

**Construction Industry Council**

**Committee on Construction Safety**

Meeting No. 002/16 of the Committee on Construction Safety (Com-CSY) was held on Wednesday, 29 June 2016 at 2:30pm at Meeting 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 Com-CSY Meeting No. 002/16:

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/ Progress Highlights</b>
2.1	CIC/CSY/R/001/16 (for discussion)	<b>Confirmation of the Progress Report</b> Members confirmed the Progress Report of the previous meeting held on 16 March 2016.
2.2	CIC/CSY/R/001/16 (for discussion)	<b>Matters Arising from the Previous Meeting</b> Agenda item 1.4 - The proposed list of Co-opted Members for the new Session was approved by Council Members at the CIC Meeting No. 002/16 scheduled on 29 April 2016. Agenda item 1.7 - The Safety Alert No. 001/16 – “Lorry-mounted Cranes Pre-use Checklist” was published on 22 June 2016 and email to Members on the same day. Agenda item 1.10 - Work Plan and Budget for 2016 & 2017 cum Implementation Plan of Report on “Building for a Better Future – Vision 2030” would be reported under Agenda item 2.11.
2.3	CIC/CSY/P/008/16 (for information)	<b>Amendments to the Terms of Reference of Com-CSY</b> Members took note of the amendments to the Terms of Reference of Com-CSY which included elements of Innovation, Technology and Research.
2.4	(Presentation) (for information)	<b>Construction Safety Week 2016 and the Associated Activities</b> The 5 <sup>th</sup> Construction Safety Week (co-organised by CIC and DevB) was held from 25 to 27 May 2016. The main theme was “Design for Safety” focusing on Temporary Works Design. It comprised of a Kick Off Ceremony cum Conference, Site Visits and Innovative Safety Initiative Award 2016

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		<p>and Award Presentation Ceremony for the 22<sup>nd</sup> Considerate Contractors Site Award Scheme (CCSAS). Over 600 people attended the Conference, over 1,000 people attended the CCSAS Ceremony and about 180 attendees joined 8 construction site visits. Over 10,000 download of a mobile app “Construction Safety App” since launched in 2015 and there were 24 media coverage of this event.</p> <p>Com-CSY Chairperson suggested promoting innovative safety methods with industry practitioners for enhancing safety in construction industry. CIC Secretariat would follow up on this suggestion.</p>
2.5	CIC/CSY/P/009/16 (for information)	<p><b>Progress of the Task Force on Site Safety of Working in Lift Shaft</b></p> <p>Two Task Force meetings were held on 10 June and 18 July 2016 respectively. The drafted Guidelines in bilingual version were almost comments by Task Force Members and target to be submitted to the next Com-CSY Meeting No. 003/16 for endorsement.</p>
2.6	CIC/CSY/P/010/16 (for information)	<p><b>Progress of the Task Force on Application of Innovative Design to Enhance Construction Safety</b></p> <p>Two trial runs for Rear RFID Sensing / Alarm System for Vehicles and three trial runs for the Safety Belt Engagement Sensing System were conducted by Hong Kong R&amp;D Centre for Logistics and Supply Chain Management Enabling Technologies (LSCM) from May to June 2016. More trial runs would be arranged in summer holiday. Once the trial projects complete, CIC Secretariat and LSCM would explore to promote these devices in the market.</p> <p>After deliberations, it was agreed to invite LSCM to give a presentation on the progress in the next Com-CSY Meeting No. 003/16.</p>
2.7	CIC/CSY/P/011/16 (for information)	<p><b>Progress of the Task Force on Work Safety of Repair, Maintenance, Alterations and Additions (RMAA) Sites</b></p> <p>Task Force of RMAA (TF-RMA) Members were invited to give comments on the facilities for external inspection and maintenance of buildings.</p>

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		<p>The CIC Secretariat would revise a drafted “Guidelines on Work-above-ground Safety” to the TF-RMA Members for further comments.</p> <p>Development Bureau (DEVB) reported that they have instructed six works departments to include design for safety in the planning or early design stage of public works if the total amount of the project is HKD500 millions or above. Design for safety workshops would be co-organised with Occupational Safety and Health Council (OSHC) for project officers in 2016 year end.</p> <p>A Member questioned the reason of no legislation on using anchor points and reserving maintenance access road for enhancing safety of construction workers. Members discussed and agreed that legislation takes long time and would be the last resort.</p> <p>The Com-CSY Chairperson shared the practice of design for safety in Hong Kong Housing Authority (HKHA) since year 2010. A Member concerned the requirement to examine anchor points yearly by Registered Professional Engineer (RPE). For existing buildings, a Member suggested to consider inviting proprietor to install anchor points during Mandatory Building Inspection Scheme. However, from the point of view of contractor, a Member concerned the water leakage in anchor points and difficulty in maintenance in a long run. It is also known that the Buildings Department (BD) is collecting views from TF-RMA Members.</p> <p>After deliberations, TF-RMA Chairperson would hold a small group meeting to collect the views on using anchor points and reserving maintenance access road from relevant departments and organisations before next TF-RMA meeting. The Com-CSY Chairperson suggested to consider inviting representative from BD to present the progress in the next Com-CSY Meeting No. 003/16.</p>

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		<p>[<b>Post Meeting Note:</b> A small group meeting of TF-RMA with representatives from LD, BD, DEVB, Urban Renewal Authority, OSHC and HKHA was held on 29 July 2016.]</p>
2.8	CIC/CSY/P/012/16 (for endorsement)	<p><b>Revised Membership List &amp; Terms of Reference of the restructured Task Force on Work Safety of Repair, Maintenance, Alterations and Additions (RMAA) Sites</b></p> <p>TF-RMA and its two Task Groups had been restructured into one Task Force. After deliberations, Members agreed the suggestion from HKHA to include a representative from the Hong Kong Association of Property Services Agents to be a Task Force Member. Members endorsed the revised Membership List and revised Terms of Reference of the restructured TF-RMA.</p>
2.9	CIC/CSY/P/013/16 (for endorsement)	<p><b>Construction Safety Poster No. 001/16 – “Use low voltage electrical hand tools and cordless electrical hand tools”</b></p> <p>Members endorsed in principle the Construction Safety Poster No. 001/16 with some minor amendment.</p> <p>[<b>Post Meeting Note:</b> Construction Safety Poster No. 001/16 was published on 15 July 2016 and attached in Annex A of this paper for information.]</p>
2.10	CIC/CSY/P/014/16 (for endorsement)	<p><b>Safety Alert No. 002/16 – “Safety Precaution for Zika Virus Infection”</b></p> <p>Members endorsed in principle the Safety Alert No. 002/16 with some minor amendment.</p> <p>[<b>Post Meeting Note:</b> Safety Alert No. 002/16 was published on 26 July 2016 and attached in Annex B of this paper for information.]</p>
2.11	CIC/CSY/P/015/16 (for discussion)	<p><b>Progress update of the McKinsey Report follow up</b></p> <p>In response to providing quantitative tools for private companies to understand and calculate the significance of safety risks to their businesses in recommendation No. 24 and evaluate existing Design for Construction Safety computer design tools available and issue complementary guidelines to facilitate local usage in recommendation No. 25 in McKinsey Report, a Member shared the</p>

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		<p>information of Prevention through Design (PtD) in United States. It was suggested to buy the Design for Construction Safety Toolbox and relevant PtD software to review.</p> <p>In recommendation No. 26 about to set up an industry award specifically for design buildability and safety, CIC Secretariat reported that CIC and DEVB would further discuss this award in Construction Safety Week 2017.</p> <p>The Com-CSY Chairperson suggested CIC Secretariat to arrange a small group meeting with Com-CSY members before the next Committee meeting to further discuss with relevant industry stakeholders on Mckinsey Report follow up items.</p> <p><b>[Post Meeting Note:</b> A small group meeting with representatives from HKHA, DEVB, Labour Department (LD), OSHC, Hong Kong Construction Sub-Contractors Association (HKCSA) and Hong Kong Federation of Occupational Safety and Health Associations (HKFOSHA) was held on 21 July 2016 for discussion on recommendations in McKinsey Report.]</p>
2.12	(Presentation) (for information)	<p><b>Progress of the Safety Experience and Training Centre (SETC) for the Construction Industry</b></p> <p>SETC would be set up at Silver Card Training Workshop in Kwai Chung Training Centre (KCC). It would include interactive and innovation training, virtual reality experience and systematic learning experience. Besides, renovation at G/F, KCC would be done at the same time. CIC Secretariat would work closely with relevant departments and core group members of this project and provide regular updates.</p>
2.13	(Presentation) (for information)	<p><b>Experience Sharing for Benchmarking Visit to Germany</b></p> <p>CIC Secretariat shared the experience on Benchmarking Visit to Germany. After the visit, the CIC Secretariat suggested lifting industry in upgrading safety devices for cranes, exploring integrating crane simulators into CIC training centres and avoiding unnecessary overload test to mobile cranes.</p>

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		Details would be discussed in the Task Force on Safety of Lorry-mounted Cranes.
2.14		<p><b>AOB</b></p> <p><b>(i) Safety Related Event Calendar</b> A drafted safety related event calendar incorporated with government departments, associations and professionals was prepared by the CIC Secretariat. The calendar would be circulated to Members for updating.</p> <p><b>[Post Meeting Note:</b> CIC Secretariat circulated the calendar to Members for updating by email on 12 July 2016.]</p> <p><b>(ii) Opening Ceremony of the “Experimental Learning on Site Safety 2016”</b> An opening ceremony and the first training course of the Safety Training Scheme “Experimental Learning on Site Safety 2016” with Hong Kong Construction Association (HKCA) would be held on 26 September 2016 at Noah’s Ark of Ma Wan. Members were invited to attend.</p> <p><b>(iii) Suggestion on Maintenance of Marker Buoys</b> A contractor sent a letter to Com-CSY Chairperson on 13 May 2016 to explain the marker buoys accident in May 2016 and give suggestion on maintenance of marker buoys. CIC replied a letter on 17 May 2016. Members agreed to follow up by the Task Force on Site Safety Incidents.</p> <p><b>(iv) Suggestions on Maintenance Works in Existing Buildings</b> The Hong Kong Federation of Trade Unions sent a letter to Com-CSY Chairperson to express concern and give suggestions on maintenance works in existing buildings on 15 June 2016. CIC replied a letter on 22 June 2016. Members agreed to follow up by TF-RMA.</p>

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		<p><b>(v) Amendments to the Operation Framework of CIC Research Fund</b> Members took note the latest amendments to the operation framework of CIC Research Fund and were invited to suggest suitable research topics for discussion in the next Com-CSY Meeting No. 003/16. Members agreed to nominate Ir Chan Chi-chiu to represent Com-CSY to review the research projects in the Task Force on Research.</p> <p><b>(vi) Evening Gathering for Hot Topics related to Construction Safety</b> A Member suggested organising an evening gathering to share with industry stakeholders on hot topics related to construction safety quarterly. Com-CSY Chairperson would be invited to give sharing annually. Com-CSY Chairperson welcomed this suggestion and invited CIC Secretariat to explore the possibility in future.</p> <p><b>(vii) Follow up on Road Maintenance Works Accident</b> A Member suggested CIC Secretariat to follow up on road maintenance works accident recently. DEVB reported that Highways Department was reviewing the “Code of Practice for the Lighting, Signing and Guarding of Road Works” and would issue within several months.</p> <p><b>[Post Meeting Note:</b> Safety Alert No. 003/16 – “Road Maintenance Works Safety” was published on 8 August 2016 and attached in Annex C of this paper for information. Moreover, CIC Secretariat would organise a CIC Seminar on Road Maintenance Works Safety on 29 Aug 2016.]</p>

*Remarks: The mentioned papers discussed at the Committee on Construction Safety and the full progress report can be made available to Council Members from the CIC Secretariat upon request.*