



CONSTRUCTION
INDUSTRY COUNCIL
建造業議會

SUBCONTRACTOR REGISTRATION SCHEME 分包商註冊制度





About the SRS

- ▶ The objective of the Subcontractor Registration Scheme (SRS) is to build up a pool of capable and responsible subcontractors with specialised skills and strong professional ethics to take part in building and engineering works developments.
- ▶ The SRS is designed with a broad coverage catering for the first-tier subcontractors as well as subcontractors specialized in trade skills. Each term of registration is due for renewal every three or five years.

Benefits of Registration

- ▶ Fulfil contractual requirements of public works and major employers' projects;
- ▶ Enjoy enhanced recognition as an active partner in the construction industry;
- ▶ Publicise company information on scheme website accessible by all industry stakeholders and expand business network; and
- ▶ Receive latest news about the construction industry and invitations to seminars and activities organized by the Construction Industry Council.

Entry Requirements

- ▶ Completion of at least one job within the last five years, or acquired comparable experience during the period;
- ▶ On the list of relevant Government registration schemes; or
- ▶ Possession of recognised personal qualification by the company proprietor, partner or director.



有關分包商註冊制度

- ▶ 成立分包商註冊制度（註冊制度）是為了建立能幹、盡責並具備專門技能和良好專業操守的分包商隊伍，為建築及土木工程發展作出貢獻。
- ▶ 註冊制度涵蓋的範圍廣泛，包括首層分包商，以至從事專長項目的分包商。註冊需要每三或五年續期一次。

註冊的好處

- ▶ 符合工務工程及主要聘用人項目的合約要求；
- ▶ 成為活躍的業界伙伴，享有更高的認受性和知名度；
- ▶ 公司資料將會載於註冊制度的網站，供所有業界持分者瀏覽，有助拓展業務網絡；及
- ▶ 接收最新業界資訊，亦會獲邀參加建造業議會舉辦的研討會和其他活動。

註冊條件

- ▶ 在過去五年，曾經至少完成一項工程，或於該段期間內取得類似經驗；
- ▶ 在相關政府註冊制度內取得資格；或
- ▶ 公司東主、合伙人或董事持有認可個人資歷。

Application Procedures 申請程序

Complete the application form

(Forms can be downloaded from the CIC website)

填妥申請表格

(表格可經議會網頁下載)

Provide supporting documents and cheque payment 提供證明文件及繳費支票

Submit application by post or in person 郵寄或親身遞交申請

Approval by the Management Committee 管理委員會審批申請

Submit application by post 郵寄遞交申請：

38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon, Hong Kong
(marked with Application for Subcontractor Registration on the envelope)

香港九龍觀塘駿業街56號中海日升中心38樓
(信封面註明分包商註冊申請)

Submit application in person 親身遞交申請：

九龍灣 Kowloon Bay

大業街44號香港建造學院
九龍灣院校地下 (港鐵九龍灣站A出口)
G/F, Hong Kong Institute of Construction
Kowloon Bay Campus, 44 Tai Yip Street
(Exit A, MTR Kowloon Bay Station)

南昌 Nam Cheong

港鐵南昌站大堂6號舖
(站內D出口閘機對面)
Shop 6, MTR Nam Cheong Station
(Opposite to the gates of Exit D
within the Station)

青衣 Tsing Yi

港鐵青衣站機場快線
U2層12號舖 (非入閘區大堂)
Shop 12, U2 Level, Airport Express
MTR Tsing Yi Station
(Unpaid Concourse)



(852)2100 9400



enquiry-srs@cic.hk



www.cic.hk/srs



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