

Construction Industry Council

Construction Industry Training Board

The 2nd Meeting of the Construction Industry Training Board was held on Wednesday, 25 March 2009 at 2:30 pm at Conference Room, CICTA Management Training and Trade Testing Centre, Level 7, No. 95 Yue Kwong Road, Aberdeen, Hong Kong.

Present : Ir Billy W H Wong Chairman
Mr Cheung Tak-hing
Mr Chow Luen-kiu
Ir Helen Kwan
Mr Lai Yuk-fai, Stephen
Dr Leung Hip-hung
Mr Lok Kwei-sang, Tandy
Ir Poon Lok-to, Otto
Mr Jimmy Tse
Mr Enoch Lam
Mr Tso Sing-hin

In Attendance : Ir Jimmy Chan Chief Assistant Secretary (Works)
Development Bureau
Mr. Godfrey Leung Construction Workers Registration
(for agenda item 1.1) Authority
Ms. Jowie Chan Construction Workers Registration
(for agenda item 1.1) Authority
Ir Christopher To Executive Director
Construction Industry Council
Mr Charles Wong Director (Training)
Construction Industry Council
Mr Chu Yin-lin Senior Manager (CT)
Construction Industry Council Training
Academy
Mr Wong Chi-lap Senior Manager (ST)
Construction Industry Council Training
Academy
Mrs Sophie Leung Secretary
Construction Industry Training Board
Mrs Shirley Lam Assistant Secretary
Construction Industry Training Board

Apologies : Ir Thomas Ho
Mr Donald Choi

PROGRESS REPORT

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1.1 Construction Workers Registration Authority's request to add sub-divided trade tests to the trade tests of a number of designated trades

Upon invitation by the Chairman, Mr Godfrey Leung of Construction Workers Registration Authority (CWRA) attended this section of the meeting and briefed Members on the background of the request from CWRA to CICTA for the addition of sub-divided trade tests to the trade tests of certain designated trades, the principles of CWRA in making the sub-division and the amendments made to the designated trades that were listed in Schedule 1 of the Construction Workers Registration Ordinance. Members also noted the six designated trades, of which trade tests were proposed to be sub-divided according to the said principles and were approved subsequently, i.e. Plasterer, Tiler, Joiner, Marble Worker, Carpenter (Formwork - Building Construction) and Carpenter (Formwork - Civil Construction).

Members noted that CWRA had already estimated the number of persons who would take the trade tests after the sub-division and suggested that two trades, the skill levels of which had already been established, would be sub-divided first into four trade tests of Tiler (Tiles), Tiler (Mosaic), Marble Worker (Dry Fixing), Marble Worker (Wet Fixing) in phase 1. CWRA anticipated that the number of workers who would take the sub-divided trade tests would be about 1,280 while the estimated costs involved would be about \$3.2 million.

The sub-divided trade tests to be introduced later would include Plasterer (Floor), Joiner (Ceiling), Joiner (Fitter), Marble Worker (Polishing), Carpenter (Formwork Stripping) – Building Construction and Carpenter (Formwork Stripping) – Civil Construction. CWRA would establish the skill levels with the industry following phase 1 sub-division before submitting another proposal for CITB's consideration. It was anticipated that the number of workers who would take the tests would be about 543 while the estimated costs involved would be about \$1.36 million.

**Representatives
from
CWRA**

Action

Members noted that the Construction Industry Council (CIC) was currently subsidizing the cost of conducting the trade tests and the relevant costs might increase with the addition of sub-divided trade tests. Subsequent to the approval of CITB, this proposal would have to be submitted to the Committee on Administration and Finance for consideration and then to the CIC for endorsement. After discussion, the Board requested the representatives of CWRA to furnish the following supplementary information:-

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- (i) to clarify whether the start-up expenditure on the suggested addition of the sub-divided trade tests was one-off or recurrent and to estimate the yearly expenditure to be incurred in the coming two or three years; and
- (ii) to conduct a variance analysis on the estimated number of workers who would apply for the sub-divided trade tests and to compute the variance of the estimated expenditure.

[Representatives of CWRA, Mr. Godfrey Leung and Ms Jowie Chan left the meeting at this juncture.]

Members expressed that, since the test contents of the sub-divided trade tests that were suggested to be launched in phase 1 were already modularized and the tests could therefore be easily split, Director (Training) was requested to figure out the relevant estimated expenditure to be borne by the CIC so as to compare such with the figures to be provided later by CWRA.

Members approved in principle the proposal of launching the phase 1 sub-division of trade tests and requested CICTA to follow up with CWRA regarding the furnishing of the supplementary information. To speed up the approval process, Members could accept the supplementary information by way of circulation and agreed to make submission to the Committee on Administration and Finance for consideration and to the Construction Industry Council for endorsement thereafter. As regards the proposal on phase 2 sub-division of trade tests, clarifications from relevant parties on the technical aspect of the sub-division of trade tests involved like Formwork Stripping Carpenter were required before further follow-up.

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Action

In addition, Members requested CICTA to embark on the preparatory work for phase 1, to provide implementation details later on for Members' information as well as to submit reports every six months subsequent to the launch of the phase 1 sub-division of trade tests so as to monitor the effectiveness of the sub-divided trade tests.

1.2 Confirmation of the Progress Report of the 1st meeting held in 2009

Members took note of Paper CIC/CTB/R/001/09 and confirmed the progress report of the 1st meeting held on 19 January 2009 at the CICTA.

1.3 Matters arising from the last meeting

1.3.1 Agenda item 13.a: Construction Industry Youth Training Scheme; item 13.b: Civil Trades Cooperative Training Scheme; item 13.e: trade test fee concessions in half and allowing workers just to re-sit the failed parts on subsequent attempts of trade tests; item 13.g: Buildings Repair and Maintenance Course; and item 13.h: Guidelines on setting fee schedules

The above items would be discussed under relevant agenda items later on.

1.3.2 Agenda item 13.c: List of tenderers for setting up of the Tin Shui Wai Training Ground

Members noted that the Board had by circulation of papers approved the proposal to invite Group A contractors, totaling 45, listed under the category of construction projects on the 'List of Approved Contractors for Public Works' of the Works Branch of the Development Bureau to submit tender for the setting up of Tin Shui Wai Training Ground.

1.3.3 Agenda Items 13.d and 13.f: Formation of Sub-committee on Employers Subsidy Scheme and Board of Studies on

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Construction Safety Courses and the review to be conducted

It was noted that Members had, by circulation of papers, indicated their intent to join the above Sub-committee/Board of Studies.

- 1.3.4 Agenda item 13.g: Shotfirer Training Course and BIM Basic Course

Concerning the course outline of the BIM Basic Course (BIM), an assessment was added to the course according to the advice of the Board. This course had been open for enrollment together with the Shotfirer Training Course.

- 1.3.5 Agenda item 13.i: To seek recognition of qualifications of graduates of the Supervisors/ Technicians courses by the Buildings Department

Members noted that the CICTA was following up the above issue proactively with the Buildings Department.

- 1.3.6 Agenda item 13.j: Training demand for heritage conservation

Members expressed that the CICTA could contact those contractors who were on the list of approved contractors for carrying out repair and restoration projects to find out the training need for heritage conservation.

- 1.3.7 Agenda item 13.k: 2009 Work Plan of Construction Industry Council Training Academy

Members noted that CICTA had already embarked on the tasks as listed in the 2009 Work Plan and an update would be reported at the next meeting.

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- 1.3.8 Agenda item 13.l: Specified courses of 'Cable Jointer (Power)' and 'Overhead Linesman'

Action

Members noted that the Assessment Panel had finished the tender assessment process for the undertaking of the above two courses and the recommendations had already been submitted. Approval from the Committee on Administration and Finance had been sought. CICTA would officially appoint the contractor concerned to provide the two specified courses upon endorsement by the Construction Industry Council.

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1.3.9 Agenda item 13.m: Free Labour Service

Members noted that CICTA was following up the provision of free labour service to social welfare member agencies under the Community Chest regarding maintenance and renovation works and would solicit donations of “surplus” construction materials from real estate developers/contractors to support the service concerned.

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1.4 **Full-time Adult Short Course on Buildings Repair and Maintenance**

Members took note of Paper CIC/CTB/P/013/09 and noted that CICTA had already revised the above course proposal according to the advice of the Board. The proposed 75-day course would be made up of five modules, which would include a compulsory module and four elective modules with the provision of exemption on certain component(s). As regards the admission requirements, applicants should be 18 years old or above and have attained primary six education. After discussion, Members approved the offer of the above course.

1.5 **Action Plan for Phase 1 of Construction Industry Youth Training Scheme (‘the Youth Training Scheme’)**

Members took note of Paper CIC/CTB/P/014/09 and agreed to launch the above training scheme on trial basis where a total of 60 training places would be provided and only four trades would be covered, i.e. ‘bar bending and fixing’, ‘timber/aluminium formworks’, ‘bricklaying, plastering and tiling’ as well as ‘painting, decorating and sign-writing’, in the initial stage of the scheme. The

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Action

remaining 340 training places under the scheme would only be considered for introduction in the light of the feedback on the trial run and subsequent review. The Board requested CICTA to formulate measurable efficiency indicators and put in place corresponding measures to ensure effective implementation of the scheme to avoid abuse of the mechanism concerned.

Members also noted that no expenditure had been reserved for the Youth Training Scheme for 2009. Therefore, CICTA intended to make a transfer of a sum of \$0.23 million, originally reserved as trainee allowance but saved due to the cancellation of certain classes of the full-time adult short courses, to subsidize trainees of the Scheme. However, as regards the suggestion in the paper to transfer \$0.8 million expenditure originally reserved for carrying out repair works in a training centre to subsidize participating employers, the Board opined that any change to the nature of the budgeted expenditure had to be submitted for consideration by the Committee on Administration and Finance.

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1.6 Progress Report of Civil Trades Cooperative Training Scheme co-organized with contractors

Members took note of Paper CIC/CTB/P/015/09 and noted that a contractor was drafting a proposal for the training of tunnel workers. Apart from accepting the draft pamphlet of the scheme and agreeing to introduce the scheme to main contractors, the Board also instructed that CICTA should conduct a preliminary assessment of each training proposal before submitting it for the Board's consideration in the future.

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1.7 Prevailing guidelines on setting fee schedule for all part-time continuing education courses

Members took note of Paper CIC/CTB/P/016/09 and accepted the prevailing guidelines on setting the fee schedule of all the part-time continuing education courses. In addition, CICTA was requested to consider the suggestion of lowering the courses fees of safety-related and continuing education courses where the target trainees were general construction workers.

Action

1.8 Certificate Course for Construction Materials Sampler (Revalidation)

Members took note of Paper CIC/CTB/P/017/09 and opined that prior to the launch of the above one-day certificate course (Revalidation), the content and the course title of the 3-day ‘Certificate Course for Construction Materials Sampler’ should be reviewed first before adjusting the proposal of the revalidation course accordingly. It was also suggested that this sampler course might be considered for inclusion in the full-time supervisor programme.

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1.9 Two training courses to complement the introduction of the Minor Works Control System of the Buildings Department

Members took note of Paper CIC/CTB/P/018/09; and expressed concern over the content of the two course proposals. For example, it might not be sufficient to devote a total of 6 hours to the erection of supporting frames for air-conditioners, which brought about many industrial accidents. Members were then informed that a relevant informal task force would follow up on the safety issues of minor renovation works. The Board agreed to deliberate on the two training course proposals again later on.

1.10 ‘Safety Training Revalidation Course for Construction Workers of Specified Trade (Silver Card Course)’ for two specified trades

Members took note of Paper CIC/CTB/P/019/09 and approved the introduction of the corresponding revalidation courses for the ‘Curtain Wall Installer Silver Card Course’ and the ‘Lift Mechanic Silver Card Course’. Members also suggested adding a session for case studies to the course curriculum.

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1.11 Basic Workplace (Construction Industry) Cantonese Course for Ethnic Minorities

Members took note of Paper CIC/CTB/P/020/09 and discussed the role of vocational training institutions in the provision of language

Action

training. It was suggested that CICTA might not be in an appropriate position to provide these course. In a bid to assist the ethnic minorities to find employment, the CICTA might consider providing special support to the ethnic minorities during training or conducting tailor-made courses for the ethnic minorities.

[Mr Jimmy Tse and Dr Leung Hip-hung left the meeting at this juncture.]

1.12 Full-time advanced course for ‘Carpenters (Formwork-Civil Construction)’

Members took note of Paper CIC/CTB/P/021/09 and agreed to offer the above course so as to enable workers engaged in building construction formwork tasks to take up civil construction formwork jobs. For the course content, members suggested to emphasize the respective peculiarity of the building construction formwork and civil construction formwork.

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1.13 Ground Investigation Assistant Operator Training Course

Members took note of Paper CIC/CTB/P/022/09 and suggested to include the above course proposal in the Civil Trades Cooperative Training Scheme. CICTA was requested to follow up.

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1.14 Trade Test for Tower Crane Erectors

Members took note of Paper CIC/CTB/P/023/09 and accepted the views made by industry representatives and relevant government departments during a seminar held earlier on the above trade test proposal. Members agreed to introduce the revised trade test for tower crane erectors soonest possible. Members also suggested that CICTA might consider expediting the introduction of the relevant test by taking the option of renting a tower crane.

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1.15 Revision made to the Trade Test Content for Asphalter (Waterproofing)

Members took note of Paper CIC/CTB/P/024/09 and approved the recommendation to revise the content of the Trade Test for Asphalter

Action

(Waterproofing) to fit the actual situation in the industry where different waterproofing materials were being used. Members remarked that it should be specified in the test certificates the kind of waterproofing materials used by applicants in the tests concerned.

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1.16 Setting up of workshops to conduct intermediate trade tests of 3 trades in institutions under the Correctional Services Department (CSD)

Members took note of Paper CIC/CTB/P/025/09 and approved the setting up of intermediate trade test workshops in a few correctional institutions under the CSD. The costs of setting up the workshop and materials used for testing would be borne by the CSD and CICTA would send invigilators to oversee the tests on the day of the test.

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1.17 Offering of half test fee concessions to workers recommended by labour unions

Members took note of Paper CIC/CTB/P/026/09 and requested the CICTA to clarify the definition of labour unions further for better management and avoidance of disputes.

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1.18 Arrangements to allow workers to re-sit failed parts of trade tests in subsequent attempts

Members took note of Paper CIC/CTB/P/027/09 and suggested to inform the Course Advisory Panel ('the Panel') of the request made by CWRA to CIC for adding sub-divided tests for certain designated trades and to seek their views on the re-sit arrangements again.

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1.19 Short-term tenancy of the Tin Shui Wai Training Ground (No. 2290)

Members took note of the Paper CIC/CTB/P/028/09 and noted that subsequent to the legal advice sought and clarification from the Lands Department concerning the short-term tenancy, it was found that the terms of the short-term tenancy agreement of Area 112 in Tin Shui Wai were mostly consistent with those of other short-term tenancy agreements. Under normal circumstances, CICTA should be able to satisfy the requirements of the tenancy. Members agreed

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Action

to submit the tenancy agreement to the Committee on Administration and Finance for approval and to invite CIC Members to sign the agreement concerned.

1.20 Training expenditure, capital expenditure and expenditure on ‘publicity and public relations activities’ in 2009 Budget Estimates of CICTA (variable component)

Members took note of Papers CIC/CTB/P/029/09, CIC/CTB/P/030/09 and CIC/CTB/P/031/09. It was noted that upon the endorsement of the 2009 Budget Estimates, the CIC resolved to classify different items in the Budget Estimates into two components, i.e. fixed components and variable components.

As for the variable component, it had to be supported by the committee concerned before submitting to the Committee on Administration and Finance for approval. The training expenditure of the CICTA was comprised of fixed and variable components; and the variable components of training expenditure could be classified into five main categories, i.e. training expenses, workshop expenses, PR and publicity expenses, administrative expenses, and repair and maintenance expenses. As for the capital expenditure, the ‘variable component’ of capital expenditure included buildings and premises, tools and facilities, computer equipment, recreation facilities for trainees as well as plants and machineries in outdoor training grounds.

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The budget estimates for all these items in 2009 were detailed in annexes of the discussion paper. After discussion, Members accepted the 2009 Budget Estimates of CICTA on training expenditure and capital expenditure (variable components), and agreed to submit the estimates to the Committee on Administration and Finance for approval.

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As regards the item on ‘publicity and public relations activities’ put under the training expenditure, Members opined that there was a need to review the effectiveness of the ‘public relations and publicity activities’ and requested CICTA to propose the future direction and plans for consideration.

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1.21 Any other business

Nil.

1.22 Tentative date of next meeting

13 May 2009 (Wednesday)

All to note

There being no further business, the meeting was closed at 5:10 pm.

CITB Secretariat
April 2009