



**CONSTRUCTION
INDUSTRY COUNCIL**
建造業議會



GUIDELINES ON SAFETY ENHANCEMENT OF AND NOTIFICATION ARRANGEMENT FOR TRUSS-OUT BAMBOO SCAFFOLDS

Disclaimer

Whilst reasonable efforts have been made to ensure the accuracy of the information contained in this publication, the CIC nevertheless would encourage readers to seek appropriate independent advice from their professional advisers where possible and readers should not treat or rely on this publication as a substitute for such professional advice for taking any relevant actions.

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Preface

The Construction Industry Council (CIC) is committed to seeking continuous improvement in all aspects of the construction industry in Hong Kong. To achieve this aim, the CIC forms Committees, Task Forces and other forums to review specific areas of work with the intention of producing Alerts, Reference Materials, Guidelines and Codes of Conduct to assist participants in the industry to strive for excellence.

The CIC appreciates that some improvements and practices can be implemented immediately whilst others may take more time to adjust to. It is for this reason that four separate categories of publications have been adopted, the purposes of which are as follows:

- | | |
|---------------------|---|
| Alerts | Alerts are reminders in the form of brief leaflets produced quickly to draw the immediate attention of relevant stakeholders to the need to follow some good practices or to implement some preventive measures in relation to the construction industry. |
| Reference Materials | Reference materials for adopting standards or methodologies in such ways that are generally regarded by the industry as good practices. The CIC recommends the adoption of relevant Reference Materials by industry stakeholders where appropriate. |
| Guidelines | Guidelines provide information and guidance on particular topics relevant to the construction industry. The CIC expects all industry stakeholders to adopt the recommendations set out in relevant Guidelines where applicable. |
| Codes of Conduct | Codes of Conduct set out the principles for all relevant industry participants to follow. Under the Construction Industry Council Ordinance (Cap. 587), the CIC is tasked to formulate codes of conduct and enforce such codes. The CIC may take necessary actions to ensure compliance with the codes. |

We encourage you to share your feedback with us. Please take a moment to fill out the Feedback Form attached to this publication for us to further enhance this publication for the benefit of all concerned. With our joint efforts, we believe our construction industry will develop further and will continue to prosper for years to come.

1. Purpose

These Guidelines provide guidance recommended by the CIC on good practice for the erection of truss-out bamboo scaffolds (with heights not exceeding 6 metres) to enhance the work safety of scaffolders in minor renovation and repair works. The design and erection practices of truss-out bamboo scaffolds are reviewed and safety guidance on the critical items requiring additional attention to enhance work safety is proposed.

The administration arrangements and procedures for the notification of the erection of truss-out bamboo scaffolds are included in these Guidelines. The Buildings Department (BD) and the Labour Department (LD) have been consulted in formulating these Guidelines. The CIC would like to reduce the number of accidents by strengthening the communication between the industry and relevant law enforcement departments, and introducing a notification mechanism to enhance the efficiency of inspections.

2. Terminology

Notification to the Labour Department Through the non-mandatory administrative arrangement between the Labour Department (LD) and the Hong Kong Association of Property Management Companies (HKAPMC), property management companies may use a designated form to notify the LD when a truss-out bamboo scaffold will be erected within a building under their management. For buildings without a property management company, the person commissioning the project or the contractor may also use the designated form to notify the LD.

Scaffold Any temporarily provided structure on or from which persons perform work in connection with operations or works to which the Construction Sites (Safety) Regulations (CSSR) apply, and any temporarily provided structure which enables persons to obtain access to or which enables materials to be taken to any place at which such work is performed, and includes any working platform, gangway, run, ladder, or step-ladder (other than an independent ladder or step-ladder which does not form part of such a structure) together with any guard-rail, toe-board or other safeguards and all fixings, but does not include a lifting appliance or a structure used merely to support such an appliance or to support other plant or equipment.

Form 5 Form approved by the Commissioner for Labour for the purposes of Regulation 38F(1) of the CSSR.

3. Introduction

- 3.1 To strengthen the safety of the use and erection of truss-out bamboo scaffolds, and to respond to suggestions raised by industry stakeholders on existing guidelines, the CIC's Committee on Construction Safety set up the Task Force on Truss-out Bamboo Scaffolds and formulated guidelines for the industry's reference.
- 3.2 These Guidelines provide only the key points for safety enhancement. Stakeholders must refer to the "Guidelines on the Design and Construction of Bamboo Scaffolds" issued by the BD and the "Code of Practice for Bamboo Scaffolding Safety" issued by the LD in relation to the erection of truss-out bamboo scaffolds.

4. Limitations

- 4.1 It is important to note that compliance with these Guidelines do not in itself confer immunity for employers or contractors or other entities from legal obligations in Hong Kong. Employers, contractors and others are reminded to observe and comply with statutory provisions, relevant codes of practice and all other government departments' requirements so as to discharge their legal and other pertinent duties in respect of bamboo scaffolding works.
- 4.2 These Guidelines only cover the general types of truss-out bamboo scaffolds that are supported by steel brackets in the industry. Truss-out bamboo scaffolds of other forms are not included in these Guidelines.
- 4.3 Any standards, procedures, forms or specifications stipulated in these Guidelines are by no means exhaustive. Scaffolding contractors are to critically examine the applicability and suitability of the requirements herein taking into account the actual site conditions and the specific hazards of the project.
- 4.4 The reference scaffold design given in the annex to these Guidelines is only applicable to the assumed situation listed in the design. In the erection of a truss-out bamboo scaffold, a professional engineer shall be responsible to carry out the design of the scaffold according to the site environment, and the erection works shall be conducted by trained workmen under the direct supervision of a competent person.

5. Roles and Responsibilities of Key Stakeholders

5.1 The person commissioning the project (landlord / tenant / occupier)

This person employs a qualified contractor to erect truss-out bamboo scaffolds.

5.2 Contractor

A contractor employs competent persons and trained workmen to erect the truss-out bamboo scaffolds, and shall use the standard forms specified in these Guidelines, whenever possible, to notify the property management company or directly notify the LD (only applicable to building without a property management company) at least 5 working days before the start of erection of the truss-out bamboo scaffolds.

5.3 Property Management Company

The property management company shall notify the LD using the designated forms specified in these Guidelines at least 5 working days before the start of erection, as soon as it becomes aware or is notified that truss-out bamboo scaffolds would be erected in a building under its management.

5.4 Professional Engineer

The professional engineer should make reference to the “Guidelines on the Design and Construction of Bamboo Scaffolds” issued by the BD and the “Code of Practice for Bamboo Scaffolding Safety” issued by the LD when designing the truss-out bamboo scaffold. The scope of design should cover the main frame of the bamboo scaffold, the steel bracket and the putlog as a minimum.

5.5 **Competent Person**

For the erection of a truss-out bamboo scaffold, a competent person must be engaged to directly supervise the trained workmen during the works. He shall not himself at the same time be actively engaged in the erection, addition, alteration or dismantling of the scaffold but shall in safe conditions supervise the safety of workmen.

5.6 **Trained Workmen**

They are responsible for erecting the truss-out bamboo scaffold according to the design of a professional engineer and under the supervision of a competent person.

5.7 **Competent Person in the Selection, Installation, Use, Inspection and Testing of Anchor Devices and Cast-in Anchors for Attachment of Personal Fall Protection Equipment for Truss-out Bamboo Scaffolds (ACCP)**

Before the erection, alteration or dismantling of a truss-out bamboo scaffold, the anchorage devices for the fall arrest devices should be selected, installed, used, inspected and tested by an ACCP to ensure that the anchorage devices are safe for use by trained workmen for erection, alteration or dismantling of the truss-out scaffold, as follows:

- Inspection and testing must be carried out after the anchoring device is installed;
- Regular inspections must be carried out within 14 days before each use; and
- Regular tests must be carried out within 3 months before each use.

6. Arrangement of Notification to the Labour Department

6.1 Current Situation

Except for construction sites falling within the ambit of regulation 56 of the Construction Sites (Safety) Regulations, there is no legislative requirement to notify the LD before erecting truss-out bamboo scaffolds. Hence, a non-mandatory arrangement was agreed between the LD and the HKAPMC, in which the property management company would use a designated form to notify the LD when a truss-out bamboo scaffold will be erected within the building under their management.

6.2 Notification Process

Although the notification requirements are on a voluntary basis, to further strengthen the safety of truss-out bamboo scaffold erection, the CIC recommends the person who is commissioning the project, or the contractor, to submit the designated notification form in Annex B to the property management company as soon as possible for further submission to the LD, in order to allow the LD to arrange inspections to reduce accidents. Details of the administrative arrangement and workflow for the notification to the LD are given in Annex C.

The form for notifying the LD of the truss-out bamboo scaffolding work is attached at Annex B. Information of the scaffolding work and details of the insurance policy for the erection of truss-out bamboo scaffold should be provided. The contents provided in the form will only be used for inspection arrangement and reference by the LD.

7. Qualifications and Training Requirements

7.1 Professional Engineer

A structural or civil engineer. He should be a corporate member of the Hong Kong Institution of Engineers in the structural or civil disciplines or have an equivalent qualification, and have adequate training and experience. He should be able to justify how and why the scaffold he designed can safely resist the imposed loads in accordance with recognised engineering principles.

7.2 Competent Person

A competent person, in relation to any duty to be performed by such a person under the CSSR, means a person who is

- (a) appointed for that purpose by the contractor required by the CSSR to ensure that the duty is carried out by a competent person; and
- (b) by reason of substantial training and practical experience, competent to perform the duty.

As a general guidance:

- (a) “substantial training and practical experience” of a competent person in respect of bamboo scaffolding refers to a person
 - (i) who has satisfactorily completed a formal training in bamboo scaffolding works such as an apprenticeship in the trade of bamboo scaffolder under Section 28 of the Apprenticeship Ordinance (Cap. 47) or 1-year full-time basic craft course on construction scaffolding works of the Hong Kong Institute of Construction (HKIC), former Construction Industry Council Training Academy (CICTA), or other similar bamboo scaffolding training courses / programmes, or has satisfactorily passed the trade test for bamboo scaffolder of the HKIC;
 - (ii) who possesses an experience of 10 years or more in bamboo scaffolding works (inclusive of experience under the formal training period); and

(iii) who is able to read and understand the scaffolding plan, design drawings, specifications and method statement of the scaffolding work in order to competently supervise the scaffolding work and certify that the scaffolding is in safe working order. He should also be capable of identifying existing and predictable hazards in the surroundings or working conditions that are unsanitary or hazardous to employees.

(b) A competent person should be appointed in writing and should have authorisation to take prompt corrective measures to eliminate existing and predictable hazards mentioned above.

7.3 **Trained Workmen**

A trained workman in respect of bamboo scaffolding refers to a scaffolder who is responsible for on-site erection, addition, alteration and dismantling of bamboo scaffold under the immediate supervision of a competent person, and has satisfactorily completed a formal training in bamboo scaffolding works equivalent to any of those mentioned for a competent person, or has satisfactorily passed the intermediate trade test for bamboo scaffolder of the HKIC, and possesses at least 1 year of experience in bamboo scaffolding works (inclusive of experience under the formal training period). Scaffolders who are registered skilled, semi-skilled, skilled (provisional) or semi-skilled (provisional) workers under the Construction Workers Registration Ordinance (Cap. 583) for the trade of bamboo scaffolder as trained workmen are also recognised.

8. Enhancement of Safety Requirements for Truss-out Bamboo Scaffolds

8.1 Truss-out bamboo scaffolds should be designed by a professional engineer. The following items must be considered in the design:

- Structural condition and load-bearing capacity of the concrete structure where the truss-out bamboo scaffolds will be erected
- Self-weight of the scaffolds
- Imposed load on scaffolds in accordance with the requirements of the work category
- Wind load

Regarding the loading capacity of the working platform, all boards or planks on the working platform should have sufficient strength to meet the recommended load of the work category listed in the table below:

Minimum Imposed Loads			
Work category	Use of platform	Distributed load on platform	Concentrated load to be applied on plank over any square with a 300mm side and at the end portion of a cantilever
Inspection and very light duty	Inspection, painting, stone cleaning, light cleaning and access	0.75kN/m ²	2kN
Light duty	Plastering, painting, stone cleaning, glazing and pointing	1.5kN/m ²	2kN
General purpose	General building work including brickwork, window and mullion fixing, rendering, plastering	2kN/m ²	2kN
Heavy duty	Blockwork, brickwork, heavy cladding	2.5kN/m ²	2kN
Masonry or special duty	Masonry work, concrete blockwork and very heavy cladding	3kN/m ²	2kN

Remarks: When considering the wind load on the scaffold, reference should be made to the Code of Practice on Wind Effects in Hong Kong 2019 issued by the BD.

- 8.2 The steel bracket should be designed according to the site environment and the loading to be sustained by the truss-out bamboo scaffold, or should be selected from Annex D. The selected steel bracket should be checked for sufficient strength to support the self-weight of the scaffold and the imposed load.
- 8.3 The steel bracket should be made from steel angles or steel circular tubes of Grade S275 in suitable sizes. The steel angles and steel circular tubes should be welded with 5 mm fillet welds. The steel brackets should preferably be galvanised or painted with 2 layers of red lead primer.
- 8.4 Heavy duty drill-in anchor bolts with a tensile strength greater than 7kN should be used to install steel brackets and putlogs for the construction of bamboo scaffolds. When selecting anchor bolts, consideration must be given to using anchor bolts that are still effective in cracked concrete, with reference to the actual concrete condition.
- 8.5 In the course of designing the truss-out bamboo scaffold, the length of the bamboo materials should be reviewed. If it is necessary for 2 bamboo members to be lapped, the connection method and requirements must be given appropriate consideration, to ensure the rigidity of the connection.
- 8.6 In the course of designing the truss-out bamboo scaffold, the number of and distance between the putlogs must be considered, and the vertical and horizontal spacing of putlogs should not be greater than 3m, to fasten the scaffold securely at the building or structure facade.
- 8.7 In order to ensure the secureness of the main posts and to prevent lateral expansion of the posts causing the scaffold to tilt, effective lateral restraints (putlogs) should be provided to the main posts of the bamboo scaffolds to restrain lateral tension. An effective lateral restraint should take the form of a putlog consisting of a metal tie and a bamboo strut. A mild steel bar of at least 6 mm diameter with a yield strength of 250 N/mm² and a minimum elongation of 15%, or a bundle of mild steel wires or other materials (e.g. steel bracket) with equivalent tensile capacity and mechanical properties should be used. If a mild steel bar is used, it should be properly anchored to structural elements using an anchor bolt and a properly installed bamboo strut to form a putlog.

- 8.8 In the course of designing the truss-out bamboo scaffold, the number and directions of the bracing should be considered. The bracing should not be more than 60 degrees from the horizontal level, and should preferably be at 45 degrees from the horizontal level. During design, appropriate consideration must be given to positions with overlapping bracing, to prevent bamboo rebound induced by excessive buckling of a bamboo member.
- 8.9 In the course of designing the truss-out bamboo scaffold, if “rakers”, “hang poles” or “standards” are used to support the scaffold, the “rakers”, “hang poles” and standards must be supported by a sound structure (e.g. concrete structure), and shall not be supported by a decorative structure, to ensure the stability of the scaffold.
- 8.10 In the course of erecting a truss-out bamboo scaffold, the erection work should be carried out by a trained workman who is under the immediate supervision of a competent person.
- 8.11 The cast-in anchors for the attachment of personal fall protection equipment for truss-out bamboo scaffolds should be inspected and tested before use by a professional structural engineer or ACCP.
- 8.12 In the course of erecting a truss-out bamboo scaffold, the mobile temporary fall protection devices should be selected, installed and checked by a person who has completed the training course in Safety at Work for Repair, Maintenance, Alteration and Addition Works (DOCC) organised by the Occupational Safety & Health Council.
- 8.13 When independent lifelines are used by workers erecting truss-out bamboo scaffolds, care must be taken that the independent lifelines should only be used for fall arresting purposes and should not be used for other purposes.

- 8.14 The tools and equipment used for the erection of truss-out bamboo scaffolds should be equipped with handropes or similar devices to prevent the risk of falling objects.
- 8.15 Where a scaffold is erected adjacent to a road or pathway, overlay or screen nets must be erected to envelop the scaffold, and the areas underneath and adjacent to the scaffold must be fenced off for the protection of persons or vehicular traffic against falling objects.
- 8.16 Before issuing Form 5, the competent person should check and ensure the truss-out bamboo scaffolds are structurally safe. Form 5 may not be issued before scaffold erection.
- 8.17 Before installation of steel brackets, the edge distance between the anchor bolt and concrete edge as well as the distance between anchor bolts and the concrete strength must be checked to ensure they fulfil the requirements of the manufacturer of the anchor bolt.
- 8.18 When a tropical cyclone warning signal or a strong monsoon signal is announced and the structure of the scaffold may be affected, all works in the truss-out bamboo scaffold should be suspended as soon as possible. All loading and plastic sheeting on the scaffold should be removed.
- 8.19 Consideration shall be given to the order of dismantling of a truss-out bamboo scaffold. Non-load-bearing parts should be dismantled before load-bearing parts.
- 8.20 Using the minimum imposed loads of the general duty work category listed in Table 8.1 of these Guidelines, the CIC has carried out design and a one time loading test under the specified conditions. Relevant information is in Annex E.

Annex A - List of Relevant Existing Ordinance(s) / Regulation(s) / Code(s) of Practice / Practice Notes / Circular(s)

Ordinance / Regulation

1. Construction Sites (Safety) Regulations, Chapter 59I

Labour Department

1. Code of Practice for Bamboo Scaffolding Safety
2. Overview of Work-at-Height Safety
3. 「狗臂架」式棚架安全須知 (Chinese version only)
4. Safety Measures for Use of Truss-out Bamboo Scaffold
5. Special Letter from LD - Erection, Substantial Addition, Alteration or Dismantling of Scaffolds under the Immediate Supervision of Competent Persons. (Ref : (8) in LD ELD/1 -10/1)

Buildings Department

1. Guidelines on the Design and Construction of Bamboo Scaffolds

Annex B - Truss-out Bamboo Scaffold Notification Form

Notification Form for Truss-out Bamboo Scaffolds

To: Labour Department

Fax : 2151 1423

Occupational Safety - Operations

Tel : 2154 2963

Operations Division

Minor Renovation and Maintenance Works-4 Office

A contractor will erect and use truss-out bamboo scaffolds in this building/estate. Details are given below for the following-up of occupational safety issues by the Labour Department.

I. Works Location and Contractor Details


Works Location	
Location of Scaffold	: _____
Anticipated Date of Erection	: _____
Anticipated Date of Use	: _____
Contractor Information	
Name of Contractor	: _____
Name of Responsible Person	: _____
Contact Number (Tel)	: _____

II. Employee Compensation Insurance Details of these Truss-Out Bamboo Scaffold Works (For Labour Department's Reference)

Insurance Details for Erection of Truss-out Bamboo Scaffold	
Name of the Policy Holder	: _____
Name of Insurance Company (Not agent)	: _____
Policy / Cover Note No.	: _____
Policy / Cover Note Effective Date and Time	: _____
Policy / Cover Note Expiry Date and Time	: _____

Faxer's Information	
Name of Building / Estate	: _____ Tel : _____
Contact Person	: _____ Date : _____

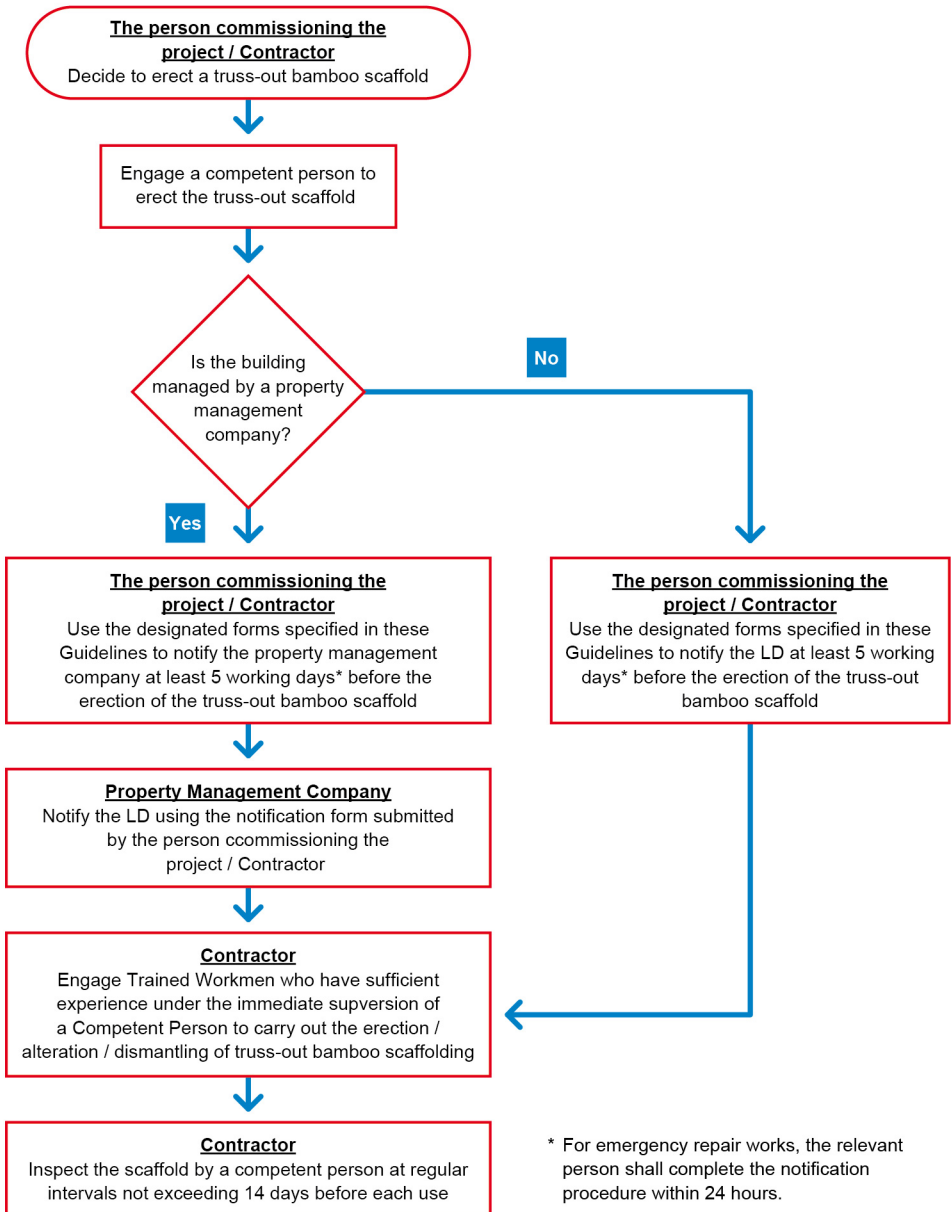
Please submit the form to Labour Department at least 5 working days before the anticipated erection of the truss-out bamboo scaffold

<p>Occupational Safety and Health Complaint Report unsafe workplaces or processes. Please call the Occupational Safety and Health Complaint Hotline: 2542 2172, or Login to https://eform.one.gov.hk/form/ld0001/en/ to report by using the web platform.</p>	
	Complaint Platform

<p>Report Employer Failure to provide Employee Compensation Insurance If it is suspected that an employer has not purchased employee compensation insurance or does not hold a valid insurance policy, please make a report to this hotline: 2815 2200 All complaints will be treated in strictest confidence.</p>

Contractors are responsible to ensure the information provided is correct. Property Management Companies are not responsible for inaccuracy of the content.
The form is used for notification and for inspection arrangements. The Labour Department will not approve the notification form.

Annex C - The Administrative Arrangement and Work Flow for the Notification



Annex D - Reference Design of Steel Bracket

Remarks: all dimensions in Diagram 1 to Diagram 4 are in millimetres (mm) unless otherwise stated.

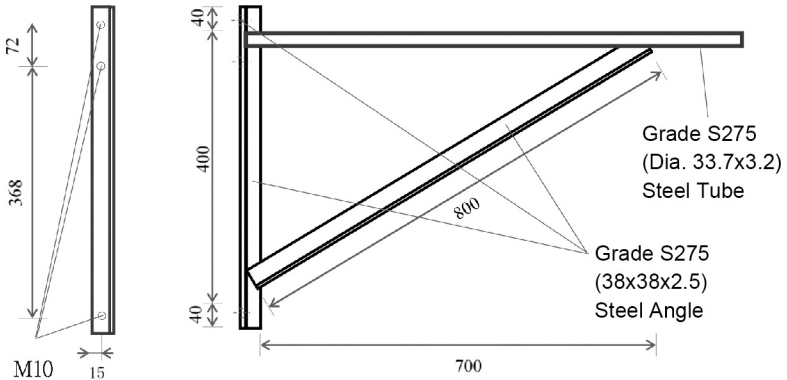


Diagram 1 - Steel Bracket for Truss-out Bamboo Scaffold (I-shaped)

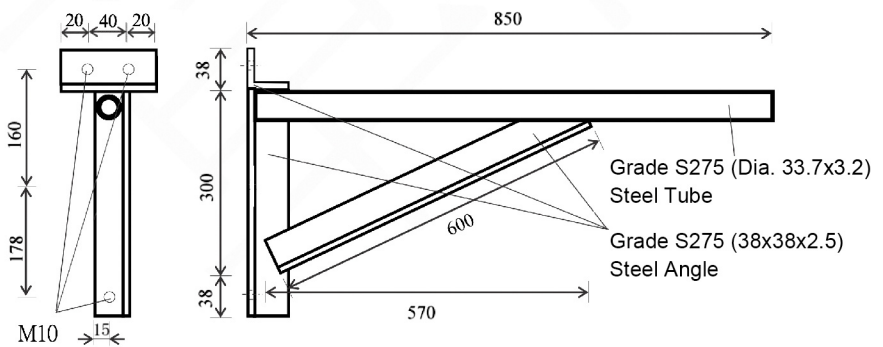


Diagram 2 – Steel Bracket for Truss-out Bamboo Scaffold (T-shaped)

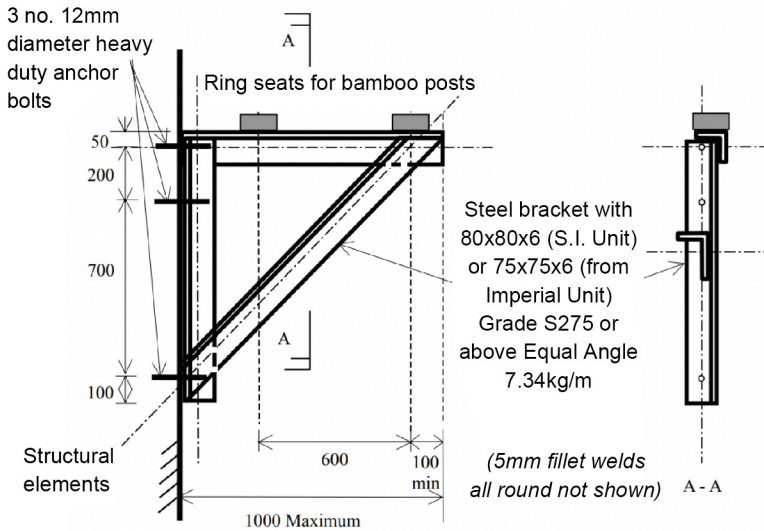


Diagram 3 - Base support for general construction
 (Reprint from Buildings Department's "Guidelines on the Design and Construction of Bamboo Scaffolds")

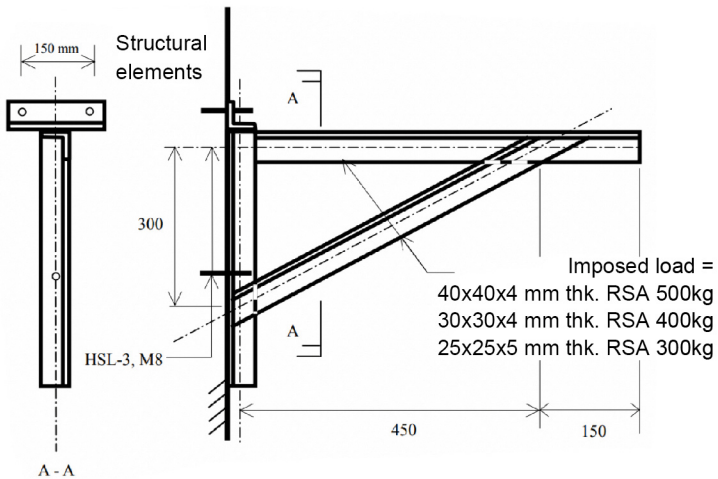


Diagram 4 - Base support for truss-out bamboo scaffold
 (Reprint from Buildings Department's "Guidelines on the Design and Construction of Bamboo Scaffolds")

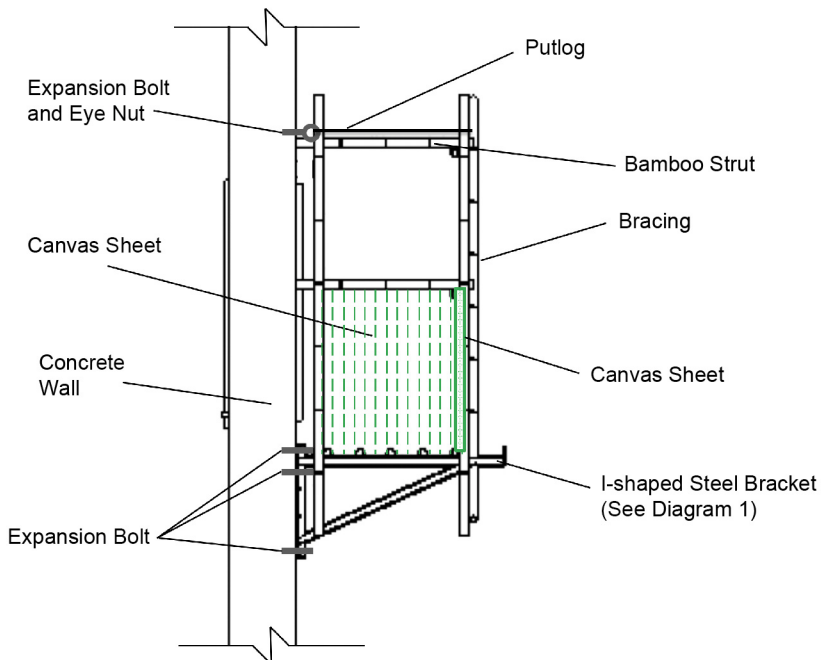
Annex E - Reference Design of Truss-out Bamboo Scaffold

To enhance the safety of truss-out bamboo scaffolds, the CIC used the minimum imposed loads of the general duty work category listed in table 8.1 in these Guidelines, and deployed a professional engineer to carry out design and a one time loading test under specified conditions. The relevant information is listed below for industry reference. Details of the design report and loading test report can be obtained by the QR code.



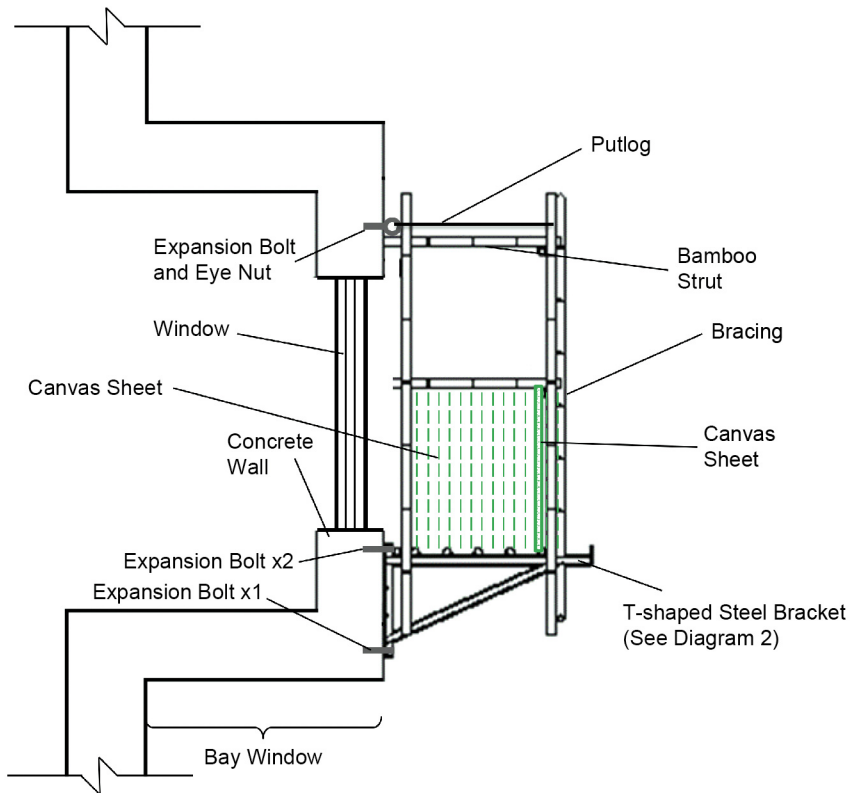
Design and
Testing Report

Remarks: The loading test report stated in the publication cannot be used as a proof of the loading capacity of a scaffold or as a replacement for the design of a professional engineer.



- Remarks: 1. The edge distance, spacing of anchors and the concrete strength of the anchor bolt must fulfil the requirements of the manufacturer
2. Planks and toe boards must be installed before use

Diagram 5 - Truss-out Bamboo Scaffold supported by steel bracket
(Major structural component)



Remarks: 1. The edge distance, spacing of anchor and the concrete strength of the anchor bolt must fulfill the requirements of the manufacturer
 2. Planks and toe boards must be installed before use

Diagram 6 - Truss-out Bamboo Scaffold supported by steel bracket for bay window (Major structural Component)

Feedback Form [Guidelines on Safety Enhancement of and Notification Arrangement for Truss-out Bamboo Scaffolds]

Thanks for reading this publication. To pursue improvement in our future versions, we appreciate your valuable suggestions.

(Please put a "✓" in the appropriate box)

1. As a whole, I feel that the publication is:	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Informative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comprehensive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Useful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Practical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Does the publication enable you to understand more about the Safety of Truss-out Bamboo Scaffolding Works?	Yes <input type="checkbox"/>		No <input type="checkbox"/>		No Comment <input type="checkbox"/>
3. Have you made reference to the publication in your work?	Quite Often <input type="checkbox"/>		Sometimes <input type="checkbox"/>		Never <input type="checkbox"/>
4. To what extent have you incorporated the recommendations of the publication in your work?	Most <input type="checkbox"/>		Some <input type="checkbox"/>		None <input type="checkbox"/>
5. Overall, how would you rate the publication?	Excellent <input type="checkbox"/>	Very Good <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Fair <input type="checkbox"/>	Poor <input type="checkbox"/>
6. Please give any other comments and suggestions (use separate sheets if necessary).					
Personal Particulars (optional)* :					
Name : <u>Mr. / Mrs. / Ms. / Dr. / Prof. / Ir / Sr ^</u>					
Company : _____					
Tel : _____					
Address : _____					
E-mail : _____					

- * 1. The information you provide to the Construction Industry Council ('CIC'), including any personal data as defined in the Personal Data (Privacy) Ordinance ('Ordinance'), will be used solely for purposes related to the activities of the CIC.
 2. The CIC will not transfer your personal data to any third parties without your prior consent.
 3. It is not obligatory for you to supply the CIC with personal information in this form.
 4. You are also entitled to request access to and correction of any errors in your personal data. If you wish to do so please write to the CIC at 38/F COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.

^ Circle as appropriate.

Please send this feedback form to :

CIC, Construction Safety - Industry Development

E-mail : enquiry@cic.hk

Address : 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Hong Kong

Fax No : (852) 2100 9090

