

Construction Industry Council

Construction Industry Training Board

The 3rd Meeting of the Construction Industry Training Board was held on Wednesday, 3 August 2011 at 10:00 am in Conference Room, CIC Headquarters, 15/F Allied Kajima Building, 138 Gloucester Road, Wanchai.

Present : Ir Wong W H, Billy Chairman
Ir Ho Ngai Leung, Albert
Mr Li Chi Leung
Mr Chow Luen Kiu
Mr Synn Raymond-Cheung
Dr Lo Kin Ki, Edmond
Ms Wong Hoi Wan, Charmaine (Representing Mr Enoch Lam)
Mr Choi Wun Hing, Donald
Mr Lai Yuk Fai, Stephen
Mr Lok Kwei Sang, Tandy
Mr Tse Chun Yuen
Mr Tse Lai Leung, Jimmy

In attendance : Ir Kelvin Lo Chief Assistant Secretary
(Works) 6, DEVB
Ir Christopher To Executive Director, CIC
Mr Charles Wong Director (Training), CIC
Mr Cheung Yuk Lung Senior Manager (DSS), CIC
Mrs Sophie Leung Secretary, CITB
Mrs Shirley Lam Assistant Secretary, CITB

Apologies : Ir Helen Kwan

Progress Report

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3.1 Confirmation of the progress report of the 2nd meeting held in 2011

Members took note of Paper CIC/CTB/R/002/11 (revised) and confirmed the progress report of the 2nd meeting held on 26 May 2011.

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3.2 **Matters arising from the last meeting**

3.2.1 Agenda item 2.2.3 – Slogan for jump in salary

As regards the issue of sending out the software of promotional banners, Members noted that CICTA had contacted over a hundred architectural companies and more than 500 construction sites. Interested companies were given the said software. In addition, promotional banner of “Build Up” programmes had been hanging on the training grounds of CICTA. It was also noted that the Development Bureau had contacted the Airport Authority, MTRC and Hong Kong Housing Authority regarding the matter concerned, and received positive feedbacks.

3.2.2 Agenda item 2.2.5 – Composition of Course Advisory Panel

Director (Training) stated that the captioned was expected to be submitted for consideration in the next meeting.

3.2.3 Agenda item 2.6 – Sending information of CICTA via mobile SMS

Members noted that CICTA had sent information to registered workers on courses, trade tests and discounts via mobile SMS as a trial last week, which received very good initial responses. Chairman suggested follow up on the feasibility of broadcasting relevant information to other mobile users under legal circumstances.

**Trainees
Recruitment
and
Placement
Manager**

3.2.4 Agenda item 2.7 – Proposal of running a short course on Certificate in Civil Engineering Supervision under the Enhanced Construction Supervisor Training Scheme

Director (Training) reported that CICTA was in discussion with several contractors the cooperative

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training arrangement of the above course. Some contractors requested the CICTA, apart from providing training to those trainees who were employed because of the course, to also provide training on part-time day-release basis to their workers who had never received such training. CICTA could make arrangement to cater for this.

- 3.2.5 Agenda item 2.10—Drop-out rates of Adult Short Courses between 2007 and 2010

This item would be discussed under a separate item.

- 3.2.6 Agenda item 2.12—Modularization of Technically Competent Person T1 training course and Technically Competent Person T1 (Minor Works) training course

Director (Training) reported that the feasibility of modularizing the above courses was being followed up with the Buildings Department.

**Senior
Manager
(ST)**

- 3.2.7 Agenda item 2.18—Progress report on relocation of three training grounds and establishment of training ground in Tai Po

Director (Training) reported that quantitative hazard assessment of the two buildings with potential dangerous installations near the proposed land in Tai Po would be carried out in three phases. The first phase was completed and submitted to the Electrical and Mechanical Services Department and the results showed that there was no increase in hazards. The remaining two phases had started and were expected to be completed in September. For consultation in the district, CICTA not only explained the construction background and facilities of the site to three schools in Tai Po, but also contacted the owners' committees of the two nearby housing estates. No opposition was heard from the estates but one of them expressed concern on the shotcretor workshop to be set up in the

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training ground and requested CICTA to monitor the dust level regularly. In a public forum organized by Tai Po district council members, three out of twenty participants reacted strongly. CICTA had invited these three participants to visit the training ground to let them better understand the actual operation of training and trade tests to dispel their worries. If all went well, proposal of setting up an outdoor training ground in Tai Po could be submitted for consideration of the Tai Po District Council in January 2012.

(Mr Donald Choi joined the meeting at this juncture.)

3.2.8 Agenda item 2.23 – Demand for electrical and mechanical (E&M) manpower

Director (Training) reported that Committee on Manpower Training and Development of CIC had invited Hong Kong Federation of Electrical and Mechanical Contractors Limited (HKFEMC) and Vocational Training Council (VTC) to attend its meeting in July to give presentations on the demand for E&M manpower and the provision of E&M training courses respectively. HKFEMC estimated the required number of E&M workers in public, private and MTR works in the coming five years to be around 28,300 while there would be around 29,000 workers in the same period. Thus, there was no obvious shortage of manpower in the coming five years. However, the data from Construction Workers Registration Authority (CWRA) indicated that over 25% of the registered skilled workers (E&M trade) aged 50 or above and so there was ageing problem in the industry. Committee on Manpower Training and Development had proposed using the database of CWRA to find out the number of active workers who had worked on site for at least 30 days or 60 days over the past year, and the number of inactive workers who failed to meet the aforesaid criterion, as well as their trades, in order to identify those

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E&M trades with manpower mismatch.

Members also noted that VTC currently provided Basic Craft Certificate (BCC) / Technician Foundation Certificate (TFC) / Diploma in Vocational Education (DVE) of construction-related courses for Secondary Three to Five students and it was estimated to have around 1,000 graduates in 2010/11, around half of them would pursue further studies. Moreover, the Craft Certificate courses, which were for students who had completed Secondary Three, estimated to have around 1,000 graduates annually. However, the course were facing the following challenges: the low birth rate, the graduates' aspiration to pursue further studies and a lack of interest to pursue a career in engineering discipline among secondary school students. It was also noted that Committee on Manpower Training and Development had requested related organizations to provide drop-out rates of the above graduates and the ratio of graduates taking up capital works to those performing RMAA works.

Representatives of VTC added that over 80% of graduates of the Craft Certificate courses would join the industry but most graduates completed the Higher Diploma course would continue to study for a higher qualification, which was understandable under the current social environment and educational policies. To address those trades with manpower shortage in the industry, VTC would add the necessary bridging modules in the training courses in a timely manner.

A member pointed out that the biennial survey of electrical and mechanical engineering industry, conducted by VTC on industry-basis, would be published in September 2011. The survey would provide an update of the manpower situation within the industry.

Chairman expressed that a clearer picture of **D (T)**

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supply-and-demand and distribution of E&M workers in the construction industry would be available if a combined analysis of the relevant survey and the data held by CWRA of the registered workers on sites could be conducted.

(Mr Tse Chun Yuen joined the meeting at this juncture.)

3.3 Conceptual proposal for running a new Supervisor/Technician course

Members took note of Paper CIC/CTB/P/040/11 and noted the conceptual proposal of the new Supervisor/Technician course was introduced in response to the 334 new secondary school curriculum. The new course proposal would include an 18-month training at CICTA, during which there would be a 2-month site practice. After that, trainees would then be hired by employers to receive on-the-job training for 6 months, and are required to report regularly to CICTA on the training progress and submit site practice reports upon completing the training. A pass was required for graduation. In addition, to shorten the time of studying courses on relevant theories offered by IVE, CICTA would discuss with IVE about the feasibility of granting recognition to some modules. To enhance the acceptance of the course, CICTA would actively seek the recognition of the Buildings Department of the qualification of 'Diploma in Building Construction Supervision/Civil Engineering Supervision' equivalent to the Diploma qualification as stated in the Supervision Plan System of 'Code of Practice of Site Supervision'. The proposal was submitted to the Buildings Department for consideration. For Secondary Five graduates under the old curriculum, CICTA would consider arranging bridging courses for them, details to be discussed with VTC.

**Senior
Manager
(CT)**

Members accepted the conceptual proposal of the new Supervisor/Technician course.

3.4 Progress Report of Investing in Construction Manpower Project

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Members took note of the progress of various measures given in Paper CIC/CTB/P/041/11.

(Mr Jimmy Tse joined the meeting at this juncture.)

Regarding the questions on the waiting list, cancellation of courses and few enrollments for individual courses, Director (Training) responded that courses under Enhanced Construction Manpower Training Scheme had admitted 122 persons while around 410 persons were on the waiting list, which would be reduced to around 200 people after September. Meanwhile, CICTA actively attracted these applicants to its tripartite work trades cooperative training scheme, and the response to this scheme from relevant trade associations was very positive. It was expected to help absorb some of the applicants on the waiting list.

The small number of applicants for the courses on Drainlaying and Metal Works was mainly because of the relatively low salary offered by these trades and CICTA was in need of instructors to teach these trades as well. As regards a newspaper report on course suspension due to under-enrollment, Director (Training) stated that some people did not enroll the course because of the remoteness of the course venue and it was resolved after CICTA changed the course venue to a more convenient place.

As some courses had long waiting lists, the Chairman requested the management to propose effective measures as soon as possible to address the problems of venue and manpower shortage, and submit to the Committee for consideration by circulation.

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3.5 Proposal on additional training resources to be required for targets of Phase 3 of Enhanced Construction Manpower Training Scheme

Members took note of Paper CIC/CTB/P/042/11 and noted the proposed training capacity of 645 and estimated expenditure of \$7.14 million under Phase 3 of Enhanced Construction Manpower Training Scheme.

The training capacity of Phase 3 was derived from the

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employment situation of graduates and admission of trainees in the last two phases while the training resources to be required in Phase 3 were worked out according to the current manpower deployment. As in the discussion of the last Paper, Members proposed re-scheduling manpower and spatial resources to handle the backlog of applicants on the waiting lists for Phase 2 as soon as possible, and thus, the Committee accepted the Paper in principle, depending on whether the suggestions made later would affect the capacity and estimates of Phase 3.

**Senior
Manager(C
T)**

3.6 Proposal to improve trainees' drop-out rates

Members took note of Paper CIC/CTB/P/043/11 and also noted the review and improvements proposed by the management for the short courses cancelled during the period of 2007 to 2010, as well as the improvement measures proposed for the short courses with high drop-out rates.

Members agreed that the long training duration for Bricklaying, Plastering & Tiling Course was the reason for its high drop-out, and therefore agreed to split up the course into three standalone courses. Furthermore, Members agreed to the daily allowance of \$105 proposed for the Computer Aided Drafting Course.

**Senior
Manager
(CT)**

Since steelworks painting in civil engineering and buildings construction differed greatly, Members considered it necessary to review the contents of the course Steelworks Painting (Civil Engineering and Building Construction) (SBP), and split up the course to meet future needs, if necessary; and submit to Course Advisory Panel for review.

3.7 Sub-Committee on Employers Subsidy Scheme – decisions made by circulation

Members took note of Paper CIC/CTB/P/044/11 and accepted the proposals made by the Sub-Committee, mainly included:

- (i) on conditions that there was a mechanism to monitor and assure the training progress of daily paid apprentices and there were reasonable employment

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terms, the applications of 8 apprentices, who were employed on daily-paid basis, was accepted, and the management could use this case for future reference ;

- (ii) the continuation of the Apprentice Subsidy Scheme (Trial) and its budget estimates, including the provision of 260 subsidized places for graduates in 2011 and an estimated budget of \$7,593,567, and vetting of applications in 2011 under the principle of giving higher priority to graduates of Basic Craft courses than graduates of Supervisor courses ;
- (iii) the basic monthly salary point for 1-year and 2-year Basic Craft courses in 2011 would be \$7,400 and \$6,200 respectively whereas the monthly salary starting point for supervisor/technician programme would be \$7,300.

As regards the proposal of adding one officer and 0.7 clerk to follow up on the execution of the Subsidy Scheme, Chairman opined that existing manpower should be deployed to handle the tasks as far as possible.

3.8 Verbal report on the environmental hazard assessment and progress of district consultation of training ground in Tai Po Area 33

Members noted the verbal report of the above issue had been stated in item 3.2.7.

3.9 Any Other Business

3.9.1 Concern for safety training

In view of several recent fatal industrial accidents and casualties, Chairman raised the need to find out the issuing bodies of the Green Cards of the workers concerned. If the green cards in question were issued by CICTA, a review on the need to strengthen the related training was required. If those cards were issued by outside organizations, concerns had to be related to the CIC or relevant committees. Furthermore, the Chairman also

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proposed to check whether there were related silver card courses for those trades with higher accident rates based on the results of the analysis stated previously, and to follow up on whether to extend the scope of coverage of the Silver Card courses. Discussion with the Labour Department on whether studying the Silver Card courses should be changed from voluntary to mandatory would be made after the research results were known. The Chairman also suggested that contents of all safety training courses should be reviewed frequently to keep abreast with the current situations.

A Member pointed out that a number of accidents happened in the industry were related to environmental factors, particularly working under the very hot weather where alertness of workers might be affected. The Chairman expressed that discussion was mainly from the training perspective and the view of that Member could be referred to relevant committees for follow up actions. Members also noted that the Hong Kong Construction Association had written to its members to pay attention to the situations mentioned.

3.9.2 Maintenance and repair of historical buildings

The Chairman stated that as the field of maintenance and repair of historical buildings became more popular, a working group was proposed to be formed to promote the work in this aspect. Interested Members were welcome to join and relevant professionals would also be invited to participate in the group.

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In order to facilitate Members to understand more of the field, Director (Training) had written to the concerned Units in the mainland to arrange a site visit for CITB Members and related instructing staff to Beijing to study the historical buildings of the place and exchange views. Upon receiving reply from the concerned unit, Members would be consulted on the content and schedule of the visit.

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Members supported the proposal of forming a working group and the study trip to Beijing.

3.9.3 Circulation results of Construction Work Trades Cooperative Training Scheme and Bar-Bending and Fixing Trades Cooperative Training Scheme

Members noted that two papers were circulated earlier, namely Construction Work Trades Cooperative Training Scheme (CIC/CTB/P/038/11) and Bar-Bending and Fixing Trades Cooperative Training Scheme submitted by a main contractor (CIC/CTB/P/039/11). Most Members, who had replied before the deadline, accepted the proposals but individual Members made comments on some details of the scheme.

Some Members suggested restricting the employer of the trainees to be only the main contractor or first-tier sub-contractors, Director (Training) indicated that whether the sub-contractor was at the first-tier was not essential; the critical point was that the sub-contractor must have a standard sub-contracting contract signed with the main contractor. Furthermore, the ratio of instructors to trainees would be handled flexibly according to individual trades. Regarding the assessment of the salary for instructors who had to take care of the safety of inexperienced trainees on sites, ratio of instructors to trainees in some trades might be lower than the upper limit of 1:4. Thus, it would be more appropriate to adopt the median monthly salary of CIC instructors as the basis.

For the handling of trainees who left without completing the training or failing the test, Director (Training) stated that the existing practices adopted for short courses and intermediate trade tests were applicable to the training proposals under the cooperative scheme, i.e. a trainee could not join the scheme within one year of his/her self-withdrawal whereas the period would be extended to two years if a trainee was being expelled. For failure in

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intermediate trade test, a trainee could have one free re-examination and if that was still a failure, the trainee could only take the examination again after 6 months at his/her own cost.

A Member suggested a minimum standard be set for the passing percentage of intermediate trade tests of the trainees after training to ensure the quality of training offered by contractors. If the passing rate of trained trainees was lower than the standard, CICTA should set a subsidy deduction mechanism to ensure a more effective use of resources. The Committee requested the management to take follow up actions.

**Senior
Manager(D
SS)**

As regards the question on the waiting time for taking trade tests, the Chairman requested the management to submit for consideration the monthly test schedule of examiners in the next meeting.

**Senior
Manager(S
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3.9.4 Carpenter Trade Contractor Cooperative Training Scheme

Members noted the flow chart of the captioned. It was also noted that under the said scheme, the main contractor would request its employed workers to receive training at CICTA first and the trainee subsidy at this stage would be provided by CICTA. After completion, trainees would receive on-the-job training at the sites of the sub-contractors. The details of the scheme would be submitted for consideration by circulation at a later time. However, the Chairman requested the management to first clarify the identity of the participating workers, including the identity when they were receiving training at CICTA, and the identity to undertake the on-the-job training at the sites of the sub-contractors, after the 30 days of training at CICTA.

**Senior
Manager(D
SS)**

3.10 Tentative date of next meeting

To be announced later.

All to note

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There being no further business, the meeting was adjourned at 11:55 am.

**CITB Secretariat
August 2011**