

Construction Industry Council

Construction Industry Training Board

Meeting No. 003/13 of the Construction Industry Training Board (CITB) was held on Tuesday, 23 April 2013 at 9:30 a.m. at Resource Centre, G/F, CIC Kowloon Bay Training Centre, Kowloon Bay, Kowloon, Hong Kong

Present :	Ir WONG Wing-hoo, Billy	Chairman
	Mr LI Chi-leung	Member
	Ir PANG Yat-bond, Derrick	Member
	Ms LUI Kit-yuk, Grace	Member
	Sr LAI Yuk-fai, Stephen	Member
	Mr LOK Kwei-sang, Tandy	Member
	Mr TSE Chun-yuen	Member
In Attendance :	Mr NG San-wa, Lawrence	Co-opted Member designate
	Mr CHOW Luen-kiu	Co-opted Member designate
	Prof LEUNG Kin-ying, Christopher	Co-opted Member designate
	Mr WAN Koon-sun	Co-opted Member designate
	Sr WONG Bay	Co-opted Member designate
	Ir LAU Chun Kit, Ricky	Ch AS (Works) 6, DEVB
	Mr LAM Shing-tim	AS (Works Policies) 9, DEVB
	Mr WONG Doon-ye, Charles	Director – Training & Development, CIC
	Ms Katherine TAM	Senior Manager - Finance, CIC
	Mr WONG Chi-lap	Senior Manager - Construction Trade Testing, 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

	Ms Joyce AU	Manager - Board Services, CIC
	Mrs Shirley LAM	Senior Officer - Board Services, CIC
Apologies :	Ir HO Ngai-leung, Albert	Member
	Mr NG Kwok-kwan	Member
	Ir SYNN Raymond-cheung	Member
	Mr SZE Kyran	Member
	Ms HUNG Yee-man	Member
	Mr MAK Tak-ching	Member
	Prof TAM Chi-ming	Member
	Ir CHEW Tai-chong	Co-opted Member designate
	Ir WONG Tin-cheung, Conrad	Co-opted Member designate
	Mr WONG Chik-wing	Co-opted Member designate

Progress Report

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3.1 Demonstration video on operation of simulators

3.1.1 Members watched video clips on simulators of excavator, wheel loader and jumbo driller as well as demonstration video on operating simulator of tower crane as provided by two suppliers. Members also noted the aims and progress of integrating simulator training with real machine training. It was noted that relevant instructors of CIC and company representatives of the industry were invited to have a trial run on the simulators concerned.

3.1.2 Chairman requested the management to launch this arrangement as soon as possible to avoid missing the peak of training and manpower demand. In addition, Chairman opined that the effect expected from operating the jumbo driller simulator as shown in the video clip provided by

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the present supplier slightly deviated from the actual operation, and thus, it was necessary to consider products from other suppliers.

3.2 Confirmation of progress report of 2nd meeting of Construction Industry Training Board (CITB) held in 2013

Members took note of Paper CIC/CTB/R/002/13 and confirmed the progress report of the 2nd CITB meeting held on 5 March 2013.

(Post-meeting notes : After the above meeting, the Secretariat received comments from a Member on the 4th sentence of para. 2.4.3 in the Progress Report as follows: adding “As those trades included in the ECMTS and put under the cooperative training schemes use...” to the sentence to delineate clearly and completely that only the training allowance of those CCTS trades which had been put under the ECMTS would be financed by the \$300 million allocation earmarked by the Government. This proposed revision had been circulated to Members for information.)

3.3 Matters arising from the last meeting

3.3.1 Agenda item 2.5.2— financial estimates for new subsidy schemes

Senior Manager - Finance reported that Committee on Administration and Finance had already endorsed the financial estimates involved in the new subsidy schemes and approved half of

Senior

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the estimated expenditure first with a subsequent review. Chairman instructed that relevant data be circulated to CITB Members after the meeting.

**Manager-
Finance**

3.3.2 Agenda item 2.6.3— Contractor (Tower crane operation) Cooperative Training Scheme

Members noted that the concerned contractor would submit the application as per the original training period and would not request for extending the time of training. Chairman reiterated that training period of any course should be based on actual needs. Contractor should not unreasonably lengthen the training period just for getting more subsidies as this not only wasted the training resources of CIC but also failed to ease the manpower shortage in the industry.

3.3.3 Agenda item 2.9.1 — Course schedule of Enhanced Construction Manpower Training Scheme (ECMTS)

3.3.3.1 Members received the course schedules for phases one to six of the above scheme in terms of training grounds as submitted in the meeting.

3.3.3.2 Chairman stated that the information paper should be submitted to the Committee for perusal well before the meeting and full names corresponding to the English abbreviations of training grounds should be supplemented in a loose-leaf page. For the usage rate of training grounds, the number of classes running at different time slots at various grounds varied. Chairman expected that it could state the

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reasons of variations and include appropriate indications in the table for better management of the usage of venue resources.

3.3.4 Agenda item 2.9.4 — recruitment of Project Managers

In relation to the recruitment of Project Managers to enable the training staff to focus on training, Chairman requested the Executive Director to provide the overall plan and progress of the issue in writing.

**Executive
Director**

3.3.5 Agenda items 2.11.3 and 2.12.2— “Working Group on RMAA Manpower Research” and “Working Group on Standardization of Labour Return of Construction Sites”

Members noted that the establishment of the above two working groups had been completed and their first meetings were scheduled for the first half of May.

3.3.6 Agenda item 2.13.2 — Backup plan for Updating and Enhancement Study of Construction Industry Manpower Forecasting Model

Members noted that the above study had invited one of the original developers – Dr. Thomas Tong to take lead in setting up a manpower research team to carry out the study. Dr. Tong would give his views on the agenda item of the definition of supervisors.

3.3.7 Agenda item 2.14.2 — Refrigeration / Air-conditioning / Ventilation Mechanic (Air system) intermediate trade test

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It would be discussed under relevant agenda item later.

3.3.8 Agenda item 2.16.2 — Membership lists of Course Advisory Panels

3.3.8.1 Members noted the membership lists of Course Advisory Panels just submitted in the meeting. It was noted that a few units had not yet returned their nominations and some units declined the invitation, so the Panels had not yet been formed.

3.3.8.2 Chairman reminded that whether the nominations proposed by the invited units were suitable or not depended on the responsible disciplines or trades of the Panels. If it was on craft level, the panel members should be frontline technical personnel. Moreover, actual conditions should also be considered to see if it would be suitable to appoint particular salespersons of specific products to avoid affecting the procurement of specific equipment for training use. Chairman added that it was necessary to inform the units of the Panels' requirements when inviting nominations.

3.3.8.3 Director stated that he would follow up with the invited units on suitable nominations according to the above comments. Since some organizations declined the invitation, it was proposed to revise the membership lists of the Panels.

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3.3.9 Agenda item 2.17.2 — Grouping of course advisory panels

3.3.9.1 Members noted the arrangement, as submitted in the meeting, for classifying the course advisory panels into three main groups and each group would select a representative to report to CITB about the main proposals made by the respective group.

3.3.9.2 Chairman concerned that grouping the course advisory panels and adding three main categories on top of them would cause duplication problems. Furthermore, the classification was not proper. In fact, the group representative might not have deep understanding about disciplines other than his/her own trade. Thus, the management was requested to re-consider the pros and cons of reporting by groups.

3.3.9.3 Chairman continued that under the overarching principle of maintaining communication with the course advisory panels, it might consider under the request of individual panels to allow their representatives to come to CITB in person to provide comments or develop a regular reporting mechanism to invite the chairmen or vice chairmen of the Panels to present to CITB in turns. This arrangement might be more direct and effective. Chairman hoped that the management could consider thoroughly various feasible measures

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to achieve the aim of effective communication and avoid being restricted by a single framework.

3.4 Proposal for Contractor Cooperative Training Scheme (CCTS) – E&M trade (Fire Services Electrical Fitter) and (Fire Services Mechanical Fitter)

3.4.1 Members took note of Paper CIC/CTB/P/056/13 and noted that the Committee had endorsed Contractor Cooperative Training Scheme (CCTS) – E&M trades in the last meeting, which included training of 36 fire services electrical fitters and 19 fire services mechanical fitters. After discussion with the industry and VTC, the management had developed a 6-month cooperative training syllabus for the above two E&M trades. The monthly allowance per trainee would be \$150 and the training cost per trainee would need around \$51,587. Thus, the total training expenditure for training 36 fire services electrical fitters and 19 fire services mechanical fitters would be \$2,837,285.

3.4.2 CITB approved the CCTS – E&M trade (fire services electrical fitter) and (fire services mechanical fitters), the subsidy assessment mechanism, training contents and 55 training places. Chairman advised that demand from the industry should be closely monitored and appropriate deployment of the previously endorsed 1,111 training places could be made where necessary to match the actual manpower demand of the said trades.

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3.5 Mandatory Contractor Cooperative Training Scheme (CCTS)

3.5.1 Members approved the following seven applications for Mandatory CCTS:

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- i) CIC/CTB/P/057/13 — Mandatory CCTS—Proposal of leveler training scheme (bilateral cooperative scheme) submitted by Excel Engineering Co Ltd

Construction contract : Replacement and Rehabilitation of Water Mains, Stage 4 Phase 1 - Major Mains in Eastern New Territories (Contract: 10/WSD/11)

Training period : 90 days

Number of trainees : 4 (leveller)

Total subsidy : \$198,331.8

- ii) CIC/CTB/P/058/13 — Mandatory CCTS—Proposal of leveler training scheme (tripartite cooperative scheme) submitted by Sun Fook Kong Joint Venture and Concordance Engineering & Surveying Service Company Limited

Construction contract : Improvement works for Ma On Shan Link (MTR contract : SCL1101)

Training period : 90 days

Number of trainees : 4 (leveller)

Total subsidy : \$199,213.2

- iii) CIC/CTB/P/059/13 — Mandatory CCTS—Proposal of leveler training scheme (bilateral cooperative scheme) submitted by Wo Hing Construction Co Ltd

Construction contract : Replacement and Rehabilitation of Water Mains, Stage 4 Phase 2—Dongjiang Mains and Mains along Fan Kam Road (Contract : 12/WSD/11)

Training period : 90 days

Number of trainees : 2 (leveller)

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Total subsidy : \$99,165.9

- iv) CIC/CTB/P/060/13 — Mandatory CCTS–Proposal of bar bending and fixing training scheme (tripartite cooperative scheme) submitted by Gammon Construction Limited and Tin Wo Engineering Company Limited

Construction contract : Hung Hom North Approach Tunnel (MTR contract : 1111)

Training period : 97 days

Number of trainees : 20 (bar bending and fixing)

Total subsidy : \$1,245,010.8

- v) CIC/CTB/P/061/13 — Mandatory CCTS–Proposal of leveler training (bilateral cooperative scheme) submitted by Yau Lee Construction Company Limited

Construction contract : Design and Construction of Fitting-out Works in Building and Lands and Other Properties for which the ASD is Responsible – Hong Kong Island and Outlying Islands (MTR contract : TC A-719)

Training period : 90 days

Number of trainees : 6 (leveller)

Total subsidy : \$297,497.7

- vi) CIC/CTB/P/062/13 — Mandatory CCTS–Proposal of welding training scheme (bilateral cooperative scheme) submitted by Gammon Construction Limited

Construction contract : Midfield Concourse

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(contract : P533)

Training period : 75 days

Number of trainees : 20 (welding)

Total subsidy : \$595,063

- vii) CIC/CTB/P/073/13 — Mandatory CCTS—Proposal of leveler training scheme (tripartite cooperative scheme) submitted by Kwan On Construction Company Limited and Univic Building Contractors Limited

Construction contract : Replacement and Rehabilitation of Water Mains, Stage 4 Phase 2 – Mains on Outlying Islands (Contract : 15/WSD/11)

Training period : 90 days

Number of trainees : 4 (leveller)

Total subsidy : \$198,331.8

- 3.5.2 In Paper CIC/CTB/P/058/13, the training subsidy for a leveler trainee was \$49,803.3, which was slightly higher than the subsidy of \$49,582.95 as given in the other 4 applications. The management pointed out that the difference was mainly because there was one day less in the deductible training days in practical training for that scheme.

- 3.5.3 Regarding the need for the Committee to assess subsidy applications of various training schemes at each meeting, Chairman re-stated his previous request for the management to submit statements of financial estimates listing the following items :

- (i) estimated expenditure already endorsed by CIC ;
- (ii) proportion of estimates used up till now ;
- (iii) amount of subsidy involved in the present application ; and

**Senior
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- (iv) balance after deducting the present subsidy.

Finance

Such arrangement could allow Members to know about the overall picture and the present situations of the financial resources involved in cooperative training schemes. Director expressed that relevant information would be circulated to Members as soon as possible.

3.6 Contractor (laying of gas polyethylene pipes) Cooperative Training Scheme

- 3.6.1 Prior to the discussion of the Paper on the above subsidy scheme, Chairman declared his interests because of the business of his employer and stated that he would not participate in the discussion and decision. Chairman thus requested the Director to take charge of the present agenda item at the moment.

- 3.6.2 Members took note of Paper CIC/CTB/P/063/13 and noted that more than a hundred gas polyethylene pipe layers were lacked in the industry. The proposed cooperative training scheme would be divided into two parts, one for theoretical training and one for site practice, and the training duration would be 90 days in total. The daily trainee allowance would be \$150 and the cost per trainee was estimated to be \$35,775.

- 3.6.3 CITB approved the above CCTS, training syllabus and subsidy assessment mechanism.

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3.7 Proposed revisions to the course content of "Sub-contractor (marble worker) Cooperative Training Scheme"

- 3.7.1 Members took note of Paper CIC/CTB/P/064/13

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and noted that the “Sub-contractor (marble installation and polishing) cooperative training scheme” was approved in the last meeting held in February. Subsequent to the meeting of Workers Registration Sub-Committee in the latter half of January, the intermediate trade test and registration of “marble worker” was approved to be split into skills of “wet fixing”, “dry fixing” and “polishing”. In addition, Hong Kong Marble & Granite Merchants Association under Sub-contractor Association pointed out that, in reality, the shortage of marble worker (polishing) was more serious in construction sites, and thus, it was proposed separating marble worker (polishing) from the others for independent training.

- 3.7.2 The Co-opted Member designate representing Hong Kong Construction Sub-Contractors Association supplemented that the industry lacked marble polisher the most. Since this trade was not yet further split up and there were only trade tests for marble worker (wet fixing) and (dry fixing) at that time, parts of the wet fixing marble training were combined with marble polishing training to make the previously endorsed course syllabus of “Contractor (marble installation and polishing) Cooperative Training Scheme” . As the trades concerned had now been split into three trade skills and interflow of workers across the three trade skills was not much, it was proposed to remove the training of wet fixing trade skills (around 25 days) from the training of marble polishing and condense the 75-day elementary training to 50 days while the remaining days of training would be allocated to the subsequent site practice training at suitable sites under Hong Kong Marble & Granite Merchants Association. This new arrangement could also help ease the

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resources and manpower needed for the elementary training to be provided by CIC.

- 3.7.3 Chairman raised again that before the Committee assessed the cooperative training schemes the management needed to provide the statements of financial estimates of the items involved to let Members know the estimated expenditure of the scheme and the amount accounted for in the overall estimated expenditure. Even though the present proposal of marble worker (polishing) cooperative training scheme would use the financial estimates previously approved for marble installation and polishing cooperative training scheme, Chairman opined that the re-allocation could be indicated in the financial statements to be provided. Chairman reiterated that the request for the relevant statements of financial estimates of the concerned training scheme was made from the point of financial management and the stand of CIC was to take care of and balance the training needs in the industry. If a gap was anticipated in the training demand of individual trades, coordination with the HKSAR Government and the industry should be established as soon as possible. Furthermore, CITB was held responsible for ensuring the expenditure of training scheme was within budget. A Member suggested the management submitting a financial statement in each meeting, which could help monitoring the expenditure of the training scheme and its part accounted for in the overall estimates.
- 3.7.4 CITB approved the proposed revision to the course content of “Sub-contractor (marble worker) Cooperative Training Scheme” and accepted the relevant subsidy assessment mechanism and estimates but the management was required to supplement the requested

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financial statement subsequently. Chairman stated clearly that the Committee would not assess the training scheme if relevant financial information was not provided.

& Support

3.8 Proposed revisions to test papers of E&M trade tests - Refrigeration /Air-conditioning/ Ventilation Mechanic (Air System, Thermal System, Water System, Unitary System and Electrical Control) (Trade Test and Intermediate Trade Test)

3.8.1 Members took note of Paper CIC/CTB/P/065/13 and noted that, after the last CITB meeting, refrigeration / air-conditioning / ventilation mechanic (air system) trade testing working group had met with two Committee Members and Co-opted Members on 22 March to discuss the proposed revision on replacing hand tools by duct cleating machines to bend to produce Pittsburgh Lock in the intermediate trade test concerned. The conclusion was that the air system intermediate trade test should be revised by shifting the present focus on procedures for producing air duct to installing various types of air ducts on site. The working group would follow up the proposed practical test questions to be submitted later. VTC was notified that part of the training contents of installing air duct would have to be changed in the future to match with the test revision. Moreover, the working group then confirmed the proposed revisions to testing time of air system construction trade test and the second question on working procedures in water system construction trade test.

3.8.2 CITB agreed to (i) lengthen the testing time by half an hour to 3.5 hours for Air System trade test; and (ii) revise the second question on installing cold water pump pipes and fittings in Water System trade test and request candidates to

**Senior
Manager-**

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conduct electric welding procedures according to the actual conditions. For the revisions to Air System intermediate trade test, the follow-up actions would be subject to the discussion in the meeting of the Working Group.

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**3.9 Proposed revisions to test paper of E&M trade test –
Electrical Wireman and Control Panel Assembler
(Intermediate Trade Test and Trade Test)**

3.9.1 Members took note of Paper CIC/CTB/P/066/13. It was noted that after discussing the test questions on Electrical Wireman and Control Panel Assembler, the electrical installation trade testing working group considered the practical test of construction trade test of Electrical Wireman needed to add one task of “armoured protective cable installation”. Whereas, the first question in intermediate trade test needed to be cancelled due to duplication of the first and the second questions with revision to be made to the marking scheme and the oral test had to be changed to written multiple-choice questions. As regards the trade of Control Panel Assembler, there was no need to make changes to its trade test questions. However, it was proposed to change the oral test of its immediate trade test to written multiple-choice questions.

3.9.2 Chairman proposed listing discussion results unanimously agreed by the Working Group and also the different views raised by representatives from individual organizations in future paper submission in which the contents had to be simplified as well. A Member stated that the cost of some materials for electrical wireman was a bit higher and proposed to use cheaper materials.

3.9.3 CITB approved the above proposed revisions to the test paper of E&M trade test – Electrical

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Wireman and Control Panel Assembler (Intermediate Trade Test and Trade Test). **Construction Training**

[Mr CHOW Luen-kiu and Mr LAM Shing-tim left the meeting at this juncture.]

3.10 Proposed estimates for “Enhanced Construction Supervisor Training Scheme”

3.10.1 Members took note of Paper CIC/CTB/P/067/13 and noted that the management proposed to outsource the theoretical training of Certificate in Civil Engineering Supervision (ZCV) and Certificate in Building Services Supervision (ZBS) as well as the trade training of ZBS. However, the contracting educational institution charged a relatively high fee, CIC would consider teaching the classes itself and following up the arrangement for rebuilding its training venues into classrooms. For employment of instructors to teach the courses, it would consider revising the qualification requirements for teaching staff by employing construction supervisors with more practical experience, particularly those who just retired from the Government and public bodies like MTR Corporation and electric power company.

3.10.2 Chairman expressed that CIC had already endorsed \$10 million to provide 200 training places for certificate courses in supervision and the management could execute relevant work accordingly. Whereas, the estimates for rebuilding classrooms and the other estimated expenditure for meeting the target of providing 1,000 training places for certificate courses in supervision could be submitted for CITB’s consideration when a detailed plan was worked out.

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[Ir PANG Yat-bond, Derrick left at this juncture.]

3.11 Revalidation Training Course for Operators of Compactor

3.11.1 Members took note of Paper CIC/CTB/P/068/13. It was noted that the Labour Department approved to run a “Certification course for compactor operators” in 2008 with a certification validity period of five years. Therefore, it was necessary to run a revalidation course for in-service operators to renew their licenses. The Labour Department had approved in March 2013 the contents of the “Revalidation course for compactor operators” as submitted by CIC last year. The proposed revalidation course would last for one day including revision of theories and a 30-minute written test at the end of class.

3.11.2 CITB approved running the above course at a fee of \$210 per person and 20 people per class.

**Senior
Manager-
Construction
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3.12 Proposal for establishing four different intermediate trade testing workshops at Lai Sun, Tong Fuk and Tai Lam Correctional Institutions

3.12.1 Members took note of Paper CIC/CTB/P/069/13 and noted that CIC had approved establishing various intermediate trade testing workshops at the six correctional institutions under Correctional Services Department over the years to facilitate inmates to take the relevant intermediate trade tests and better use of resources. Now, the Correctional Services Department wrote to CIC asking for establishing three intermediate trade testing workshops for tiling and plastering at Lai Sun Correctional Institution; carpenter (formwork-building construction) at Tong Fuk; and bar bender and

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fixer at Tai Lam. The construction cost of workshops and materials cost for trade tests would be fully borne by the Correctional Services Department and the venues would only be used after the construction works were completed and approved by CIC.

- 3.12.2 CITB endorsed establishing three workshops for intermediate trade testing at the above three correctional institutions and approved these institutions to apply for intermediate trade tests on behalf of their inmates while CIC would assign invigilators to the three institutions to conduct the trade tests.

**Senior
Manager-
Construction
Trade Testing**

3.13 Definition of 9 categories of site supervision personnel

- 3.13.1 Members took note of Paper CIC/CTB/P/070/13. It was noted that AIM Group Ltd (AIM), which was responsible for conducting the consultancy study on construction site supervision personnel, was requested earlier to study the definition of site supervision personnel including the generic job duties and responsibilities of site supervision personnel as well as the minimum requirements for qualification and experience of relevant personnel of different categories working at consultancy firms, clients and contractors. Members also noted that CITB finally accepted the generic definition of site supervision personnel and its 9 categories of job grades as well as the study report. However, the report did not further study the definition of individual categories of job grades, and thus, AIM was invited to define the 9 job grades by categories as the basis for manpower forecast of the site supervision personnel manpower forecasting model.

- 3.13.2 Chairman pointed out that CITB had accepted

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the report submitted by the consultant last year and also the generic definition and 9 categories of job grades of site supervision personnel in the report, i.e. the personnel must execute site-based work which included supervision, coordination and monitoring etc. Accordingly, the job duties like planning and design etc of individual job categories as listed in Annex I of the Paper deviated from the generic definition of site-based duties aforementioned. Therefore, surveyors and safety officers are not classified as site supervision personnel. To avoid misinterpretation of the AIM' s study report, Chairman requested the management to go through the report again. In addition, Chairman reminded that the classification of site supervision personnel was restricted to supervision personnel on construction sites and could only be used as reference for the manpower forecast of the site supervision personnel manpower forecasting model.

**Senior
Manager-
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**Chief
Research
Consultant**

3.13.3 It was raised that the primary objective of conducting consultancy research was for deciding whether to introduce registration system for site supervision personnel later and its progress was now being asked. Director responded that the former Committee on Manpower Training and Development decided last year that the scope of job duties and requirements for qualifications and experience should first be set for different types of site supervision personnel before considering the need for implementing the registration system and then the number, age and training demand etc of various types of site supervision personnel would be compiled.

3.13.4 Chairman stated that there were different job titles for site supervision personnel in the

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industry, so AIM consultant adopted a bottom-up approach in determining job categories of site supervision personnel. It was formulated after a detailed discussion and sorting of the relevant job duties by the Committee. Thus, Chairman reminded the Chief Research Consultant should use the job descriptions rather than simply using the job titles for analysis.

**Chief
Research
Consultant**

3.14 Full-time course graduates referral scheme

3.14.1 Members took note of Paper CIC/CTB/P/071/13 and noted the background and details of the captioned scheme. Under that scheme, full-time graduates, who referred their relatives and friends to apply for the specified courses, helped the referred persons to understand the benefits of the courses and prospects in the industry through mutual exchanges or after-work activities and facilitated the referred persons to complete the courses and pass the intermediate trade tests, these graduates as the referee could then receive a reward of \$1,000. Such scheme was only applicable to 17 short courses / courses under Enhanced Construction Manpower Training Scheme (ECMTS) with relatively low enrollment but high demand from the industry and was thus in need of enhanced recruitment efforts. Quota for the scheme would be 2,000 trainees and out of them about 1,000 trainees were expected to complete the courses. The upper limit of the reward to be given out was capped at one million dollars.

3.14.2 A Member opined that if the scheme was to be a mentorship scheme, it was necessary to strengthen the contents of this aspect where the referee should keep communicating with and providing counseling and support services etc to the referred person during the period of training.

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However, the proposed scheme at present focused on graduates referring new entrants to the courses with little coverage of mentorship. Therefore, the scheme could be simplified to be just a referral scheme.

**Manager-
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Trade Testing**

- 3.14.3 Apart from the name of the scheme, the Committee had no comment towards the contents of the scheme and agreed to launch the scheme first and conduct a review subject to the feedback received later.

[Prof LEUNG Kin-ying, Christopher left at this juncture.]

3.15 Progress report on “Investing in Construction Manpower project” (as of 15 March 2013)

- 3.15.1 Members took note of Paper CIC/CTB/P/072/13 and noted the progress of various items under “Investing in Construction Manpower project” as of mid-March 2013.

- 3.15.2 Chairman proposed re-compiling relevant tables on ECMTS in the Paper into one table to let the Members fully understand the performance of this scheme introduced by CIC. For the waiting time of ECMTS courses, Chairman opined that reasons for longer waiting time for enrolling into individual course should be clearly explained.

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- 3.15.3 For financial statements of “Investing in Construction Manpower project”, Chairman believed that it was necessary to include financial estimates for each sub-item and information on the amount used as of the date of report with a view to understand the latest financial conditions of relevant tasks carried out by the CIC. CIC could adjust the quota of relevant tasks in time where necessary.

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3.15.4 Member representing DEVB stated that DEVB understood the effort put in by CIC when implementing various training schemes and said that it was now a critical moment. The training schemes that had started or to be launched would have decisive influence on the manpower supply in these two years, so every aspect should be well-assured. If there was delay, it would miss the peak of training and manpower demand.

3.15.5 Chairman requested Senior Manager - Finance to provide the required financial information. If there was any question, it could be raised in the meeting of Committee on Administration and Finance.

**Senior
Manager-
Finance**

3.16 Proposal for "Sub-contractor (marble worker) Cooperative Training Scheme" - first round of 34 initial basic training places

Proposal for "Sub-contractor (painting) Cooperative Training Scheme" - first round of 44 initial basic training places

Proposal for "Sub-contractor (erecting and dismantling of tower crane) Cooperative Training Scheme" - first round of 48 initial basic training places

Proposal for "Sub-contractor (timber formwork) Cooperative Training Scheme" - first round of 44 initial basic training places

Proposal for "Sub-contractor (bricklaying, plastering and tiling) Cooperative Training Scheme" - first round of 20 initial basic training places

Proposal for "Sub-contractor (bar bending and fixing) Cooperative Training Scheme" - first round of 60 initial basic training places

3.16.1 Members took note of Papers CIC/CTB/P/075/13 to CIC/CTB/P/080/13 and

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noted the above six applications, accounting for a total of 250 initial basic training places, for sub-contractor cooperative training scheme. Since the training scheme was of a mixed mode, the initial basic training would be provided by CIC or outsourced training institution while the subsequent training would be conducted at sub-contractor' s sites. To rush for the course commencement in early May, the information of site and instructor involved in the latter part of site training could not be provided at this stage but would be submitted later.

- 3.16.2 Chairman expressed that the management was also required to provide the statements of financial estimates for this batch of cooperative training schemes. Furthermore, the paper only listed the estimated number of trainees but not the information of participating sub-contractors, sites involved, instructors and trainees. Chairman concerned that if the information submitted later failed to meet the assessment criteria, it might cause negative impact to the scheme. He continued to say that the urgency of launching the said training scheme was well aware of but there was also a need for well-thought consideration and arrangement beforehand.
- 3.16.3 Responding to the question raised by DEVB representative, Director stated that the Sub-contractor Association held a recruitment day for this training scheme on 13 April and received more than 400 applications with employment promised by individual sub-contractors. Although the qualification requirements of instructors of these participating sub-contractors had not yet been submitted or verified, it could be done when the trainees received their 20 to 50 days of initial basic training.

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- 3.16.4 Chairman pointed out that the prerequisite for cooperative training scheme was “employment first, training afterwards” but the paper submitted at present could not show the employer-employee relationship between the employed trainees and corresponding sub-contractors. Chairman moved on to say that if there was an urgent need to launch the training scheme, it could be handled by circulation when all the required information was collected. Thus, CITB would not assess the subsidy applications made by these six cooperative training schemes at the moment.
- Senior Manager-Development & Support**
- 3.17 Membership lists compiled after inviting Members and Co-opted Members to join working groups under CITB**
- 3.17.1 Members took note of Paper CIC/CTB/P/074/13 and noted that the latest membership lists compiled after inviting Members and Co-opted Members to join the four working groups under CITB.
- 3.17.2 The Committee accepted the membership list of Sub-Committee on Employers Subsidy Scheme. For the position of Chairman of the Sub-Committee, it was agreed to be elected among members of the Sub-Committee in its meeting later. Yet, Chairman opined that members should avoid running for the position of Chairman if their organizations joined the subsidy schemes.
- Relevant Members and Manager-Board Services**
- 3.17.3 The Committee also accepted the membership list of Board of Studies on Construction Safety Courses and approved appointing the only CITB member participating in the Board, Ir HO Ngai-leung, Albert, as the Chairman. The

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Committee accepted the membership list of Working Group on Heritage Maintenance as well and noted that the management was now following up the replacement of member from the sector of “recognized specialist contractor – repair and conservation of historical buildings” .

[Post-meeting notes : Mr. Lam Chi-keung from Yan Lee Construction Company Limited accepted our invitation to fill the vacancy of “recognized specialist contractor – repair and conservation of historical buildings” sector in Working Group on Heritage Maintenance.]

- 3.17.4 Regarding the status of the member representing Hong Kong Institute of Construction Managers in Steering Committee on Construction Industry Council Manpower Forecasting Model Updating and Enhancement Study, Chairman proposed that it should be determined by the Committee itself based on its functional needs.

3.18 Progress report on short course on “curtain wall and aluminum window installation”

- 3.18.1 Members took note of Paper CIC/CTB/P/081/13 and noted that the first class of short course on “curtain wall and aluminum window installation” had commenced in mid-April 2013. Hong Kong Facade Association (HKFA) was now assisting CIC to set up a new curtain wall workshop at Sheung Shui Training Centre. In addition, Construction Workers Registration Board had agreed to add an intermediate trade test category to the trade of curtain wall installer and was now discussing with HKFA about the related testing matters.

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3.18.2 As regards the establishment of a curtain wall workshop at Sheung Shui Training Centre, Chairman believed that the design and construction of the workshop would have great impact on the effectiveness of training. He thus proposed to invite some well-established curtain wall contractors in the industry to give views and to nominate representatives to join the Course Advisory Panel on Curtain Wall Installation to be set up later.

**Senior
Manager-
Construction
Training**

3.19 There being no other business, the meeting was adjourned at 12:35 pm.

**CITB Secretariat
May 2013**