Construction Industry Council

Construction Industry Training Board

Meeting No. 008/15 of the Construction Industry Training Board (CITB) was held on Wednesday, 23 September 2015 at 10:15 a.m. at Conference Room, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wanchai, Hong Kong.

Present:	Ir Dr PANG	Yat-bond, Derrick	Chairman

Mr CHAN Pat-kan
Member
Ms CHENG Sau-kuen
Mr NG Kwok-kwan
Member
Mr LAI Sai-hong
Member
Ir SYNN Raymond-cheung
Mr LAM Kai-chung, Albert
Mr LEUNG Yuk-keung
Member

In Attendance: Mr LOK Kwei-sang, Tandy Chairman of Task Force on Training

Ir WU Kwok Yuen, Jacky
Ch AS (Works) 6
Ir CHENG Kam Pong, Patrick
AS (Works Policies) 9

Mr CHAN Ka Lai Dep Ch Occupational Safety Offr

Ir Dr Christopher TO Executive Director, CIC Mr Ivan KO Senior Manager - Training &

Development, CIC

Ir Victor WONG Senior Manager - Training &

Development, CIC

Mr Jimmy LEUNG Manager - Training & Development

(Acting), CIC

Ms Formula CHEN Assistant Manager - Board Services,

CIC

Ir Venice HUNG Assistant Manager - Management

Support, CIC

Ms Vicki HO

Mr HON Kin Lung

Senior Officer - Board Services, CIC

Senior Officer - Training Course

Development, CIC

Apologies: Prof CHIANG Yat-hung Member

Sr CHONG Wing-hong, Benjamin
Ir HO Ngai-leung, Albert
Mr LAM Ping-hong, Robert
Mr SZE Kyran
Mr TSE Chun-yuen
Member

Mr FU Chin-shing, Ivan Member of Task Force on Trade

Testing

Dr HO Wai-wah

Member of Task Force on Sub-contractor Cooperative Training, On-the-job Training, E&M Training and Subsidy Scheme

Progress Report

Action

8.1 Confirmation of Progress Report of the last meeting

Members took note of Paper CIC/CTB/R/007/15 and confirmed the Progress Report of the 7th meeting held on 17 July 2015.

8.2 Matters arising from the last meeting

8.2.1 Agenda Item 7.5–Development Strategy for Construction Industry in Hong Kong

Mr Ivan KO, Senior Manager, reported that the Secretariat did not receive any comment from Members regarding the draft report Development Strategy for Construction Industry in Hong Kong after the last meeting. CIC would hold a "Forum on the Construction Industry's Future Roadmap" on 30 September 2015. Members were invited to attend the said forum. Executive Director added that CIC would organize four more sessions of forum between October and December 2015 in English and Chinese. The aim of the forum was to collect comments and information of the construction industry facilitate the discussions of CIC and the formulation of relevant strategies.

8.2.2 Agenda Items 7.6.3 and 7.6.9–Level of satisfaction for courses in the survey report on employers and trainees 2013/2014

With reference to the survey report on employers and trainees in 2013/2014, the management proposed the tentative target level of satisfaction

for full-time courses as follows: 90% for supervisor/technician programme, 80% for basic craft courses and 70% for short courses. If the survey result of an individual course was lower than the target level, a detailed follow-up was required.

8.2.3 Agenda Item 7.6.5–Relatively low level of satisfaction for the course on Timber/Aluminum Formwork

Mr Ivan KO, Senior Manager, reported that a reasonable expectation of salary was immediately conveyed by the instructors of Timber/Aluminum Formwork to trainees so that the gap of difference regarding the expected salary between trainees and their prospective employers could be narrowed. In addition, Trainee Career Support Team would also highlight the need of coaching from employers for a certain period of time during the early stage of work before the trainees could work independently. In the discussion of Course Advisory Panel on Timber Formwork, it was agreed that employers had to provide more opportunities for trainees in order to train new joiners successfully.

8.2.4 Agenda Item 7.6.6–The to-be-built ceiling height at the actual construction sites was higher than that at training venues for Timber/Aluminum Formwork

Members noted that the management was pursuing with the Safety Section of CIC the feasibilities of increasing the ceiling height of training venues and the additional safety measures required.

8.2.5 Agenda Items 7.6.8 and 7.6.9—Analysis of relative coefficients of survey on employers and trainees

Members noted that Trainee Career Support Team would discuss with the consultant about a more effective way in presenting the captioned analysis. Chairman requested the management to report the

Manager-Trainee Career

result in the next meeting.

Support

8.2.6 Agenda Item 7.7.6–Procedures of tender assessment

Mr Ivan KO, Senior Manager, reported that the concern of Members about the improvements to the existing procedures of tender assessment had been reflected to Procurement Department of CIC. Chairman requested the management to report to CITB regarding the time of reviewing the said procedures by Procurement Department and the results of the review.

Mr Ivan KO Senior Manager

8.2.7 Agenda Item 7.8.3–Low participation rate of cooperative training schemes

Mr Ivan KO, Senior Manager, reported that the 4th Joint meeting of Task Force on Contractor Cooperative Training and Apprenticeship Scheme and Task Force on Sub-contractor Cooperative Training, On-the-job Training, E&M Training and Subsidy Scheme was recently held on 2 September 2015. Chairman concluded in the meeting that strategies should be re-adjusted to study a hybrid mode of training. The management would continue to consult industry stakeholders.

8.2.8 Agenda Items 7.12.4 and 7.12.6—To increase the accumulated target of registered workers through "senior workers registration arrangement" and trade tests

Mr Ivan KO, Senior Manager, reported that the captioned comment had been conveyed to Workers Registration Secretariat. In terms of trade tests, another set of targets was added to the report, i.e. to increase the target by 14% for the period from January 2015 to May 2016.

8.2.9 Agenda Item 7.12.6–To assign staff to attend the meeting of Task Force on the Promotion of Remaining Phase of Prohibition

Members noted that Director-Training & Development had assigned Mr Ivan KO, Senior Manager, to attend the captioned meeting.

8.2.10 Agenda Items 7.12.10, 7.12.12, 7.12.14 and 7.12.15—To enhance promotion of "designated workers for designated skills" and expand outreach teams

Mr Ivan KO, Senior Manager, reported that comments from CITB regarding the expansion of the outreach teams, additional promotion for workers who were not working on sites in Hong Kong and close monitoring of the number of registrations for trades had been conveyed to the Workers Registration Secretariat. In addition, Trade Testing Centre had sufficient budget to support additional outreach teams. CIC also prepared promotional leaflets for ethnic minorities in the languages of Nepali, Hindi and Urdu. Trade Testing Centre had recently hired a staff member, who knew Nepali, Hindi and English, to assist in the promotion of trade tests, the registration of workers and the provision of "designated workers for designated skills" to people from Nepal, Pakistan and India. CITB also accepted by circulation on 18 August 2015 about the giving out of a catering voucher of \$20 to attract workers to submit applications for trade tests, which was implemented starting from 31 August 2015.

(Since the Member representing Labour Department had to leave the meeting early for other business, the meeting agenda was slightly adjusted to bring forward the discussion of the following agenda item.)

- 8.3 Cessation of tests on multi-media self-learning packages for Mandatory Basic Safety Training Course (Construction Work) and Mandatory Basic Safety Training Revalidation Course (Construction Work) (for discussion)
 - 8.3.1 Members took note of Paper CIC/CTB/P/092/15. Mr Ivan KO, Senior Manager, stated that in

accordance with the guidance notes issued by the Labour Department, trainees of Mandatory Basic Safety Training Course (Construction Work) and Mandatory Basic Safety Training Revalidation Course (Construction Work) (which were simply called as Green Card Courses and Green Card Revalidation Courses respectively) must undergo practical training, such as using life line and safety rope, and must complete the examination within 30 minutes in person.

- 8.3.2 Member representing Labour Department supplemented that a new guidance notes on the approval conditions for operating mandatory safety training courses was issued in 2011 to ensure the quality of Green Card Courses. Practical training also covered the use of fall arrestor and regulations for the conduct of examination had to be strictly enforced. The examination papers would be issued centrally by Labour Department and then dispatched to course operators. Labour Department and the industry would keep a mindset for continuous improvement and keep abreast of the times.
- 8.3.3 A Member representing labour union supported the cessation of tests on multi-media self-learning packages for Green Card Courses. However, there was not enough information for Members to approve the related funding request and there was no available data to show the number of applications for tests on multi-media self-learning packages in the last year. Even though the said tests were cancelled, the affected persons might not apply for the Green Card Courses at CIC.
- 8.3.4 Mr Ivan KO, Senior Manager, responded that there were close to 8,000 people applied for the captioned tests in 2014 and it was estimated that among them 7,000 people would have to take the courses. Assuming that the instructors did not take any annual leave and sick leave, it still required 1.5 manpower for running the extra classes. Thus, two additional instructors were required to be

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hired in reality. At present, there were around 40,000 people applied for safety-related courses and the time of waiting for admission was within two months. If two additional instructors were hired, it could speed up the admission time.

- 8.3.5 A Member asked about the definition of managerial staff, who could be exempted from taking Green Card Courses, and whether safety awareness was required for all. Another Member stated that current registered engineers of Hong Kong Institution of Engineers could be exempted and were not required to undergo practical training. With reference to the guidance notes issued by Labour Department, the principle was applicable to all managerial staff and all exemptions would be cancelled.
- 8.3.6 Executive Director stated that another committee of CIC was now discussing with specific construction-related organizations about inclusion of safety elements in the continuing professionals. education of The Member representing Labour Department expressed that lives of all managerial staff, professionals and workers were precious and should be protected. The aim of the Green Card Courses was to help the people concerned to achieve a certain level of safety awareness. Thus, Green Card Courses and examinations must be monitored strictly and all construction practitioners must attend the courses and take examinations in person. The current exemption for some professionals from taking examinations of Green Card Courses was due to the fact that the measure was implemented with reference to the time and circumstances in 1999 when Labour Department launched the Green Card Courses. As the community persistently raised the requirement for safety, Labour Department launched a new set of approval conditions in 2011 which was applicable to all course providers.
- 8.3.7 Chairman opined that safety awareness and

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practical operation were important and it was worthwhile for practitioners to spend time on attending the courses. As regards the issue of exemption for related professionals, it would be followed up by another committee of CIC. Chairman proposed that the additional expenditure required could first be approved but Mr Ivan KO, Senior Manager, should submit the breakdown of the related expenditure and income after the meeting for Members' reference. Chairman continued that a break-even should be achieved for the sake of the long-term development of CIC; otherwise, an overall review of the course fees was required.

Mr Ivan KO Senior Manager

- 8.3.8 A Member representing a labour union agreed with Chairman. Yet, it was reflected that the demand for the Green Card Courses at CIC was high. He worried that CIC could not meet the demands from the industry if it ceased offering the tests on multi-media self-learning packages. In addition, some CIC's courses were not submitted to Task Force on Training for discussion, like the Truck-mounted Crane course with long waiting time. Executive Director noted the comment of that Member and said that CIC was now pursuing the collaboration with authorized contractors for providing safety training in the hope of cutting short the waiting queue. Chairman of Task Force on Training stated that his labour union had established a fund for its members to take Green Card courses free of charge. CIC could refer the concerned persons to take the course if necessary.
- 8.3.9 To further enhance the quality of safety training and cater for the Guidance Notes on Application for Recognition of Mandatory Safety Training Courses issued by Labour Department, Members agreed not to offer the tests on multi-media self-learning packages for Green Card Courses and its related revalidation courses starting from 5 October 2015. Request for additional resources was also accepted but supplementary information should be provided by Mr Ivan KO, Senior

Mr Ivan KO

Manager.

Senior Manager

[Mr LEUNG Yuk-keung left the meeting after the resolution of this agenda item.]

8.4 A new Course Advisory Panel on Concreting (for discussion)

Members took note of and approved Paper CIC/CTB/P/082/15. Members accepted the establishment of a new Course Advisory Panel on Concreting and its membership. The terms of office would last from September 2015 to December 2016.

8.5 Report on the feasibility of purchasing refurbished second-hand construction plants (for reference)

Members took note of Paper CIC/CTB/P/083/15. A Member opined that there were many uncertainties regarding the purchase of second-hand construction plants, such as the provision of maintenance and the determination of technical scoring for plants of different ages as well as the matter that private organizations were price-oriented and the assessment was simpler while it was not the case for public organizations. Another Member opined that the purchase of second-hand plants might save money but it might, in the end, require more manpower and time, which might not be cost-effective. Chairman of Task Force on Training remarked that the continuity of CIC's courses should be considered. He worried that it would take time for procurement and slow down the progress of the courses eventually. Another Member also agreed to the need for ensuring the continuity of courses. A Member representing Development Bureau stated that the main principle of tendering for public organizations was to state clearly and announce the standard specifications and assessment criteria. The assessment criteria could have reflected the age of plant and other factors but more time was required to work out the criteria. Chairman said that he personally considered that second-hand plants should be procured if maintenance was warranted by the manufacturer with clearly-stated specifications and discounts. respected the views of Members and agreed not to pursue the proposal of purchasing second-hand plants.

Report on the results of mobile crane operator test (for reference)

- 8.6.1 Members took note of Paper CIC/CTB/P/084/15. If the pass mark of the test was raised from 60 to 80 while the test contents and assessment standard remained unchanged, the pass rate of CIC's trainees attending the tests of crawler-mounted crane, wheeled crane and truck-mounted crane would be largely dropped to 3%, 4% and 11% respectively. For external candidates, they could hardly pass the tests of crawler-mounted crane and wheeled crane. Only around 6% external candidates could pass the test of truck-mounted crane.
- 8.6.2 Ir Victor WONG, Senior Manager, added that Course Advisory Panel on Construction Plant Operation had set up a working group in June to discuss whether the test contents and assessment standard could meet the requirements in the market. The working group held a meeting on 31 August 2015 and invited representatives from Labour Department to attend. It was agreed in the meeting that the assessment standard was aptly strict and the pass mark should be kept at 60 with the test contents remained unchanged. Labour Department also noted and understood the above decision but reminded CIC of the need to continue keeping up the safety standards.
- 8.6.3 Chairman of Task Force on Trade Testing stated that in the meeting held on 22 September 2015, Members concerned about the relatively low pass rate for external applicants and requested to scrutinise strictly the employment certificates submitted by the candidates. Chairman of Task Force on Training agreed to the strict scrutiny to avoid wasting resources. A Member pointed out that an employment certificate was not adequate to prove a long-time engagement in the work concerned. It was proposed that candidates must be required to take the relevant courses at CIC

before applying for the trade tests. Executive Director supported a strict scrutiny of the employment certificates and pointed out that a low pass rate would also lead to many complaints. Chairman opined that we could not ignore the fact that some candidates had reached a certain level of standard in practical test. If candidates were required to take the relevant courses at CIC, CIC might not be able to accommodate the demand. It proposed CITB, Committee that Construction Safety and Labour Department should work together to holistically review the related safety certificates, operations, training and tests for crane operator.

Ir Victor WONG Senior Manager

8.7 Skills Enhancement Courses for Ethnic Minorities - Pilot Scheme (for discussion)

8.7.1 Members took note of Paper CIC/CTB/P/085/15 and agreed to the introduction of "Skills Enhancement Courses for Ethnic Minorities - Pilot Scheme" and the proposed course contents. A Member enquired if there was a restriction on the number of courses to be taken by the applicants and if applicants could take the three courses in sequence. The management clarified that there was no restriction. A Member pointed out that excess of lead was found in drinking water recently and it was now a rather sensitive issue. Thus, the management should first find out if the Plumbing Association would fully support the scheme.

Manager -Training & Development (Acting)

8.7.2 Chairman of Task Force on Training said that the Water Supplies Department had recently issued a circular, which stated that all plumbing works involving connections of copper pipes through soldering must be carried out by a licensed plumber. However, the skilled workers of CIC might not be licensed plumbers. They possessed the skills equivalent to the plumbers but could not carry out the work. A Member pointed out that the Water Supplies Department had clarified that it was not a must to conduct the work by a licensed

Mr Ivan KO, Senior plumber. Manager, supplemented that the Water Supplies Department had clarified the work could be carried out under the supervision of a licensed plumber. In addition, the training and trade tests provided by CIC included the soldering of pipes. Another Member raised that the Water Supplies Department indicated in a radio programme that the moving of kitchen sink also required supervision by a licensed plumber. There were only two to three licensed plumbers in one company but there were many working locations. They would not be able to cope with the requirement. Chairman asked the Development Bureau to clarify the following questions: if skilled workers and semi-skilled workers in plumbing could carry out soldering of pipes? Would they be required to carry out the work under supervision of a licensed plumber? Were there enough licensed plumbers to supervise all the work?

Development Bureau

[Post-meeting notes:

Development Bureau replied that waterworks shall be carried out according to the requirements of the Waterworks Ordinance and other relevant ordinances (including Construction Workers Registration Ordinance).

According to Waterworks Regulation, construction or installation of internal water supply system (including pipe work that involved connection of copper pipes through soldering), with the exception of minor modification or repair, shall obtain permission from Water Authority and be carried out by a licensed plumber. A licensed plumber could be assisted by workers to carry out the work if needed. Nevertheless, the workers carrying out construction work (including plumbing work) at construction sites in person shall be construction workers registered under Construction Workers Registration Ordinance.

At present, there were around 3,000 licensed plumbers. Development Bureau and Water

Supplies Department did not receive any comments about the insufficient number of licensed plumbers. Close attention would be paid to the situation.]

8.8 Report on benchmarks of efficiency for full-time courses (drop-out rate and overall pass rate) (for discussion)

- 8.8.1 Members took note of Paper CIC/CTB/P/086/15 and noted the drop-out rate and overall pass rate of Basic Craft Courses and Construction Supervisor/Technician Programme in 2014/2015, and the short courses commenced in the period from January 2015 to June 2015. The proposed follow-up actions were also noted.
- 8.8.2 To tackle the relatively higher drop-out rate in basic craft courses, Chairman proposed to allow trainees to personally experience different trades in the first week of training and they could change to another trade during this week of time. Chairman of Task Force on Training, on the other hand, suggested organizing pre-training classes and let the trainees decide their trade of training afterwards.

Ir CHU Yin-lin Senior Manager

8.9 Benchmarks of efficiency and statistics for cooperative training schemes (drop-out rate and overall pass rate) (for discussion)

- 8.9.1 Members took note of Paper CIC/CTB/P/087/15 and noted that applications were received for 25 trades under cooperative training schemes in the first half of 2015 and out of which 17 trades had started training. Members also noted the drop-out rate and overall pass rate of the cooperative training schemes.
- 8.9.2 Chairman stated that the drop-out rate and overall pass rate of cooperative training schemes were fair. Yet, the drop-out rate of Painting trade was relatively high and the main causes were the low starting salary and remuneration. Chairman

Manager -Training & Development

requested the management to discuss the issue with Hong Kong Painting Contractors Association.

(Acting)

8.10 Subsidising "VTC Diploma in Vocational Education (DVE) Programme - Technician" - the proposed number of training places and financial estimates in 2015/2016 (for discussion)

Members took note of Paper CIC/CTB/P/088/15. Members also agreed to subsidise eight courses of VTC Diploma in Vocational Education (DVE) Programme - Technician in 2015/2016 to provide a total of 400 training places. The estimated financial expenditure of \$11,088,000 per 360 target graduates and the revised proposal for giving out subsidy were also approved. Originally, half of the subsidy (\$15,400) would be issued upon signing of a contract of apprenticeship. In the revised proposal, half of the subsidy would be issued in lump sum after signing the apprenticeship contract and working for three months consecutively while another half, i.e. \$15,400, would be issued in lump sum after working for three more months consecutively.

8.11 Summary report of 4th meeting of Task Force on Training in 2015 (for reference)

- 8.11.1 Members noted and approved Paper CIC/CTB/P/089/15. Members also noted the summary report of 4th meeting of the captioned task force and the table on estimated waiting time for full-time adult short courses as of 31 August 2015, which was tabled at the meeting.
- 8.11.2 Ir Victor WONG, Senior Manager, reported that a paper on "safety awareness course on crane operation for frontline management personnel" (前線管理人起重機安全認知課程) was submitted by circulation to the Course Advisory Panel on Construction Plant Maintenance & Repairs. Two members did not accept the course proposal and further discussion was needed in the meeting of the panel.

8.11.3 Chairman of Task Force on Training added that the Task Force had accepted the purchase of two new excavators and the tender documents in the meeting held on 22 September. It was hoped that the management could submit the proposals to CITB and start the tendering process as soon as possible. Furthermore, CITB also agreed to add a tower crane at Tai Po Training Ground to increase training capacity. Yet, installation of a new tower crane needed approval from the District Land Office. However, residents nearby worried that the tower crane would affect the view of landscape. Executive Director added that similar incident had happened before. CIC would enhance appearance of the tower crane and discuss with the District Council to resolve the issue as soon as possible.

Ir Victor WONG Senior Manager

8.12 Summary report of 4th meeting of Task Force on Trade Testing in 2015 (for reference)

- 8.12.1 Members took note of Paper CIC/CTB/P/090/15 and the summary report of 4th meeting of the captioned task force. Members also noted the summary table on waiting time for trade test as of 31 August 2015 and the statistical table on applications for trade tests and registrations for senior workers, which were tabled at the meeting.
- 8.12.2 Chairman of Task Force on Trade Testing supplemented that the pass rate was relative low for some trade tests and the management were requested in the meeting held on 22 September 2015 to forward the test questions of these trades to course advisory panels for review. If the course advisory panels considered that the test questions met the market requirements, CIC had to provide training to the in-service practitioners, who had failed in the tests.

Mr Ivan KO Senior Manager

8.12.3 Chairman of Task Force on Trade Testing continued to say that there was no significant increase in the figures of trade tests in recent months. This probably reflected that candidates

who should take the tests had applied for the tests already or workers were indifferent to the promotion of CIC and had not yet applied for the tests. If workers had not yet applied for the tests, it might affect the testing capacity of the coming year that CIC might not be able to deal with. Mr Ivan KO, Senior Manager, said that according to the initial observation of the outreach teams, the ratio of applications for trade tests to applications for senior workers was 1:9; workers who were above 30 years old mostly applied for registration of senior workers whereas workers who were under 30 years old mainly applied for trade tests and most of those below 30 years old were trained by CIC. Chairman requested the management to continue to monitor closely the relevant data.

Mr Ivan KO Senior Manager

8.13 Summary report of the 4th Joint meeting of Task Force Contractor **Training** Cooperative **Apprenticeship** Scheme and Task **Force** on **Sub-contractor** Cooperative Training, On-the-job Training, E&M Training and Subsidy Scheme (for reference)

Members took note of and approved Paper CIC/CTB/P/091/15 and noted that Advanced Construction Manpower Training Scheme - Pilot Scheme was launched on 1 September 2015. Chairman requested the management to report the progress of applications to CITB on a regular basis. Since the application rate for cooperative training schemes was unsatisfactory, Chairman stated that strategies should be re-adjusted to study a hybrid mode of training and requested the management to continue to consult industry stakeholders.

Manager-Training & Development (Acting)

8.14 Tender assessment report on construction of model workshop on metal scaffolding at Trade Testing Centre (for reference)

Members took note of Paper CIC/CTB/P/093/15 and noted the recommendation of the tender assessment panel to award the above tender to New Talent Engineering Limited, which achieved the overall highest score in the technical and price proposals. The price quoted was within

budget and the assessment report would be submitted to Committee on Administration and Finance for approval.

8.15 Any Other Business

8.15.1 Promotion of Advanced Construction Manpower Training Scheme - Pilot Scheme (ACMTS-Pilot)

Mr Ivan KO, Senior Manager, reported that promotional leaflets on Advanced Construction Manpower Training Scheme - Pilot Scheme had been distributed in the meeting and appealed to Members for active participation in the Scheme.

8.15.2 Sustainability Report 2014

Mr Ivan KO, Senior Manager, reported that CIC's Sustainability Report 2014 had been distributed in the meeting.

8.15.3 Exploring the organization of open days at construction sites

Chairman suggested exploring the organization of open days at the outer areas of construction sites so that citizens and students could take a close at the actual working conditions look construction sites from without. representing Development Bureau expressed that CIC needed to do it from a marco perspective, such as regular promotions at primary schools and secondary schools, if it wanted to enhance the image of construction industry. A Member said that Vocational Training Council could be referred to. Professional development and progression pathways for industry practitioners should be developed to attract people to join the industry.

8.16 Tentative date of the next Meeting 009/15

The next meeting was scheduled for 27 October 2015 (Tuesday) at 10:30 a.m. at Meeting Room 1, Construction Industry Council Headquarters, 15/F Allied Kajima Building, 138 Gloucester Road, Wan Chai, Hong Kong.

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Action

There being no other business, the meeting was adjourned at 12:40 pm.

CIC Secretariat October 2015