

**Construction Industry Council**

**Construction Industry Training Board**

Meeting No. 005/16 of the Construction Industry Training Board was held on 4 October 2016 (Tuesday) at 9:30am at Conference Room No.1, CIC Headquarters, 15/F Allied Kajima Building, 138 Gloucester Road, Wan Chai, Hong Kong.

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Summary Notes of the CITB Meeting No. 005/16:

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/ Progress Highlights</b>
5.1	CIC/CTB/R/004/16	<b>Confirmation of the Progress Report of the Previous Meeting</b> Members confirmed the progress report of 4 <sup>th</sup> CITB Meeting held on 8 August 2016.
5.2	CIC/CTB/R/004/16	<b>Matters arising from the last meeting</b> Item 4.7.3 – At the request of the representative of Labour Department, the Mandatory Basic Safety Training Course (Construction Work) (Revised Version) would be launched as a pilot scheme from late September to late October 2016 and a review would be conducted afterwards.
5.3	CIC/CTB/P/058/16 (for discussion)	<b>A part-time course for Concrete Pump Operator</b> Members agreed to introduce the above course in December 2016 to enhance the safety awareness of concrete pump operators towards the proper connection of concrete pump and associated accessories. The class size of the course would be 20 trainees and the course duration would be 7 hours. The tuition fee per trainee would be \$300.
5.4	CIC/CTB/P/059/16 (for discussion)	<b>Proposed tender documents for purchase of one set brand new lorry-mounted crane</b> Members agreed to revise upwards the budget for purchasing a new lorry-mounted crane to comply with the CIC's Safety Alert on Safety of Lorry-mounted Cranes issued in October 2015 to replace the crane purchased in 1993. There would be two options for the tenderers to opt for and quote, namely (i) the supplier could install a brand new crane onto a new lorry crane and assign a competent registered engineer to prepare and endorse the load chart of the lorry crane; (ii) the supplier could deliver the proprietary

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		product of lorry crane in one lot where the lorry and crane had already been combined by the manufacturer who should be able to provide the load chart endorsed by a competent registered engineer. The terms of the tender would follow the usual two-envelope procurement approach of CIC, comprising technical assessment and fee assessment with respective weights setting at 30% and 70%. The tenderers had to meet the requirements of specific items listed in the Technical Specification apart from providing the specified information.
5.5	CIC/CTB/P/060/16 (for discussion)	<p><b>Proposed tender documents for purchase of additional wheeled telescopic mobile cranes and truck-mounted cranes</b></p> <p>Members accepted the proposal to purchase two wheeled telescopic mobile cranes and two truck-mounted cranes in 2017 and the related budget as well as the tender documents to complement the reshuffle of training grounds to increase the training places. After the training grounds were reshuffled and additional machines were installed, the training capacity for operation courses of related machines would be doubled. The terms of the tender would follow the usual two-envelope procurement approach of CIC and the proposal would be submitted for the endorsement of the Committee on Administration and Finance.</p>
5.6	CIC/CTB/P/061/16 (for discussion)	<p><b>Relaxation of enrollment restriction of training courses</b></p> <p>Members accepted the proposal to relax the enrollment restriction for graduates who could not join the industry due to a lack of related vacancies. However, graduates had to meet a number of requirements before being allowed to take another course, which included the condition of not being placed after going through the job matching process of the Trainees Career Placement System for those graduates who had passed the intermediate trade tests and sought placement assistance, and there was no vacancy for referral within three months after graduation. For those graduates who were dismissed from training or had been complained by their employers about their performance or had been dismissed from work, their applications for taking another course would not be considered. Every graduate would be allowed to apply for re-enrollment once to prevent the abuse of the mechanism which would put into effect upon receiving approval from CITB. A review of the new mechanism would be carried out in 2017 to cater for the ever-changing market conditions.</p>
5.7	CIC/CTB/P/062/16	<b>Benchmarks of efficiency and statistics report of collaborative training schemes</b>

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	(for discussion)	Members accepted the benchmarks of efficiency and statistical data in the period from 1 January to 30 June 2016, in which the application rate, intake rate and drop-out rate during the time of conducting survey in 2016 were 54%, 36% and 3%, compared with 23%, 30% and 6% of the same period in 2015. The passing rates in these two periods were both 100%. The retention rate (3 months after graduation) in 2016 reached 100% but no comparison would be made as the item was not surveyed in 2015. Members also accepted the enhanced follow-up actions proposed in response to these statistical data, which included regular meetings with contractors/sub-contractors to provide appropriate assistance, trainee recruitment days co-organised with contractors/sub-contractors to recruit trainees/employees, and referral of applicants waiting for short courses to contractors/sub-contractors for employment.
5.8	CIC/CTB/P/063/16 (for information)	<b>Post-event report on Forum on Training and Development – Industry Collaboration for Development of a Sustainable Construction Workforce</b>  Members accepted the post-event report of the above forum held on 9 August 2016.
5.9	CIC/CTB/P/064/16 (for information)	<b>Summary notes of meeting of Task Force on Collaborative Schemes (2<sup>nd</sup> meeting on 12 July 2016)</b>  (i) a series of skills upgrading courses of shorter training duration was to be provided for those workers possessing three years’ or more working experience to replenish the supply of skilled workers; (ii) production of videos shooting on site to alert trade test candidates of the mistakes commonly made during the tests with a view to enable workers to get the trade test certificates; (iii) the data on the entry point of fresh graduates and the wages received after working for a year; (iv) the applicability of the trial scheme to the collaborative training schemes of CIC, under which graduates were directly employed by contractors on daily wages and assigned to sub-contractors who were only charged at cost and could choose to employ these graduates upon completion of the projects.
5.10	CIC/CTB/P/065/16 (for information)	<b>Summary notes of meeting of Task Force on Trade Testing (3<sup>rd</sup> meeting on 25 August 2016)</b>  (i) a full review of the effectiveness of the measures to cope with the increasing volume of trade tests and a comparison of the trade testing capacity, manpower and trade test stations before and after the

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		<p>implementation of these measures as well as the measures to tackle the increase in demand for trade tests after the conclusion of the senior worker registration arrangement on 30 September 2016;</p> <p>(ii) the most recent update of the progress in borrowing builder's lifts in the sites of contractors to conduct the certification course with imbedded certification test for operator of builder's lift.</p>
5.11	CIC/CTB/P/066/16 (for information)	<p><b>Summary notes of meeting of Task Group on Machinery and Crane Operation (2<sup>nd</sup> meeting on 24 August 2016)</b></p> <p>(i) a brief summary and analysis of fatal industrial accidents involving machinery or devices in the construction industry were given by the Labour Department. Discussions were held on the introduction of grading system of plant operation licenses and enhancement of safety training of plant operation courses, like requiring plant operators applying for new licenses and renewal of licenses to get the silver cards for relevant plant operation;</p> <p>(ii) the timetable to review plant operation courses was fixed and the lorry-mounted crane operation course was agreed to be the first course to be reviewed.</p>
5.12	CIC/CTB/P/067/16 (for information)	<p><b>Summary notes of meeting of Task Force on Training (3<sup>rd</sup> meeting on 2 September 2016)</b></p> <p>(i) it was resolved not to offer the part-time concrete truck operator course;</p> <p>(ii) it was agreed to introduce the part-time concrete pump operator course;</p> <p>(iii) the proposal to enhance aluminium formwork training of the ECMTS Course on Timber &amp; Aluminium Formwork would be followed up on with related Course Advisory Panel;</p> <p>(iv) for plant operation training, a farsighted training plan for plant operations had to be worked out apart from fully utilizing the existing resources to train more plant operators;</p> <p>(v) the upward adjustment of the budget for purchasing a brand new lorry-mounted crane and the related tender documents were accepted.</p>
5.13	CIC/CTB/P/068/16 (for information)	<p><b>Summary notes of meeting of Steering Group on Implementation of CWRO Amendments (3<sup>rd</sup> meeting on 18 August 2016)</b></p> <p>(i) six trade test videos were well filmed by the Trade Testing Centre and around 20 additional videos</p>

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		<p>would be produced in 2017;</p> <p>(ii) regarding the matter of sending trade test instructors to give talks at sites to explain the content of examination and play the trade tests videos, it was opined that the invigilation of trade tests by trade test instructors should be accorded priority in order to shorten the waiting list and talks at sites could be replaced by playing videos;</p> <p>(iii) the outreaching team originally responsible for the promotion of Senior Workers Registration Arrangement would be deployed to the Trade Testing Centre to help promote trade tests at sites. As the queue for taking trade tests would persist for a while after the enforcement of the “designated workers for designated skills” provisions on 1 April 2017, the Trade Testing Centre was discussing with the Workers Registration Office about the extension of the deployment.</p>
5.14 to 5.17	CIC/CTB/P/069/16 to CIC/CTB/P/072/16 (for information)	<p><b>Waiting time and figures of training courses/schemes and trade/certification tests</b></p> <p>Members took notes of the tables on waiting time of Full time Adult Short Courses, Trade Tests and Certification Training Courses and Tests of Construction Machinery, the charts on workers got registered through Senior Workers Registration Arrangement and Trade Tests, and the statistical figures of Advanced Construction Manpower Training Scheme-Pilot Scheme.</p>
5.18	Any Other Business	<p><b>Construction Supervisor Class of Membership granted by Hong Kong Institute of Construction Managers, extension of current term of members of Course Advisory Panels and Construction Industry Sports Day cum Charity Fun Day 2016</b></p> <p>Members noted that Hong Kong Institute of Construction Managers had notified CIC in May 2016 that graduates who completed CIC Construction Supervisor / Technician Training Programme during the period from 2016 to 2021 would be recognized as their Construction Supervisor class of membership. As the consultancy report on the review of CITB’s structure would be finished by the end of 2016 or at the beginning of next year, it was agreed that the current term of members of Course Advisory Panels would be extended for six months up to 30 June 2017. Members also noted that the Construction Industry Sports Day cum Charity Fun Day 2016 was scheduled for 30 October 2016 at the Hong Kong Sports Institute in Shatin. In addition to the opening and closing ceremonies, a kick-off ceremony for the Construction</p>

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		Industry Sports and Volunteering Programme would also be held on that day.

**Remarks:** *The mentioned papers discussed at the Construction Industry Training Board can be made available to Council Members from the CIC Secretariat upon request.*