

Construction Industry Council

Committee on Construction Site Safety

Meeting No. 002/09 of the Committee on Construction Site Safety was held on Friday, 26 June 2009 at 2:30 pm at Room 1201, Murray Building, Garden Road, Central.

Present:	Thomas KWOK	(TK)	Chairman
	AU Choi-kai	(CKA)	
	KO Jan-ming	(JMK)	
	WAN Koon-sun	(KSW)	
	James BLAKE	(JB)	Kowloon-Canton Railway Corporation
	Anthony CHAN	(AnCN)	Hong Kong Construction Association
	Terry CHING	(TCG)	Housing Department - Representing Ada FUNG
	Dominic LAM	(DL)	Hong Kong Federation of Insurers
	TANG Wah-shing	(WST)	Occupational Safety and Health Council
	Charles WONG	(CWG)	Construction Industry Council Training Academy
	YU Koon-ching	(KCY)	Hong Kong Safety Supervisors Association
	LEUNG Man-ho	(MHL)	Development Bureau
	LEUNG Siu-man	(SML)	Buildings Department
	TSO Sing-hin	(SHT)	Labour Department
In Attendance :	CHAN Kin-kwong	(KnKC)	Drainage Services Department
	Alkin KWONG	(AK)	Hong Kong Association of Property Management Companies
	Albert CHAN	(AtC)	Hong Kong Polytechnic University
	LEUNG Yiu-hong	(YHL)	Electrical & Mechanical Services Department
	Vincent YUEN	(VY)	Electrical & Mechanical Services Department
	Alex LEUNG	(AL)	Senior Manager (Council Services) 1
	Raymond KWOK	(RKK)	Manager (Council Services) 3
Apologies :	CHOI Chun-wa	(CWC)	
	Thomas HO	(TH)	
	Stanley HUI	(SH)	
	Philip CHAN	(PhCN)	Hong Kong Institute of Architects
	NG Kwok-kwan	(KwKN)	Hong Kong Construction Industry Employees' General Union

PANG Long	(LP)	Construction Site Workers General Union
William SIU	(WS)	Hong Kong Bar-Bending Contractors Association
TSANG Chiu-kwan	(CKT)	The Hong Kong Federation of Electrical and Mechanical Contractors
Ada FUNG	(AF)	Housing Department
Ros LAM	(RL)	Office of the Commissioner of Insurance
LAU Chi-keung	(CKeL)	Real Estate Developers Association of Hong Kong
TSUI Wai	(WT)	Drainage Services Department
Francis WONG	(FW)	Hong Kong Polytechnic University

PROGRESS REPORT

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2.1 Confirmation of the Progress Report of the Com-CSS Meeting No. 001/09 held on 20 March 2009

Members took note of Progress Report CIC/CSS/R/001/09 and approved the progress report of the last meeting held on 20 March 2009.

2.2 Matters Arising from the Previous Meeting

Agenda item 1.2 Progress of the Informal Working Group on the New Insurance Mediation Scheme (NIMS) would be discussed at agenda item 2.9.

Regarding the introduction of an award scheme for good construction site safety performance, it was discussed that CIC would take the lead with support from HKCA, LD and REDA. The CIC Secretariat would co-ordinate with HKCA, LD and REDA for commencing the discussion on the way forward.

**CIC
Secretariat/
HKCA/ LD/
REDA**

Agenda item 1.5 The “Reversing Video Device Sponsorship Scheme for Heavy Vehicles on Construction Site” was originally established to sponsor 1,000 heavy vehicles. More than 700 cars had

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applied for sponsorship already. SHT reported that the Commissioner for Labour agreed to consider extending the scope of the Sponsorship Scheme in early 2010 subject to the financial condition of LD by that time.

Agenda item 1.6 The CIC Chairman had issued a letter to the Director of Buildings requesting for the preparation of practice notes on installation of gondolas in new residential buildings. CKA reported that the requirements would be incorporated as an amendment to PNAP no. 218. Consultation with the industry stakeholders on the draft of the amended practice note would be conducted in July 2009.

Agenda item 1.7 The Chairman of the Task Group on the Design, Installation and Maintenance of Cast-in Anchor Device had drafted the guidelines and submitted to BD for review. It was targeted to hold a meeting in July to discuss any possible comments on the first draft of the Guidelines.

Agenda item 1.10 A letter had been issued by the Chairman of Com-CSS to Electrical & Mechanical Services Department (EMSD) requesting for enhanced promotion and education of the new Cable Colour Code (CCC). A reply had been received from EMSD stating the corresponding actions and activities taken for the new CCC. Representatives of EMSD were invited to present the same under agenda item 2.4.

Agenda item 1.12 Activities in relation to the study of behavioural aspects of safety would be discussed at item 2.10.

A letter addressed to major industry

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practitioners reminding the adoption of CIC Guidelines on Site Safety Measures for Working in Hot Weather was issued by the Chairman of the Com-CSS on 16 April 2009.

2.3 Proposed Research on “Effects of Heat Stress on Construction Formworkers Working in Hot and Humid Weather” by Hong Kong Polytechnic University (PolyU)

Members took note of the Paper CIC/CSS/P/010/09. A letter was received by the CIC Secretariat from AtC of PolyU requesting for financial support of an amount of HK\$350,000 from the CIC for a proposed research regarding the impact of heat stress on construction workers working in hot and humid weather. Due to potential conflict of interest, JMK declared that he would not participate in the determination of the sponsorship request.

AtC presented the details of the proposed research to Members. It would comprise of literature review, laboratory tests and field tests and would take three years to complete. Members commented on the long period of time required for the completion of the research study. It was discussed that interim reports with initial findings should be made available for possible reference by the industry. Taking into account of the concerns of Members, the study would be extended from formworkers to cover concretors and steel benders. AtC explained that upon completion of the research, an index in relation to the weather condition with the corresponding mitigation measures would be developed for the industry to follow.

The Chairman agreed that the research could provide objective and scientific justifications for incorporation into the Guidelines. Members discussed on the proposal and were in general support to recommend the CIC to sponsor the research subject to modification of the research proposal to cover the extended scope and provide the necessary deliverables in the course of the study.

Upon completion of the research, the Com-CSS might consider whether to incorporate it as an amendment to the Guidelines or publication in the form of a technical memorandum. After receipt of AtC’s revised proposal, the CIC Secretariat, with the advice

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from JB, would review its acceptability before proceeding with the necessary approval procedures for the recommended financial sponsorship.

**CIC
Secretariat /
JB**

(AtC left the meeting at 3:25p.m.)

2.4 Implementation and Promotion of New Cable Colour Code in Hong Kong

Members took note of the Paper CIC/CSS/P/011/09. Representatives from EMSD introduced the details of the implementation and promotion of the New Cable Colour Code (the New CCC) in Hong Kong. The rationale for introduction of the New CCC, the consultations previously conducted, the promotion and training of the new CCC, the application area of the New CCC and the implementation progress were presented for Members' reference. EMSD advised that more than 99.5% of registered electrical workers had already completed the related training and no accident had been reported in relation to the new CCC. Members appreciated the efforts of EMSD in promoting the new CCC.

AK reported that a seminar was held between the EMSD and the HKAPMC for property management staff on the introduction of the New CCC on 17 June 2009 with more than 60 participants.

KSW supplemented that the new Code of Practice for Electrical Installations had already emphasized on the importance of working with de-energized circuits, the testing of circuits before work and the removal of obsolete electric cables.

CWG advised that the CICTA and the Housing Department (HD) would jointly arrange a seminar on the work safety of electrical installation. The target audience would be the electrical workers and the housing management team of HD.

CWG

2.5 Progress Report of Meeting No. 001/09 of Task Force on Work Safety of Repair, Maintenance, Alterations and Additions (RMAA) Sites

SHT briefed Members on the Paper CIC/CSS/P/012/09. He

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highlighted that the Members of the Task Force (TF) were very concerned about the safety of scaffoldings. It had been discussed on the feasibility of appointment of safety officer for RMAA works. The TF planned to invite industry practitioners in the scaffolding trade to attend the next TF meeting to solicit their views on safety aspects of scaffolding works.

SHT reported that the next targeted areas for promotion of RMAA works safety would be Shamshuipo and Tsuen Wan. Meanwhile, LD and EMSD would continue to work on strengthening education and promotion in relation to the safety of electrical installation works.

It was also noted that BD would study the feasibility of introducing safety training under the registration of Class III contractors under the coming Minor Works Control System (MWCS).

The Housing Society and the URA were also invited at the Task Force meeting to utilize the voluntary referral system for reporting unsafe acts in construction works to LD.

The Chairman supplemented that as in 2008, more than 50% fatal accidents in the construction sector were related to RMAA works. The Task Force was therefore specifically commissioned to work on the improvement of RMAA works site safety. Attention would also be put on those buildings without proper property management or owners' corporations.

CWG presented on the current development of the silver card system managed by the CICTA (presentation materials were tabled for Members' reference at the meeting).

AK advised that a seminar on RMAA works safety would be jointly arranged by OSHC, LD and HKAPMC for property management staff.

It was noted that the use of rapid demountable platform developed and proposed by the Construction Industry Institute – Hong Kong was not favourably accepted by the industry. It was agreed that the Task Force would investigate into the matter.

SHT

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2.6 **Progress Report of Meeting No. 001/09 of Informal Task Force on Construction (Design and Management) (CDM) and the Summary Report of the Working Group for the Preparation of CDM Guidelines**

The CIC Secretariat briefed Members the Paper CIC/CSS/P/013/09 on the progress of the Task Force on CDM. The Task Force had taken stock of application experience of CDM in the local organizations as well as overseas experience. It was considered that there would be no urgent requirement for mandating the use of CDM. However, the Task Force agreed that there was a need for the development of guidelines to facilitate the adoption of CDM in the construction industry.

A special working group chaired by TH was established for the preparation of the guidelines on CDM. The Working Group had discussed the purpose of the guidelines and opined that it should be in the form of a 'recommended guidelines' to promote and facilitate the adoption of CDM principles. In view of the specialty of the issue and the expertise required, the Working Group agreed that a consultant should be engaged to prepare the guidelines. CIC Secretariat is now working on the consultancy brief and other documents necessary for the tendering works.

**CIC
Secretariat**

As many large-scale public projects would be coming soon, it was agreed that a letter to be issued by the CIC Chairman to the Secretary for Development requesting the possible adoption of CDM principles in these projects. (Post Meeting Notes: The draft letter reviewed by Members of the Com-CSS had been passed to the CIC Chairman for his review.)

2.7 **Progress Report of Meeting No. 001/09 on Informal Task Force on Site Safety Training**

CWG introduced the Paper CIC/CSS/P/014/09. The newly established Task Force had held its first meeting on 17 June 2009.

The Task Force had discussed on the level of safety training competencies required for different levels of staff in consultants and contractors. OSHC and CICTA would review whether their

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existing courses could sufficiently cover the stipulated safety training competencies. The training requirements would be firstly introduced as a non-mandatory guidelines developed from the matrix.

The CICTA would solicit the opinions of the industry stakeholders on their areas of concern, the incentives for compliance and expectations from senior staff of the new training requirements on safety.

CWG

Regarding to an enquiry on whether there were any registration requirements for site supervisors and managers, CWG responded that the CICTA would shortly determine the need for such registration.

2.8 Progress of Activities of Informal Task Force on Safety of Tower Cranes

The CIC Secretariat introduced the Paper CIC/CSS/P015/09 and updated Members on the progress of activities of the Task Force. The second draft of the proposed addendum to the Guidelines on Safety of Tower Cranes had been completed with incorporation of various comments received by the CIC Secretariat. It was estimated that the revision could be completed in July 2009 and would be ready for publication by the end of 2009 as scheduled in the year plan 2009 of the Com-CSS.

2.9 Progress Report of Meeting No. 001/09 on Informal Working Group on New Insurance Mediation Scheme (NIMS)

AnCN briefed Members the Paper CIC/CSS/P/016/09. The purpose of the Working Group was to examine the application of mediation for resolving construction works injuries related disputes.

Members proposed the Commercial Crime Bureau (CCB) of the Hong Kong Police Force should also be invited to the Informal Working Group (Post Meeting Note: invitation letter had been sent to the Hong Kong Police Force on 25 June 2009 and their nomination was received on 8 July 2009).

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The Working Group identified that one of the most critical obstacles for the promulgation of mediation was the presence of recovery agents which mainly operating on a 'no-win, no charge' basis. Recently, a lawyer and an agent who had been involved in a case of 'champerty' and 'maintenance' were found guilty by the court. This could be served as a precedent case for the Government to strengthen the actions against recovery agents.

AnCN also summarized the possible ways forward of the working group for the promulgation of application of mediation in the construction industry.

2.10 Progress of Activities of the Task Force on Behavioural Aspects of Safety

The CIC Secretariat briefed Members on the Paper CIC/CSS/P/017/09. A site visit to CLP Castle Peak 'B' Power Plant was carried out on 12 May 2009. It was noted that CLP had successfully implemented the Behavioural-based Safety Observation Programme. It had developed a 'Safety Observation Card' system where trained workers and foremen would have the 'card' for reporting any unsafe acts. The reports of observation would be gathered for analysis and the results would be shared among contractors to identify the areas for improvement.

The Chairman agreed that safety behaviour would be a long term development for site safety improvement. Members agreed and endorsed the appointment of Mr Thomas Ho (TH), who had been actively participated in the development of site safety behavioural aspects, to be the convenor of the Task Force to seek future direction in this aspect.

2.11 Year Plan 2009 – Progress Review

The CIC Secretariat introduced the Paper CIC/CSS/P/018/09 (Annex A). The Year Plan 2009 had been endorsed by the Com-CSS at Meeting No. 001/09 held on 20 March 2009. Members noted that the all of the prioritized tasks as identified under the Year Plan 2009 were able to keep in-line with the scheduled programme.

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2.12 **Any Other Business**

Nil.

2.13 **Next Meeting**

25 September 2009 (Friday) at 2:30 pm at Room 1201 Murray Building.

There being no further business, the meeting adjourned at 4:45 pm.

CIC Secretariat
July 2009

Construction Industry Council

Committee on Construction Site Safety

Year Plan 2009 – Progress Review

1. Purpose

- 1.1 This paper is to inform Members the latest progress of the prioritized tasks identified in the Year Plan 2009 of the Committee on Construction Site Safety (Com-CSS).

2. Background

- 2.1 The Com-CSS endorsed the Year Plan 2009 at its Meeting No. 001/09 on 20 March 2009. It was agreed that the Year Plan would be regularly reviewed and updated annually to take into consideration the latest trend and needs of the industry, as well as progress of the missions.

3. Tasks Prioritized for Action in 2009

The latest progress of the four prioritized tasks in 2009 is as follows:-

3.1 Work Safety of Repair, Maintenance, Alternations and Additions (RMAA) Sites

The new Task Force on Work Safety of RMAA Sites had been established and the first meeting was held on 6 May 2009. Apart from the original members of the former Task Force on Cooperation with Property Management Companies, new members including representatives from Electrical & Mechanical Services Department, Hong Kong and Kowloon Electrical Engineering and Appliances Trade Workers Union, Hong Kong Construction Association, Development Bureau, Home Affairs Department, Housing Society and Urban

Renewal Authority were also invited to join the Task Force to take full consideration of RMAA works safety from all perspectives. The Terms of Reference had been discussed and endorsed by the Task Force subject to the incorporation of the proposed amendments as raised during the meeting. The Task Force had also initiated discussions on the implication of site safety of RMAA works including the introduction of Minor Works Control System, electrical installation works safety and the use of anchor bolt for bamboo scaffolds. The Task Force would continue identifying potential areas for the improvement of RMAA works safety.

3.2 Site Safety Training

At its Meeting No. 001/09 held on 20 March 2009, the Com-CSS considered it would be mature to establish a Task Force to fully consider the needs and implementation details of site safety training requirements. The Task Force would scrutinize the training needs of different management levels/positions of the staff of contractors and consultants, and finalize the training requirements on safety aspects. The Task Force would co-ordinate with different training institutes and undertake the design of safety training programmes. It would also be responsible to recommend to the Committee the initiatives for encouraging participation of the industry and its practitioners to follow the safety training requirements. The first meeting of the Task Force was held on 17 June 2009.

3.3 Construction (Design and Management) (CDM)

The Task Force on CDM had completed taking stock of the experience of CDM applied in Hong Kong and in other regions. It would then focus on the preparation of good practices / guidelines on CDM. An informal working group branching from the Task Force had been established for preparation of the guidelines. The working group proposed that a consultant should be solicited for the drafting of the guidelines for application of CDM in Hong Kong. Currently, the CIC Secretariat is preparing the project brief for tendering of the consultancy

service which will be reviewed by the Task Force. After agreement from the Task Force is sought, it will submit to the Com-CSS and CIC for endorsement before proceeding with the tendering exercise.

3.4 Revision of the Guidelines on Safety of Tower Cranes

Since the preparation of the 1st addendum (where copy has been submitted to the Com-CSS for comment in 2008), the CIC Secretariat had received suggestions from the stakeholders of the industry and incorporated the proposed amendments into the Guidelines accordingly. The revised draft had been passed to the Labour Department for initial comment, which would then be issued to the Task Force on Safety of Tower Cranes for review in due course. It is targeted to complete the reviewing exercise and incorporate the suggestions from the industry into the Guidelines by the third quarter of 2009. It is estimated that the second edition of the Guidelines would be ready for endorsement by the Com-CSS and the CIC for promulgation in December 2009 (and hopefully could be earlier).

4. Advice Sought

- 4.1 Members are invited to note the progress of the Year Plan 2009 for the Com-CSS as discussed in paragraph 3. Members are also requested to note the programme of the Year Plan as shown in Appendix 1 with mark-up of the latest progress of the prioritized tasks as at 1 June 2009. In general, the progress of the four Task Forces with prioritized missions in 2009 is in-line with the planned programme. A few number of the sub-tasks have been commenced earlier than the schedule.

Committee on Construction Site Safety Work Plan 2009																															
Task Ref. No.	Task	2008				2009												2010												Current Status	Remarks
		9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12		
A. Work Safety of RMAA Sites																															
A. 1	Prepare Terms of Reference and Membership list for Com-CSS endorsement, and invite the agreed stakeholders to join the Task Force																												completed	The ToR and Membership List were endorsed by Com-CSS on 20/3; with revisions proposed and agreed by TF members on 6/5	
A. 2	Review the extent of future RMAA works, programme for implementation of MBIS, MWIS and MWCS																												in progress		
A. 3	Formulate strategies to enhance site safety of RMAA works																														
A. 4	Seek endorsement by the Com-CSS and CIC for promulgation and execution of strategies																														
B. Site Safety Training																															
B. 1	Agree on Terms of Reference and Membership List by Com-CSS, and invite the agreed stakeholders to join the Task Force																												completed	The ToR and Membership were endorsed by Com-CSS on 20/3 1st Meeting of the TF scheduled on 17/6	
B. 2	Identify training needs for contractors' and consultants' site management and supervisory staff																														
B. 3	Design and propose safety training programmes																														
B. 4	Propose implementation plan and incentive measures																														
B. 5	Seek Endorsement by the Com-CSS and CIC for promulgation and execution of the training programmes and plan																														

