Friday) at 2:30 pm at Room 1201 Murray Building.

There being no further business, the meeting adjourned at 5:15 pm.

**CIC Secretariat
October 2009**

Committee on Construction Site Safety

Task Force on Site Safety of Working in Lift Shaft

Terms of Reference

Objective

To explore potential safety hazards and identify measures to enhance site safety of working in lift shaft.

Terms of Reference

1. To review the extent and scope of works in the lift shaft during construction stage and replacement stage;
2. To review the existing legislations, codes of practice, and identify best practices in relation to site safety of working in lift shaft;
3. To identify the potential safety hazards in association with works in lift shaft and usage of the lift shaft (e.g. for disposal of waste at construction stage);
4. To consider the promotion and application of improved technology and innovation for related works in lift shaft;
5. To formulate strategies and measures for enhancing site safety of working in lift shaft, and to consider the feasibility of regulation by legislation;
6. To deliberate and consider issuing guidelines on site safety of working in lift shaft;
7. To undertake the drafting of the Guidelines, if agreed to be issued, and to formulate plan in promulgating the adoption of recommended measures in enhancing site safety of working in lift shaft.

Committee on Construction Site Safety

Task Force on Site Safety of Working in Lift Shaft

Membership List

Chairperson – Ms Ada FUNG

Deputy Chairperson – Ir Thomas HO

Members

- Development Bureau
- Buildings Department
- Electrical and Mechanical Services Department
- Housing Department
- Labour Department
- Occupational Safety and Health Council
- Real Estate Developers Association of Hong Kong
- Hong Kong Association of Property Management Companies
- Hong Kong Construction Association
- Hong Kong Federation of Electrical and Mechanical Contractors
- Registered Elevator and Escalator Contractors Association
- Hong Kong Safety Supervisors Association
- (verbally declined to join the Task Force)
- Hong Kong Construction Industry Employees' General Union
- Hong Kong Construction Site Workers General Union
- Hong Kong General Union of Lift and Escalator Employees
- The Lift and Escalator Contractors Association
- Hong Kong Occupational Safety & Health Association
- The Society of Registered Safety Officers
- The Institute of Occupational Safety & Health
- Hong Kong Industrial Safety Association

Committee on Construction Site Safety

Task Force on
the Application of Mediation on Construction Injuries Dispute

Terms of Reference

Objective

To promote the application of mediation in the settlement of construction injuries dispute.

Terms of Reference

1. To review the current situation in the settlement of construction injuries dispute;
2. To deliberate the applicability of employing mediation for resolving construction injuries dispute;
3. To formulate strategies for facilitating the dissemination of information to the stakeholders on ways to handle construction injuries dispute;
4. To deliberate and consider measures, e.g. issuing guidelines, leaflets and setting up of a hotline, on the application of mediation on construction injuries dispute;
5. To undertake the drafting of the Guidelines, leaflets and setting up of a hotline, if agreed to do so, and to formulate plan in promulgating the adoption of recommended measures in construction injuries dispute.

Committee on Construction Site Safety

Task Force on
the Application of Mediation on Construction Injuries Dispute

Membership List

Chairman – Mr Anthony Chan

Members

- Development Bureau (proposed new member)
- Labour Department
- Department of Justice
- Hong Kong Police Force – Commercial Crime Bureau
- Legal Aid Department
- Hong Kong Mediation Council
- Law Society of Hong Kong
- Hong Kong Construction Association
- Hong Kong General Building Contractors Association
- Hong Kong Federation of Electrical and Mechanical Contractors
- Hong Kong Safety Supervisors Association (proposed new member)
- Hong Kong Federation of Insurers
- Association for the Rights of Industrial Accident Victims
- Hong Kong Construction Industry Employees' General Union (two representatives)
- Hong Kong Construction Site Workers General Union (two representatives)