

Construction Industry Council

Committee on Repair, Maintenance, Alteration and Addition

Meeting No. 003/23 of the Committee on Repair, Maintenance, Alteration and Addition was held on Thursday, 10 August 2023 at 2:30pm at Board Room, 29/F, Tower 2, Enterprise Square Five (MegaBox), 38 Wang Chiu Road, Kowloon Bay.

Present : Eddie (ELM) Chairperson
LAM
KAN Wai (CKN) Deputy Chief Occupational Safety
Chi Officer (Operations Division) (Hong
Kong and Islands Region), Labour
Department
Joe LAM (JLm) Chief Engineer / General
Engineering Services, Electrical &
Mechanical Services Department
CHAN (KKN) Kim-
kwong
Tom (TmC)
CHAN Henry (BCC)
CHAU
CHEUNG (WhC) Wing-ho
Christoph (CCG) er
CHUNG Patrick (PaH)
HO
Ellis IP (EIp)
Kevin (KLI)
LAI
Lewis (LLM)
LAM Andrew (ALEE)
LEE Daniel (DPG)
PONG
Ringo (RSh)
SHEA
SIU Kin- (KCS)
ching
Alfred (AdT)

TANG
YU Kam- (KHY)
hung*

In Attendance : Marjory (MLG) Assistant Secretary (Works Policies
LEUNG* 1) 1, Development Bureau (for
Susanne WONG)
Albert (CTN) Executive Director, Construction
CHENG Industry Council
LEE Oi- (OYL) Assistant Director – Registration
yen Services, Construction Industry
Council
William (YHH) Head of Certificate Training, Hong
HO Kong Institute of Construction
Ivan KO (IK) Senior Manager – Trade Testing,
Construction Industry Council
Timothy (TLG) Senior Manager – Industry
LEUNG Development, Construction Industry
Council
Eros (ELLT) Manager – Management Support,
LAM Construction Industry Council
Michelle (MYWL) Manager – Industry Development,
LEUNG Construction Industry Council
Michael (MIY) Manager – Industry Development,
YEUNG Construction Safety, Construction
Industry Council
Chivas (CvC) Assistant Manager – Industry
CHEUNG Development, Construction Industry
Council
David (DdLg) Assistant Manager – Collaboration
LEUNG* Scheme, Construction Industry
Council
Nathaniel (NJW) Assistant Manager – Industry
WOO Development, Construction Industry
Council
Joyce (KYLg) Senior Officer II – Industry
LEUNG Development, Construction Industry
Council
Christy (NCC) Graduate Trainee – Project,
CHAN Construction Industry Council

Apologies : Susanne (WHWS) Principal Assistant Secretary
WONG (Works) 1, Development Bureau
Diana (DiP)
PANG

* attended the meeting online via Microsoft Teams

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Prior to commencement of the Meeting, the Chairperson reminded Members to declare any actual or potential conflict of interest with item(s) to be discussed at the meeting. No declaration was received during the meeting.

3.1 Confirmation of Minutes of the Previous Meeting

Members took note of the paper CIC/RMAA/M/002/23 and confirmed the minutes of the Meeting No. 002/23.

3.2 Matters Arising from the Last Meeting

Following item 2.3 from the previous meeting regarding the promotion of the booklet on insurance knowledge/liability for Repair, Maintenance, Alteration and Addition (RMAA) works, TLG reported to Members that the Construction Industry Council logo had been added to the booklet. The booklets would be distributed to the Home Affairs Department (HAD) and further distributed to the Owners' Corporations and property management companies via HAD. The booklets would also be distributed at the International Property Management and Procurement Expo via Property Management Services Authority (PMSA).

Following item 2.3 from the previous meeting regarding continued reporting of the number of participating companies for the Construction Industry Integrity Charter 2.0, the relevant matters would be reported under agenda item 3.3.

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Following item 2.6 from the previous meeting regarding the number of applications and passes of trade testing course – Truss-out Scaffolder Safety Training, IK briefed Members that a SMS message had been sent to 6,000 scaffolders in a bid to promote the course and examination among frontline tradesmen. The message covered an introduction of the course, and an alert on the Code of Practice updates to be released by Labour Department. As at 31 July, the number of applications represented 40% of tradesmen in the market. To prepare for a vast amount of applications by end of this year, the Trade Testing Centre doubled its training ground space and provided in-house training to train more instructors and examiners.

As at 31 July 2023, the number of applications and students taking the examination, and passing rate of the Advanced Level Truss-out Scaffolder Safety Training (TOS) and Intermediate Level Truss-out Scaffolder Safety Training (IOS) are as follows:

As at 31 July	Number of Applicants	Number of Examinees	Passing Rate
Advanced Level Truss-out Scaffolder Safety Training (TOS)	347	95	81.1%
Intermediate Level Truss-out Scaffolder Safety Training (IOS)	54	17	82.4%

The Chairperson suggested strengthening the promotion of the above training courses to attract more people becoming qualified tradesmen to meet market demand.

3.3 Progress Update on Sub-committees

The Chairperson invited the Chairperson of each Sub-committee to brief Members on the Paper

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CIC/RMAA/P/009/23 regarding the progress update on Sub-committees.

Sub-committee on Worker Training

AdT briefed Members on the progress update of the Sub-committee on Worker Training.

The number of graduates and students from the two Certificate Programmes in RMAA (full-time) and their employment status are as follows:

Programmes (as at 31 July)	Number of Graduates	Number of Students	Number of Applicants
Building Construction	66	16	82
Collaborative Training Scheme (Building)	0	40	40
Electrical & Mechanical	20	15	35
Collaborative Training Scheme (Electrical & Mechanical)	6	53	59

Programmes (as at 30 June)	Number of Employment	Employment Rate
Building Construction	27/49	55%
Collaborative Training Scheme (Building)	N/A	N/A
Electrical & Mechanical	17/20	85%
Collaborative Training Scheme (Electrical & Mechanical)	N/A	N/A

YHH briefed Members on the part-time modular courses that were launched and promoted in June

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2023. There were approximately 15 applications so far. However, as the number of applications failed to meet the minimum requirement, those modular courses were put on hold. AdT estimated that the lack of applications was attributable to the peak season in July and August (summer vacation) of increased RMAA works from schools, Jockey Club, etc. resulting in Tradesmen not being able to take the training courses.

The Chairperson pointed out that given number of module options available now, he recommended offering different modules on a quarterly basis to ensure part-time courses could be held regularly. YHH responded that the issue would be further discussed with the Sub-committee on Worker Training.

YHH briefed Members that the subsidy adjustment, which was confirmed in the previous meeting, would be implemented amongst the upcoming courses. The Chairperson reminded HKIC to pay attention to the effect of the subsidy adjustment, and make further adjustments when necessary.

The Construction Industry Council message on promoting Certificate Programmes in RMAA and Intermediate Tradesman Collaborative Training Scheme (ITCTS) had been disseminated on the Construction Industry Council website. The message had also been distributed to relevant government departments and relevant organizations or institutions for promoting Certificate Programmes in RMAA and Collaborative Training Scheme, aiming to increase the recognition of the professionalism of the graduates.

The Secretariat and some Members visited the Building Rehabilitation Resource Centre under Urban Renewal Authority (URA) on 8 August. They also met with URA representatives to discuss the promotion of graduates of Certificate Programmes in RMAA and ITCTS, as well as future collaboration opportunities.

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URA was exploring the possibility to add a field to stating whether RMAA graduates have been employed by the applicant companies in URA's Building Rehabilitation Company Registration Scheme.

The Sub-committee on Worker Training would promote the Certificate Programmes in RMAA and Collaborative Training Scheme among other statutory organizations such as Hong Kong Housing Society, MTR, Airport Authority, etc, and encourage those organizations to hire the graduates and include relevant terms in the contract.

To address a recent residential renovation case which knocked down a RCC wall, the curriculum of the Certificate in RMAA (Building Construction) had been adjusted, including topics such as laws and knowledge of RCC wall, how to find drawings on the Internet, identifying the location of RCC wall on drawings, etc. The Chairperson suggested that more relevant legal knowledge could be included in the programme, such as regulations governing the removal of kitchen fire doors in residential units.

To address the recent concrete spalling incidents, CTN enquired whether the RMAA programmes included the subject of concrete spalling repairs. YHH responded that Module 2.4 - Concrete Repairs in Certificate in RMAA (Building Construction) had included this topic.

Sub-committee on Promotion and Education

EIp briefed Members on the progress update of the Sub-committee on Promotion and Education.

TLG summarized RMAA's Continuing Professional Development programme (CPD) updates to Members. CIC organized a webinar introducing integrity risk management on 2 June. A webinar on Integrity Management for the Registered Specialist Trade Contractors Scheme (RSTCS) would be jointly held with the Independent Commission Against Corruption on 25 August. In addition, a webinar on Introduction

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to Smart Tender would be offered to practitioners in joint efforts with URA on 17 October.

For booklets published by the Sub-committee on Standardisation, their video clip versions were in the pipeline. The storyboard of the insurance booklet had been completed. Its video clip version was now under production, with the first draft expect to be completed by September. Upon approval from Members of the Sub-committee on Promotion and Education, the video clip would be posted on social media platforms (such as YouTube) for sharing.

A large-scale promotional event jointly organized with Labour Department and PMSA had been tentatively scheduled for 7 November 2023 at Zero Carbon Park. The event would promote the soon to be revised Code of Practice for Bamboo Scaffolding Safety by Labour Department, PMSA Codes of Conduct, truss-out scaffolder safety and RSTCS – Building Maintenance and Interior Fitting-Out.

The Secretariat had shown the mascots of government departments and some organizations to Members. To effectively promote Com-RMAA and the RMAA industry, it was recommended to use an octopus as the RMAA mascot, characterizing the multi-trade skills in the industry (multi-tasking). Members had shown their support in general and opined that the recommendation was a good start.

The Chairperson opined that more promotion efforts was needed as both the general public and the industry had limited knowledge in RMAA. Consultancy service would be engaged to design the mascot and develop promotional strategy. KKCN suggested to jointly organize a mascot design competition with schools in a bid to promote the RMAA industry among the general public. The Chairperson suggested the Sub-committee on Promotion and Education to follow up and work on the detailed content and feasibility.

Sub-committee on Standardisation

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CCG briefed Members on the progress update of the Sub-committee on Standardisation.

Regarding the feasibility of bridging the Certificate Programmes in RMAA to some of the Class III Registered Minor Works under the Buildings Department (BD), the Sub-committee introduced and explained the programme content and class hours of each module to BD on 3 July. The Sub-committee suggested four ways for bridging: recognition of graduates from the Certificate Programmes in RMAA, addition of elective course, Qualified Persons and adjustment of Minor Works descriptions. BD was considering the feasibility to recognize graduates from the Certificate Programmes in RMAA. Reply would be made later. In support of the current dialogue with BD, the Chairperson proposed to study the bottleneck in the bridging issue and enquired whether further liaison would be required with BD.

TLG reported to Members on the production of Home Repairs and Maintenance Guideline, and Maintenance Works Guideline for Dummies. To address the LOHAS Park incident, BD was preparing a “Dos & Don’ts” Guide for premise owners and property management companies. Meanwhile, PMSA was drafting a new Code of Conduct, which would be sent to BD and Com-RMAA for comment.

Based on the direction of BD and PMSA, the Sub-committee on Standardisation decided to prepare a booklet relating to laws and responsibilities for owners as reference. The first draft of the laws and responsibilities booklet had been sent to BD for comment. The Secretariat would send the first draft of the booklet to Members of the Sub-committee on Standardisation for comment later.

OYL briefed Members on the progress update of the RSTCS. Following the discussion with BD and the industry, the parties believed that the Subcontractors should have knowledge in the Buildings Ordinance. Registration requirements would be adjusted

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accordingly. It was proposed to add item 2.4 to the Registration Scheme. To fulfil the registration requirement, applicants for Group 1 Contractors were required to be Registered Minor Works Contractors for Class III or above minor works OR having completed a recognized Course for Registered Minor Works Contractors; whereas applicants for Group 1 (Advanced) and Group 2 Contractors were required to be Registered Minor Works Contractors for Class III or above minor works. Specialist trades “Building Maintenance” and “Interior Fitting-Out” were expected to launch in September.

Members agreed with the proposal and approved the addition of item 2.4 to the Registration Scheme.

TLG reported to Members on the details of the new hotline service. The Secretariat would draft a set of Frequently Asked Questions on insurance and water seepage issues for use at the Construction Industry Council hotline (2100 9000). Depending on the complexity of the enquiry, the hotline operators would transfer the case to relevant organizations. A brand new ChatBot information service is also in the works.

Sub-committee on Supervision Matters

BCC briefed Members on the progress update of the Sub-committee on Supervision Matters.

Com-RMAA and PMSA would hold regular half-yearly meetings, which mainly aim to share property management experience and challenges, and promote guidelines or reference materials issued by Construction Industry Council. The first meeting had been tentatively scheduled in October.

CIC would display its Insurance for RMAA Works Booklet, Truss-out Scaffolder Safety Training and guidelines on safety measures, the Certificate Programmes in RMAA and Collaborative Training Scheme information at the PMSA booth in the Third International Property Management and Procurement

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Expo between 30 August and 1 September 2023.

The Chairperson expected the regular meetings to explore whether the Deed of Mutual Covenant could include terms governing the Owners' Corporation to engage only RMAA staff and contractors with relevant qualifications (such as Registered Contractors under Construction Industry Council) to handle repair and maintenance, or works in the buildings. EIp suggested that reference could be made with the registration list and procedures of Smart Tender under URA.

TLG reported to Members that the three tenders received by the Construction Industry Council for the provision of RMAA market consultancy service had been assessed based on technical aspects (70%) and tender price (30%). The tender for the provision of RMAA market consultancy service was awarded to Arcadis, whose total rating score was the highest. The study would cover the definition of RMAA in Hong Kong, the scope of service, the distribution of practitioners, relevant regulations and data. The recommendation would help to enhance the long-term development of the RMAA industry. The Secretariat would hold a kick-off meeting with Arcadis on 11 August 2023.

TLG reported to Members on the number of participating companies for the Construction Industry Integrity Charter 2.0. The number of subscribed construction companies and consulting firms increased from 318 in February to 381 in June. Among them, 53 were RMAA companies.

The distribution of registered companies that had subscribed to the Construction Industry Integrity Charter 2.0 are as follows:

Distribution of Registered Company (as at June 2023)	Construction Industry Integrity Charter 2.0	
	Number of Companies	Percentage

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Specialist Contractor	Trade	49	13
Subcontractor		157	41
Specialist Contractor and Subcontractor	Trade and	49	13
Others		126	33

The distribution of scope of work of companies that had subscribed to the Construction Industry Integrity Charter 2.0 are as follows:

Scope of Work of Company (as at June 2023)	Construction Industry Integrity Charter 2.0	
	Number of Companies	Percentage
Building Maintenance	5	1
Renovation and Fitting-Out Works	21	6
Building Maintenance & Renovation and Fitting-Out Works	27	7
Others	328	86

Regarding the issue of ageing buildings, CTN estimated that Building Maintenance works would increase substantially. Currently, the Construction Safety Department at CIC mainly deal with site safety. CTN reminded Members to oversee the RMAA safety issue. The Chairperson pointed out that premises owners should be responsible for the ageing of buildings; and the Sub-committee on Supervision Matters should study how to help premises owners understand the overall procedure of maintenance, enhancing the premises owners' knowledge in Building Maintenance Works.

3.4 Tentative Meeting Arrangement in 2024

TLG briefed Members on the paper CIC/RMAA/P/010/23 regarding the meeting

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arrangement in 2024.

The tentative meeting schedule for Com-RMAA in 2024:

Meeting No.	Date	Time	Venue
001/24	1 February 2024 (Thursday)	2:30pm	Board Room, CIC Office, 29/F, Tower 2, Enterprise Square Five (MegaBox), 38 Wang Chiu Road, Kowloon Bay
002/24	9 May 2024 (Thursday)	2:30pm	
003/24	8 August 2024 (Thursday)	2:30pm	
004/24	7 November 2024 (Thursday)	2:30pm	

3.5 Any Other Business

Nil.

3.6 Next Meeting

The next meeting was scheduled for 9 November 2023 (Thursday) at 2:30pm at Board Room, 29/F, Tower 2, Enterprise Square Five (MegaBox), 38 Wang Chiu Road, Kowloon Bay.

All to Note

There being no other business, the meeting was adjourned at 4 pm.

**CIC Secretariat
August 2023**