

**Construction Industry Council**

**Construction Industry Training Board**

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Meeting No. 005/13 of the Construction Industry Training Board (CITB) was held on Thursday, 17 October 2013 at 9:30 a.m. at Construction Industry Resource Centre at G/F, CIC Kowloon Bay Training Centre, 44 Tai Yip Street, Kowloon Bay, Kowloon, Hong Kong.

Present :	Ir WONG Wing-hoo, Billy	Chairman
	Mr NG Kwok-kwan	Member
	Mr LI Chi-leung	Member
	Ir SYNN Raymond-cheung	Member
	Ms LUI Kit-yuk, Grace	Member
	Mr LOK Kwei-sang, Tandy	Member
	Mr TSE Chun-yuen	Member
	Prof LEUNG Kin-ying, Christopher	Co-opted Member
	Mr WAN Koon-sun	Co-opted Member
In Attendance :	Ir LAU Chun-kit, Ricky	Ch AS (Works) 6, DEVB
	Mr LAM Shing-tim	AS (Works Policies) 9, DEVB
	Mr WONG Doon-yea, Charles	Director - Training & Development, CIC
	Ir LEUNG Wai-hung, Alex	Deputy Director - Training & Development, CIC
	Mr CHU Yin-lin	Senior Manager - Construction Training, CIC
	Mr CHEUNG Yuk-lung	Senior Manager - Development & Support Services, CIC
	Dr Thomas TONG	Chief Research Consultant, CIC
	Mr Davis LIU	Senior Manager - Workers Registration, CIC (only attended for agenda items 5.4 and 5.5)
	Mr Robert LAU	Manager - Construction Trade Testing, CIC
	Mrs Olivia YIU	Manager - Trainees Recruitment & Career Support, CIC
	Ms Joyce AU	Manager - Board Services, CIC

	Ms CHAN Kwok-kin	Assistant Manager - Training Course Development, CIC
	Mrs Shirley LAM	Senior Officer - Board Services, CIC
	Ms Sharon LEE	Graduate Trainee, CIC
Apologies :	Ir HO Ngai-leung, Albert	Member
	Mr SZE Kyran	Member
	Ms HUNG Yee-man	Member
	Mr MAK Tak-ching	Member
	Ir PANG Yat-bond, Derrick	Member
	Sr LAI Yuk-fai, Stephen	Member
	Prof TAM Chi-ming	Member
	Mr NG San-wa, Lawrence	Co-opted Member
	Ir CHEW Tai-chong	Co-opted Member
	Mr CHOW Luen-kiu	Co-opted Member
	Ir WONG Tin-cheung, Conrad	Co-opted Member
	Sr WONG Bay	Co-opted Member
	Mr WONG Chik-wing	Co-opted Member

## **Progress Report**

### **Action**

#### **5.1 Confirmation of progress reports of 4<sup>th</sup> meeting and special meeting of Construction Industry Training Board (CITB) in 2013**

Members took note of Papers CIC/CTB/R/004/13 and CIC/CTB/R/SM1/13, and confirmed the revised Progress Reports of the 4<sup>th</sup> meeting held on 16 July 2013 and the special meeting held on 16 September 2013.

#### **5.2 Matters arising from the 4<sup>th</sup> meeting**

##### **5.2.1 Agenda item 4.3.3 – Adding the trade of Tower Crane Operation into “Enhanced Construction Manpower Training Scheme” (ECMTS)**

Members noted that the industry opined there

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was no difficulty in recruiting tower crane operators. It was thus not necessary to put the trade under ECMTS.

5.2.2 Agenda item 4.12.2 – Underground Pipe Laying

Members noted that the management was now drafting the proposal for part-time Practical Course on Installation of Polyethylene Pipes.

5.2.3 Agenda item 4.13.4 – Establishing a specialized unit to effectively utilize resources and professional knowledge

Members noted that the management would take the Leveller Course as a pilot test by centralizing relevant resources and equipment to enhance efficiency. The name of the centre would also be revised as “Centre for Special Projects”.

5.2.4 Agenda item 4.17.5 – To review contents of construction trade test on plumbing

5.2.4.1 (Remarks : When discussing the report on complaints about trade tests, CITB noticed the relatively low passing rate of the construction trade test on plumbing. It thus instructed the management to conduct a review.)

A Member pointed out that an independent review working group was proposed to be established in the special meeting held in September. It was to review whether all training courses and trade tests were in line with the market, and thus it was asked whether the review of the plumbing trade test be given to the independent working group to follow up. Chairman agreed that there was a

**All Members  
and CITB  
Secretariat**

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need for an independent review and understood the urgency of reviewing the plumbing trade test. It was thus opined that follow-up actions could be taken after first reviewing the recommendations made by the related Course Advisory Panel. In addition, Members could request from the management if they would like to obtain the meeting minutes or other relevant documents of the Course Advisory Panels.

5.2.5 Agenda item 4.26.2.2 – To review the outcomes of full-time courses

Members noted that data on trainee recruitment and drop-out rate of full-time courses were given in papers to be discussed in the later part of the meeting. For the plan to review outcomes of full-time courses, it would be submitted to CITB for consideration in due course.

**5.3 Matters arising from the special meeting**

Members noted that Committee on Administration and Finance had proposed some revisions to the estimates of individual items in the financial estimates for CITB for year 2014. The management would circulate the newly revised financial estimates to all Members in due course. Chairman stated that CITB would need to request for deferring the deadline for submitting comments on the revised estimates.

**Director-  
Training &  
Development**

(Since the representative from Construction Workers Registration Board only attended for relevant agenda items, the agenda would have to be revised to move forward the said items for discussion.)

**5.4 Revised proposal of lowering the fees for simplified Specified Training Courses**

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5.4.1 Members took note of Paper CIC/CTB/P/188/13 and noted that the Specified Training Courses (STCs) had been simplified with the cancellation of assessment on the practical part. Thus, it was proposed to lower all course fees of civil and building STCs to \$150 and maintain the course fee at \$150 for E&M STCs.

5.4.2 Since the cost of expenditure for simplified STCs was on a par with the proposed course fee, CITB agreed to have a uniform downward adjustment of course fee to \$150.

**Senior  
Manager-  
Construction  
Trade Testing**

5.4.3 A Member asked about the current rule of CIC stating that a worker, who failed to pass the STC assessment, must pay additional surcharge if he/she applied for a re-examination within a year. Chairman requested relevant centres to take follow up actions and review whether the timeframe and the surcharge were appropriate for discussion in the next meeting.

**Manager-  
Construction  
Trade Testing**

**5.5 Proposed trial run for workers with expired temporary registration to take the simplified Specified Training Courses**

5.5.1 Members took note of Paper CIC/CTB/P/189/13 and noted the background of proposal for allowing workers with expired temporary registration to take simplified STCs in three of the more popular trades.

5.5.2 As the Construction Workers Qualifications Board was not empowered by the law to take action on its own accord, it must be done only when there was a case of application for registration and at the request of the Registrar to assess workers with expired temporary registration, who had finished the simplified STCs, on whether they held equivalent qualification for applying for registration as skilled workers. Chairman agreed to first allow

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the 15 workers referred by the Hong Kong Construction Employees General Union to study STCs in the said 3 trades. If the group of workers could pass the assessment of the Qualifications Board, CIC would then consider whether to let the estimated 12,000 more workers with expired temporary registration to take the related courses.

- 5.5.3 CITB agreed with the Chairman and noted CIC had reserved the required amount of expenditure in the financial estimates regarding the above proposal.

[Mr Davis Liu, representative from Construction Workers Registration Board, left the meeting at 10:10 a.m.]

**5.6 Proposal to put various trades in tunnel works under Contractor Cooperative Training Scheme (CCTS)**

- 5.6.1 Members took note of Paper CIC/CTB/P/174/13 and noted that after CIC had discussed with main contractors and Hong Kong Construction Association, it was proposed to add 8 tunnel trades into Contractor Cooperative Training Scheme to meet the manpower demand from various infrastructure projects. The 8 tunnel trades included Track Worker, Track Welder, Tunnel Boring Machine Operation, Jumbo Driller Operation, Segment Erection, Tunnel Shotcretor, Tunnel Grouting and Tunnel Banksman. As there was no related intermediate trade tests for these tunnel trades, trainees must pass the relevant certification tests conducted by CIC for graduation.
- 5.6.2 For the question about 96-day Track Worker training, Senior Manager – Development and Support expressed that the course syllabus had been endorsed by the MTR Corporation. As regards the enquiry about expanding the ratio

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between tunnel trade instructors and trainees, it was told that only the trade of Track Worker could be considered. Regarding the feasibility of allowing interested applicants to apply for more than one tunnel work trades, Chairman stated that there was manpower shortage in the industry and the goal of the present stage was to attract more new entrants. Thus, it was proposed to let those who were interested to join the industry to study one tunnel work trade. Arrangement for allowing workers to take more than one trade would be considered in future.

- 5.6.3 CITB accepted the proposal of adding 8 tunnel trades into the Contractor Cooperative Training Scheme and the related 250 training places with an estimated expenditure of more than \$5 million.

**Senior  
Manager-  
Development  
& Support**

**5.7 Progress report on Subcontractor Cooperative Training Scheme**

- 5.7.1 Members took note of Paper CIC/CTB/P/175/13 and noted that as of 25 September 2013, under the Subcontractor Cooperative Training Scheme a total of 353 training places were approved, 289 trainees enrolled, 215 trainees undergoing pre-site and site training while there were 17 and 57 trainees dropped out and expelled from training respectively. The reason for those who dropped out during the site training, around  $\frac{1}{3}$  of dropped-out trainees expressed that they were “dissatisfied with the salary offered by the employers” and CIC would follow up the job and salary of these trainees after dropping out from the Scheme. Moreover, CIC had conducted 29 site inspections between July and September 2013 to visit trainees and instructors. It was found that a total of 17 instructors matched the record of 30 approved site instructors. Yet, 13 instructors still had not yet confirmed and CIC was now following up the matter.

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- 5.7.2 As regards the issue of having a trainee who was dismissed by the employer during site training but still hoped to stay in the SCTs and take the relevant intermediate trade test had filed a complaint to the Hong Kong Construction Employees General Union, the management said that the complaint case was received as a referral by the Union and follow up actions would be taken.
- 5.7.3 Chairman expressed that it was necessary to understand the reason for dismissal of that trainee to see if he/she was reasonably dismissed. The investigation result would affect the processing of applications submitted to join the cooperative training scheme by the same employer in future. Furthermore, as this training scheme was collaborated with the Hong Kong Construction Sub-Contractors Association, the Association should assist the trainee to work for another subcontractor if the case involved unreasonable dismissal. Since the case had been referred to relevant department of CIC, the Union could follow up with that department. If the Union later found the investigation result unsatisfactory, the case could be considered by CITB.
- 5.7.4 Regarding the issue of failing to meet the 13 approved instructors during site inspections, Senior Manager-Development & Support said that there were instructors on spot when trainees were receiving site training but these instructors might not be the approved ones. There might be cases that the subcontractors had changed instructors but the personal particulars of these new instructors had not yet submitted to CIC for verification. Under this circumstance, CIC would re-visit these sites to have follow-up inspection. At present updated information of these instructors was being received from

**Senior  
Manager-  
Development  
& Support  
Manager-  
Trainees  
Recruitment  
and Career  
Support  
Department**



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sub-contractors.

**5.8 Proposal to revise payment procedure in framework documents for training allowance for “Diploma in Vocational Education”(DVE) and to extend the allowance application period**

5.8.1 Members took note of Paper CIC/CTB/P/177/13 and noted the proposal of first disbursement of allowance by the Vocational Training Council (VTC) and its corresponding revisions required to the original approved allowance framework document. In addition, it was noted that CIC proposed to add a new procedure to verify whether the trainees had joined specified E&M (construction) companies after completing their first year of DVE study. The request of the VTC to extend the allowance application period was also noted.

5.8.2 For the proposed mode of allowance disbursement by VTC, CITB after deliberation recommended the management to find out the reasons for proposing such mode of payment and provide additional information in the paper regarding the impact on CIC and trainees by adopting such mode, as well as information on whether CIC would have an effective data verification mechanism under the new mode.

**Senior  
Manager-  
Development  
& Support**

5.8.3 Regarding the proposed additional procedure of having the Office of the Director of Apprenticeship to verify that the employer company was a specified E&M (construction) company in the arrangement that a trainee, after completing the course, must be employed by a specified E&M (construction) company with a contract of apprenticeship for working for at least six months consecutively before getting the course completion allowance, CITB after discussion accepted the proposal. It was also noted that the management, VTC and Office of

**Senior  
Manager-  
Development  
& Support**

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the Director of Apprenticeship would form a working group for carrying out the said procedure and would prepare a list of E&M (construction) trades for reference in due course.

- 5.8.4 As of 2 September 2013, VTC received a total of 495 allowance applications. The biggest issue faced by the industry now was how to attract new entrants. If extending the application period was believed to help meet the target of 595 applicants, CITB agreed to accept VTC's proposal of deferring the allowance application deadline to 31 December 2013. It was noted that a trainee, who applied for allowance within the extended period, could receive his/her subsidy from 1 January 2014, which would not be dated back to September 2013 while his/her course completion allowance in the future would also be deducted proportionally.

**Senior  
Manager-  
Development  
& Support**

**5.9 Construction Industry Council Manpower Forecasting Model Updating and Enhancement Study - Report on forecast of construction worker**

- 5.9.1 Members took note of Paper CIC/CTB/P/178/13 and noted the content of the presentation on "Manpower Study in Hong Kong Construction Industry (Section One – Construction workers)" which captured the major points of the above report.
- 5.9.2 Members commented on the presentation as follows:
- (i) Slides 8 and 10 – assumptions and limitations of demand model and overall manpower demand of existing sites which had to report to Construction Workers Registration Board about the number of site workers

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Information should be supplemented for the

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assumption of 234 man-days per year for a construction worker. In addition, according to the existing subcontracting system in the industry, man-days per year should be around 260. Thus, a sensitivity test was needed to compare the impact on the results of manpower demand between the assumptions of 234 man-days a year and 260 man-days a year.

**Chief  
Research  
Consultant**

(ii) Slides 13 and 14 –Critical trades

A footnote was needed to state clearly that workers entered the site as registered general workers but engaged in trade works. The number of these general workers would affect, to a certain extent, the types of trades to be counted as critical trades. It was proposed to reiterate this limitation in the conclusion.

**Chief  
Research  
Consultant**

[Ir SYNN Raymond-cheung left the meeting at 11:30 am.]

(iii) Slide 18 – Cross-reference to DAR data from CWRB

It was proposed to tabulate separately the number of persons entered construction sites generated from CWRB using ‘individual’ as the basis and those worked out by the manpower forecasting study using ‘man-year’ as basis with the relevant factors listed.

**Chief  
Research  
Consultant**

- 5.9.3 Members noted the conclusions of the report, which included Section One of the report could meet the objective of updating the manpower forecasting model, the trend of manpower demand was briefly highlighted and the critical trades with manpower shortage were indentified. Chief Research Consultant expressed that

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various limitations of the forecasts made by CICMF model would be reiterated in the conclusion.

5.9.4 A representative from DEVB attending the meeting pointed out that the Special Panel on Construction Output of CIC had predicted the construction output in the coming ten years. Therefore, CIC could consider extending the overall manpower demand in construction industry from 2017/2018 to 2022/2023. Chairman opined that the labour multipliers during the extended period would not vary a lot and agreed to pass the suggestion to the Steering Committee on Construction Industry Council Manpower Forecasting Model Updating and Enhancement Study for follow-up actions.

**Chief  
Research  
Consultant**

5.9.5 That representative in attendance also proposed to provide an analysis of the overall distribution of the existing 320,000 registered workers in the report. Chairman stated that it depended on whether CWRB could estimate the number of registered workers engaged in non-construction work. Chief Research Consultant replied that CWRB had conducted earlier a telephone survey and estimated around 60,000 registered workers had left the construction industry. Thus, the aforesaid analysis could be conducted by making reference to the related estimates made by CWRB.

**Chief  
Research  
Consultant**

5.9.6 As Ir SYNN Raymond-cheung had left the meeting, the number of Members in the meeting could not meet the requirement quorum. In addition, the paper needed to be revised according to the comments made by Members just now. CITB therefore recommended the paper to be revised and the remaining agenda items requiring endorsement be submitted to CITB for consideration by circulation in due course.

**Manager-  
Board  
Services**

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5.9.7 A Member representing Hong Kong Construction Employees General Union disagreed with making a resolution on whether to accept the report by means of circulation of document. Chairman stated that the contents of the paper had been thoroughly discussed in the meeting. It was needed to be re-submitted to CITB for endorsement by circulation owing to the fact that the number of people in the meeting fell below the quorum level. The Chief Research Consultant was thus requested to make use of the opportunity to consolidate the report as per the comments from Members, listing the restrictions encountered by the model in making projections. The report only indicated the general trend of construction manpower demand in the future from a macro perspective and Members were only required to approve the approach adopted in making forecasts and the manpower trend as shown by the findings.

5.9.8 Another Member supplemented that there was a newly established Working Group on Indicators of Construction Manpower Situation (Workers) under CITB. It was responsible for identifying manpower demand indicators and critical trades and predicting manpower shortage situation in individual trades etc. The paper was to request Members to consider whether the prediction in the report was reasonable and with a value of reference. The figures listed in the report would not directly or indirectly dominate the policies or course design of CIC and CITB but would rather serve as a reference for task execution. This view was supported by other Members.

**5.10 Construction Industry Manpower Survey Report on 10 April**

5.10.1 Members took note of Paper CIC/CTB/P/179/13 (revised) and noted that CIC had respectively

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joined hands with the Hong Kong Construction Association (HKCA) and the Hong Kong Federation of Electrical and Mechanical Contractors Limited (HKFEMC) and had collaborated with the Hong Kong Construction Employees General Union to conduct manpower surveys on 10 April 2013. The survey conducted by CIC, HKCA and HKFEMC covered 218 construction sites (around 18% of all construction sites) and 67 contractors returned the questionnaires (response rate was around 7.4%). The survey found out 13 trades with vacancies more than 100. Since the data belonged to the particular day of the survey, Chairman reminded that the figures in the survey report had to be interpreted with caution.

- 5.10.2 It was also noted that the newly established Working Group on Indicators of Construction Manpower Situation (Workers) would follow up the relevant matters of manpower survey. A Member remarked that the said survey lacked the participation of the Hong Kong Construction Sub-Contractors Association. The management said that it would be referred to the Working Group for follow-up.

**Chief  
Research  
Consultant**

**5.11 Roadmap for CIC training development– training pattern of overseas countries (initial report)**

- 5.11.1 Members took note of Paper CIC/CTB/P/180/13 and the information collected and initial analysis of construction training patterns in the overseas countries conducted by CIC Secretariat. That included roles of key stakeholders, operation and source of training funds in the construction industry of different countries, methods of attracting new entrants to join the workforce / apply for courses, methods of attracting employers to participate in providing the training and means to provide suitable and effective training etc. Members also noted that the

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Secretariat would continue to compile the relevant information for discussion at the CITB's brainstorming session on 29 October 2013.

- 5.11.2 Chairman stated that the key issue was how to attract new entrants and proposed to include information and analysis of educational systems in overseas countries. Singapore was taken as an example. It implemented streaming of education at the early stage of its national education. Some other overseas countries still adopted technical specialism system (工專制度). However, in Hong Kong, there were degree courses, associate degree courses and Youth Pre-employment Training Programme for graduates completing secondary education. All these affected the number of secondary school graduates intending to join the construction industry to get trained. Thus, it was proposed to include analysis of educational systems in the paper. Chairman added that Members could contact CIC Secretariat if they had any suggestions and additional information for inclusion.

All Members

**5.12 An independent review working group to review training courses and trade tests of CIC and to lay down standards of competency of graduates**

- 5.12.1 Members took note of Paper CIC/CTB/P/181/13 (revised) and noted the aims of establishing the independent review working group and its proposed composition. The review for 14 key trades would be conducted in 4 stages with around 3 months for each stage and the full review and implementation of updated courses and trade tests were expected to be completed by December 2014.
- 5.12.2 Chairman considered that the above review should be completed as soon as possible and proposed to cut short the review timeframe to half year. Director expressed that the review

Senior

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schedule would be revised accordingly and additional manpower would be deployed. Representative from DEVB in attendance pointed out that the representation of “DEVB” in the membership list of review group was not works departments executing frontline tasks, so it was proposed to rename it as a “works department”.

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Training**

- 5.12.3 As the review group only consisted of site agents or site supervisors designated by main contractors, a Member enquired whether personnel of such grades matched with the tasks of the review and whether the current work approach of Course Advisory Panels had been inappropriate. Chairman responded that Course Advisory Panels were to offer comments on skills levels and technical aspects. Yet, the said review was to see whether the present training courses and trade tests were in line with the industry and match with its needs, which was to be determined by the developers and main contractors (the “clients”). For the subsequent needs to adjust the contents of training and trade tests in technical aspects, Course Advisory Panels would be asked for comments. That Member proposed to bring up the issue for discussion in the coming CITB’s brainstorming session. Chairman expressed that any topic could be explored in the brainstorming session.

- 5.12.4 As the number of participants in the meeting did not reach a quorum, the paper would be submitted to CITB for consideration through circulation after revisions had been made according to the comments of Members.

**Senior  
Manager-  
Construction  
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**5.13 Proposed directions for E&M construction training**

- 5.13.1 Members took note of Paper CIC/CTB/P/182/13 and noted the management had made preliminary proposals to respond to the manpower demand of



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E&M construction projects in the short, medium and long terms.

- 5.13.2 Chairman instructed that information on the resources and data involved in the said proposals were to be supplemented and the paper was to be re-submitted through circulation to CITB for consideration.

**Senior  
Manager-  
Construction  
Training**

**5.14 Report on impact of returning two outdoor training grounds on training places**

- 5.14.1 Members took note of Paper CIC/CTB/P/183/13 and noted that Tin Shui Wai Training Centre and Sha Tin Training Ground had to be returned to the Government in 2014 and 2015 respectively. Short courses of CIC would then have about 1,000 training places been reduced per year after 2015. It was now looking for new venues with the assistance of Development Bureau so as to maintain the present number of training places on offer.

- 5.14.2 CITB noted the above report and agreed the management had to arrange for new training venues as soon as possible.

**5.15 Proposal for altering the outdoor ground at Tat Mei Road to training ground**

- 5.15.1 Members took note of Paper CIC/CTB/P/184/13 and noted the Lands Department was considering to lease the vacant ground at Tat Mei Road to CIC as outdoor training ground. CIC now proposed to set up the outdoor ground at Tat Mei Road as a training ground for training crawler-mounted mobile crane operators under the Contractor Cooperative Training Scheme to increase the training places of the said trade. Members also noted the capital expenditure and estimated operational expenditure per year for the outdoor training ground.

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5.15.2 As the Contractor (Crawler-mounted Mobile Crane Operation) Cooperative Training Scheme would not be offered on a regular interval, Chairman proposed to hire the supervisor for the training ground as mentioned in the Paper on a part-time basis.

5.15.3 As a quorum was not reached in the meeting, the above paper after revision would circulate to all Members for consideration.

**Senior  
Manager-  
Development  
& Support**

[Prof LEUNG Kin-ying, Christopher left the meeting at 12:30 p.m.]

**5.16 Proposal for a Certificate in Building Services Course of Enhanced Construction Supervisor / Technician Training Scheme**

5.16.1 Members took note of Paper CIC/CTB/P/185/13 and noted that the management proposed to additionally run a Certificate in Building Services Course (ZBS) with 160 training places in 2014. Since the existing teaching facilities of building services at CIC could not afford the conduct of a ZBS course, it was proposed to jointly run the course with the Vocational Training Council (VTC). The training period of the course would be 208 days, out of which 104 training days would be taken up by VTC.

5.16.2 Chairman requested the management to provide the cost breakdown of each course to be charged by VTC and revise Annex Two of the Paper listing the responsible units for all modules in the teaching syllabus. The paper should then be re-submitted by circulation to CITB for consideration in due course.

**Senior  
Manager-  
Construction  
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**5.17 Proposed revisions to test paper of E&M trade test – Building Security System Mechanic (Construction Trade Test and Intermediate Trade Test)**

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5.17.1 Members took note of Paper CIC/CTB/P/186/13 and noted the revisions proposed by the Working Group on Telecommunications and Security Systems Skills Test to individual items and the equipment to be added accordingly after reviewing the test questions of Building Security System Mechanic (Construction Trade Test and Intermediate Trade Test).

5.17.2 As the quorum requirement could not be met, the paper would be submitted by circulation to CITB for consideration in due course.

**Senior  
Manager-  
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**5.18 Proposed revisions to test paper of E&M trade test –Fire Services Mechanical Fitter and Fire Services Electrical Fitter (Construction Trade Test and Intermediate Trade Test)**

5.18.1 Members took note of Paper CIC/CTB/P/187/13 and noted that Working Group on Fire Services Equipment Skills Test only proposed to merge the test questions of Construction Trade Test and lengthen the testing time after reviewing the test papers of Fire Services Mechanical Fitter and Fire Services Electrical Fitter (Construction Trade Test and Intermediate Trade Test). The concerned revisions would not involve extra resources.

5.18.2 As the quorum could not be met, the paper would be submitted by circulation to CITB for consideration in due course.

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Manager-  
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**5.19 Report on the overview of 2010-2012 CIC full-time course graduates staying in the industry**

5.19.1 Members took note of Paper CIC/CTB/P/190/13 and noted the overview of 2010-2012 CIC full-time course graduates staying in the industry. Members also noted the proposed execution methods of surveying trainees

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graduated from 2014 onwards with the intention of staying in the industry. That survey would also include graduates of Contractor Cooperative Training Scheme and Subcontractor Cooperative Training Scheme.

5.19.2 For the retention rate in the construction industry, Members noted that the trend of retention rate of the first three months upon graduation of trainees from Basic Craft courses and Supervisor/Technician Training Programme from 2010 to 2012 had increased yearly. It was also the same case for the trend of retention rate of the first three months upon graduation of trainees of the full-time adult short courses. For retention rate of graduates of Enhanced Construction Manpower Training Scheme (ECMTS), in the retention rate surveys conducted for periods of three months, six months and twelve months during the three calendar years, it fell while the number of months of graduates staying in the industry was on the rise. Director said that there was still a chance for graduates to drop out after they stayed in the industry for three months according to the data.

5.19.3 For the graduate retention survey to be conducted in 2014, Chairman recommended interviewing graduates, who had joined the industry for a certain period of time, on whether training at CIC could meet the objectives of the course and the training was practical or not, as well as any comments towards the courses. For the present survey on graduates of Basic Craft courses and Supervisor/Technician Training Programme conducted by CIC, there was a questionnaire asking if the trainees could apply what they had learnt at work. Chairman requested the management to circulate the report on the relevant questionnaire to CITB in due course. A Member questioned the two groups of

Manager -  
Trainees  
Recruitment  
& Career  
Support

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Recruitment  
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figures about number of on-the-job graduates generated from regular surveys and number of workers accumulating each working month in the industry within a year. Chairman requested relevant management personnel to re-compile the data and standardize the presentation methods.

Support

**5.20 Report on questionnaires completed by trainees of full-time courses in 2012-13**

5.20.1 Members took note of Paper CIC/CTB/P/191/13 and noted the report on “course evaluation questionnaires” of basic craft courses, construction supervisor/technician training programme and short courses (including Enhanced Construction Manpower Training Scheme). Members also noted that CIC would also conduct survey on industry employers.

5.20.2 Chairman considered that one of the seven evaluation topics, “have the course objectives be met?”, was of no practical meaning. Director said that the question would be deleted and the topics in the questionnaires would be reviewed and a topic on asking the trainees to give suggestions towards the course would be added.

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Manager-  
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**5.21 Progress report on the first meeting of Sub-committee on Employers Subsidy Scheme**

5.21.1 Members took note of Paper CTB/APS/R/001/13 and noted the progress report on the first meeting of Sub-committee on Employers Subsidy Scheme held on 7 August 2013.

5.21.2 Members noted that the Sub-committee had approved the provision of 250 subsidized places in 2013 for graduates of Basic Craft courses and Supervisor/Technician Training programme to apply. If there was oversubscription, the Sub-committee would re-submit the proposal of

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increasing subsidized places and the revised estimates on expenditure. In addition, the Sub-committee also proposed exploring how to encourage employers to support their employed trainees to participate in the subsidy scheme and allow their apprentice employees to take CIC courses or trade tests during working hours. It would also follow up the reason why employers / graduated trainees did not join the subsidy scheme.

- 5.21.3 CITB accepted the progress report of the first meeting of the above Sub-committee.

**5.22 Progress report on the first meeting of Working Group on Heritage Maintenance**

- 5.22.1 Members took note of Paper CTB/WHM/R/001/13 and noted the progress report on the first meeting of Working Group on Heritage Maintenance held on 17 September 2013.

- 5.22.2 Members noted that the Working Group had approved: (i) to hold a roundtable conference of built heritage conservation practitioners on 11 December 2013; (ii) to invite Suzhou craftsmen to visit Hong Kong and train CIC instructors in the conservation for the three fields of “bricklaying, plastering and tiles”, “painting” and “carpentry” with an estimated expenditure of \$370,000; and (iii) to hold “Master Class Distinguished Lecture Series: Discussion on Materials and Techniques of Built Heritage Conservation Works by Construction Masters in the Mainland and Hong Kong” between January and April 2014 with an estimated expenditure of \$105,000.

- 5.22.3 CITB accepted the progress report of the first meeting of the above Working Group.

**Action**

**5.23 There being no other business, the meeting was adjourned at 1:10 pm.**

**CITB  
October 2013**