

Construction Industry Council

Committee on Repair, Maintenance, Alteration and Addition

Meeting No. 003/25 of the Committee on Repair, Maintenance, Alteration and Addition (Com-RMAA) was held on Thursday, 31 July 2025 at 2:30pm at Board Room, 29/F, Tower 2, Enterprise Square Five (MegaBox), 38 Wang Chiu Road, Kowloon Bay.

Present	:	Eddie LAM	(ELM)	Chairperson
		Susanne WONG*	(WHWS)	Principal Assistant Secretary (Works) 1, Development Bureau
		CHENG King-leung	(CKLg)	Deputy Chief Occupational Safety Officer (Operations Division) (Hong Kong and Islands Region), Labour Department
		Fanny TING	(FTPY)	Senior Engineer / General Engineering Services / Hong Kong 1, Electrical & Mechanical Services Department (Representing Joe LAM)
		CHAN Kim-kwong*	(KKCN)	
		Penny CHUN*	(PyCn)	
		Christopher CHUNG*	(CCG)	
		Ellis IP	(EIp)	
		Lewis LAM	(LLM)	
		Louis LEE*	(LMHL)	
		Daniel PONG*	(DPG)	
		Ringo SHEA	(RSh)	
		Alfred TANG	(AdT)	
		Kenneth TANG*	(TwL)	
In Attendance	:	Alfred CHAN*	(AdCn)	Chief Assistant Secretary (Works) 6, Development Bureau
		Winnie HO*	(WHWY)	Assistant Secretary (Works Policies 1) 2, Development Bureau
		Timothy LEUNG	(TLG)	General Manager – Industry Development, Construction Industry Council
		George AU	(GAWY)	Principal – Kwai Chung Campus, Hong Kong Institute of Construction
		Patrick LIN	(PLN)	Deputy Principal – Kwai Chung Campus, Hong Kong Institute of Construction
		Samuel	(SIWg)	Consultant – Trade Testing, Hong Kong

WONG Nathaniel	(NJW)	Institute of Construction Manager – Industry Development, Construction Industry Council
WOO Gary CHAN	(GyC)	Assistant Manager – Industry Development, Safety, Construction Industry Council
Chivas CHEUNG	(CvC)	Assistant Manager – Industry Development, Construction Industry Council
Amy LEE	(AyLe)	Assistant Manager – Career Support Services, Hong Kong Institute of Construction
David LEUNG	(DdLg)	Assistant Manager – Collaboration Scheme, Construction Industry Council
Yvette NG	(NHP)	Assistant Manager – Management Support, Hong Kong Institute of Construction
WU Ka-sing*	(WKS)	Instructor, Hong Kong Institute of Construction
Joyce LEUNG	(KYLg)	Senior Officer II – Industry Development, Construction Industry Council
Apologies:		
Tom CHAN	(TmC)	
CHEUNG	(WhC)	
Wing-ho		
Patrick HO	(PaH)	
Andrew LEE	(ALEE)	
Julian NG	(JNCW)	
Diana PANG	(DiP)	
YU Kam-hung	(KHY)	

* Attended the meeting online via Microsoft Teams

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Prior to the commencement of the Meeting, the Chairperson informed Members that audio and visual recording would be conducted for record-keeping purposes.

The Chairperson reminded Members to declare any actual or potential conflict of interest with item(s) to be discussed at the meeting. No declaration was received during the meeting.

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3.1 Safety Moment

TLG showed and explained to Members the emergency evacuation route and fire assembly point of the meeting venue.

1. Message from the CIC Chairman – Life-saving Tips
Dynamic risk assessment and onsite briefing must be conducted before work commences. If there are any changes to the onsite environment or work procedures, the work must be suspended immediately.
2. Key Safety Promotional Events
Event 1: Life First – Walk the Talk Webinar on 12 August 2025
Event 2: Construction Safety Week 2025 – Kick-off Ceremony and Conference on 25 August 2025
Event 3: Construction Safety Week 2025 – Site Visit on 27 August 2025
Event 4: Construction Safety Week 2025 – Considerate Contractors Site Award Scheme Award Presentation Ceremony on 29 August 2025

3.2 Confirmation of Minutes of the Previous Meeting

Members took note of Paper CIC/RMAA/M/002/25 and confirmed the minutes of the Meeting No. 002/25.

3.3 Matters Arising from the Last Meeting

Following item 2.4 from the previous meeting regarding outreach activities, the activities were included in the 2026 Detailed Business Plan and Budget.

3.4 Progress Update on Sub-committees

The Chairperson invited the Chairperson of each Sub-committee to brief Members on Paper CIC/RMAA/P/007/25 regarding the progress update on the Sub-committees.

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AdT briefed Members on the progress update of the Sub-committee on Worker Training.

PLN briefed Members regarding the full-time Certificate Programmes in RMAA.

The number of graduates and students from the two Certificate Programmes in RMAA (full-time) and their employment status were as follows:

Programmes	Number of Graduates (as of 15 June)	Number of Students	Number of Applicants (as of 15 June)
Building Construction	257	32	0
Collaborative Training Scheme (Building Construction)	158	21	8
Electrical & Mechanical	104	14	0
Collaborative Training Scheme (Electrical & Mechanical)	122	5	9

Programmes (as of 30 June)	Number of Employment	Employment Rate
Building Construction	177/257	69%
Collaborative Training Scheme (Building Construction)	N/A	N/A
Electrical & Mechanical	69/104	66%
Collaborative Training Scheme (Electrical & Mechanical)	N/A	N/A

AdT mentioned that programme recognition had been enhanced, and enrolment numbers had also increased. He enquired whether the Hong Kong Institute of

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Construction (HKIC) would increase the number of classes. PLN replied that HKIC planned to increase the number of classes in the 25/26 academic year. The Building Construction class would be increased from 5 to 6; and the Electrical & Mechanical class would be increased from 3 to 4.

The Chairperson enquired about the Hong Kong Qualifications Framework (HKQF) certification schedule for the RMAA programmes. PLN replied that the first HKQF-certified course under the Certificate Programme in RMAA (Electrical & Mechanical) was scheduled for September 2025. The Certificate Programme in RMAA (Building Construction) would be the next to be certified.

PLN briefed Members that the total number of participants in the Intermediate Tradesman Collaborative Training Scheme (ITCTS) had reached 306. The number of graduates from RMAA Works (Building Construction) and RMAA Works (Electrical & Mechanical) were 158 and 122 respectively. Of these, 1% had participated in the works of the Electrical and Mechanical Services Department (EMSD), 6% had participated in the works of the Architectural Services Department (ArchSD), 67% had participated in the works of the Housing Department, and 26% had participated in private sector works.

The part-time Certificate Programmes in RMAA mainly serve in-service workers who might switch jobs or acquire a new trade upon completion. Both the Building Construction and Electrical & Mechanical programmes consist of seven modules. Students could select the appropriate modules based on their own schedules. As of 15 June, there were 155 applicants for the Building Construction programme, and 212 applicants for the Electrical & Mechanical programme. Enrolment numbers had grown considerably compared to those at programme launch. It was expected that four Building Construction students and 2-3 Electrical & Mechanical students would complete their part-time programmes in the second half of the year.

HKIC would launch top-up programmes to facilitate

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graduates becoming Semi-Skilled Workers. The top-up programmes were proposed to cover 60 hours, with a proposed class size of 60 students. The curriculum would be delivered under the Hong Kong Qualifications Framework. In view of market conditions, the top-up programme for Building Construction would be changed to a top-up programme for Semi-Skilled Tiler, subject to re-approval. The top-up programme for Semi-Skilled Electrical Wireman was scheduled for September. HKIC was preparing promotional campaigns for student recruitment and reaching out to past graduates through the Career Support Services department. Depending on the response to the new class, HKIC would re-consider adjusting the programme duration and continue reviewing the need for top-up programmes in other trades.

NJW briefed Members on the status of the Government works contracts involving graduates from the Certificate Programmes in RMAA. ArchSD commenced 4 works projects in 2024, each requiring the recruitment of 2 graduates from the Certificate Programme in RMAA (Building Construction) and 1 graduate from the Certificate Programme in RMAA (Electrical & Mechanical). As of 30 June, a total of 5 graduates from the Certificate Programme in RMAA (Building Construction) and 1 graduate from the Certificate Programme in RMAA (Electrical & Mechanical) had been successfully recruited. There were 7 vacancies remaining unfilled.

The Hospital Authority awarded 4 term contracts for minor works. Each contract specified that contractors recruit 2 graduates from the Certificate Programme in RMAA (Building Construction) and 1 graduate from the Certificate Programme in RMAA (Electrical & Mechanical). As of 30 June, 1 graduate from the Certificate Programme in RMAA (Building Construction) had been successfully recruited, with 12 vacancies remaining unfilled.

The Hong Kong Housing Authority (HKHA) launched 5 district term contracts for renovation works, each

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requiring contractors to recruit 1 graduate from the Certificate Programme in RMAA (Building Construction). No graduates had been engaged as of 30 June.

HKHA launched 3 contracts for building services works. Each contract specified that contractors recruit 1 graduate from the Certificate Programme in RMAA (Electrical & Mechanical). All 3 contracts were in the tendering process.

EMSD awarded 3 term contracts, with 2 more term contracts in the tendering process. Each contract specified that contractors must recruit 1 graduate from the Certificate Programme in RMAA (Electrical & Mechanical). As of 30 June, 3 vacancies remained unfilled.

The Education Bureau (EDB) launched 6 term contracts. Each contract specified that contractors recruit 2 graduates from the Certificate Programme in RMAA (Building Construction) and 1 graduate from the Certificate Programme in RMAA (Electrical & Mechanical). All contracts were in the tendering process, with results expected in December.

To assist contractors in recruiting Building Construction graduates for Government works contracts, a Recruitment Day was organised at the Kwai Chung Campus on 28 March 2025. A total of 4 contractors and 15 Building Construction graduates-to-be attended, with 10 graduates-to-be taking part in interviews. 4 graduates were successfully recruited via the Recruitment Day. In general, a total of 6 were employed.

To assist contractors in recruiting Building Construction and Electrical & Mechanical graduates for Government works contracts, a Recruitment Day was organised at the Kwai Chung Campus on 9 May 2025. A total of 6 contractors and 19 students attended, with 15 students taking part in interviews. Currently, 1 graduate was successfully recruited via the Recruitment Day.

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Another Recruitment Day was held on 16 June 2025. A total of 5 contractors and 19 students attended, with 15 students taking part in interviews. Currently, 3 graduates had been successfully recruited via the Recruitment Day.

A Recruitment Day for property management companies was scheduled for 22 August 2025 at the Labour Department's (LD) Construction Industry Recruitment Centre in Kwun Tong. It aimed to match property management companies with graduates from the Certificate Programmes in RMAA and attract job seekers to join the ITCTS.

NJW mentioned that employers lacked understanding of the capabilities of programme graduates, leading to discrepancies in salary expectations, and unsatisfactory engagement of graduates in Government works contracts. To assist employers in better understanding the capabilities of graduates from the Certificate Programmes in RMAA and attract more students, a promotional video would be co-produced with the Sub-committee on Promotion and Education. To assist contractors in reaching more graduates and fulfilling Government contract requirements, the Secretariat planned to organize another Recruitment Day for Government works contracts, inviting graduates from the upcoming top-up programmes to participate.

Sub-committee on Promotion and Education

Elp briefed Members on the progress update of the Sub-committee on Promotion and Education. Four Continuing Professional Development (CPD) programmes were completed this year, with the next scheduled for September.

NJW briefed Members on the webinar titled “Smart Site Safety System (4S) – Enhancing Safety Management in RMAA”, co-organized with the Hong Kong Institute of Housing on 11 July. The webinar featured a representative from the CIC and two speakers from 4S solution companies, who introduced 4S and safety management technologies aimed at enhancing the RMAA sector for property management practitioners.

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To enhance the understanding of drone applications in building repair and maintenance among the public, property management practitioners and RMAA contractors, a webinar titled “Introduction on Utilising Drones and Artificial Intelligence (AI) for Building External Wall Inspection” would be held on 4 September, in collaboration with the Property Management Services Authority (PMSA) and the Hong Kong Institute of Housing. The webinar would feature a representative from the Buildings Department, who would introduce the application of drones in the repair and maintenance of property facilities, and regulations and safety management of drone operation.

To enhance the utilization of 4S in the RMAA sector, the Sub-committee on Promotion and Education produced a video titled “Enhancing Site Safety via Application of 4S with the help of CITF”, introducing 4S and the Construction Innovation and Technology Fund (CITF). The video is available on CIC’s social media platforms. Members were welcomed to share it with RMAA contractors and property management companies.

To enhance the understanding of concrete spalling and the Mandatory Building Inspection Scheme among the public and property owners, the Sub-committee on Promotion and Education was preparing a related video. The synopsis was under final approval, with production expected to commence in August.

To promote the “Green Card Check” Scheme and its procedures among the property management sector, the Sub-committee on Promotion and Education planned to prepare a promotional video in collaboration with Kai Shing Management Services Limited (Kai Shing) and PMSA in the fourth quarter.

To enhance understanding of the Certificate Programmes in RMAA and the skill quality of graduates among employers and prospective students, the Secretariat would kick-start the production of a promotional video in mid-August. Featuring experience sharing from

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various stakeholders, the video would introduce the Certificate Programmes in RMAA, the Intermediate Tradesman Collaborative Training Scheme (ITCTS), and training offered by HKIC. It would also promote the upcoming top-up programmes. Target interviewees would include RMAA graduates and their employers, ITCTS graduates and their employers, as well as students and Instructors from HKIC.

The three award-winning companies in the RMAA Contractor Category of the CIC Outstanding Contractor Award 2024 were featured in three videos, sharing their operational experience and tips for achieving operational excellence. The sharing aimed to establish a professional image of the sector and promote industry advancement. Production had been completed, and the videos would be gradually released on the CIC's social media platforms.

Sub-committee on Standardisation and Supervision Matters

CCG briefed Members on the progress update of the Sub-committee on Standardisation and Supervision Matters.

The Sub-committee on Standardisation and Supervision Matters completed the leaflet titled "Safety Issues for Working-Above-Ground and Working-At-Height". The leaflets had been distributed to the PMSA, Federation of Hong Kong Property Management Industry, Hong Kong Institute of Certified Property Managers, Urban Renewal Authority, and Home Affairs Enquiry Centres for public dissemination.

To facilitate property management companies understand work arrangements for cleaning manholes, water tanks and other confined spaces as well as the Labour Department's updated 2024 "Code of Practice for Safety and Health at Work in Confined Spaces", the Sub-committee on Standardisation and Supervision Matters was preparing a leaflet titled "Managing Cleaning Work in Confined Spaces". After incorporating received comments, the revised leaflet was expected to be completed and ready for distribution in September.

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The Sub-committee on Standardisation and Supervision Matters completed 7 leaflets under the categories of “Management and Knowledge”, “Safety (Works)” and “Quality”. It aimed to prepare 3 more leaflets this year. The theme for the upcoming leaflet was under consideration, with options including demolition works, safety at electrical works, or building rehabilitation.

**The
Secretariat**

The Chairperson commented that the leaflet content was user-friendly and suggested delivering the leaflets to the public via the Consumer Council. He enquired whether the completed leaflets were available on the CIC mobile app – CIC APP. TLG responded that the suggestion had been raised in a previous internal IT meeting. However, there were concerns that the leaflets might cause information overload for app users. He would re-consider the suggestion, and report updates at the next Meeting. The Chairperson suggested including a link to the RMAA page in the app. In addition to leaflets, CCG mentioned that videos featuring leaflet content could also be shared via the Consumer Council.

NJW briefed Members on the “Green Card Check” pilot scheme. During the implementation stage, Kai Shing found that many property owners misunderstood the requirements, believing that workers only needed licenses for plumbing, electrical & mechanical works, while overlooking the need for Green Cards. Some workers engaging in minor maintenance or self-employed persons were unaware of the Green Card requirement. To address these issues, the Secretariat planned to prepare a leaflet titled “Owners and Tenants May Be Liable if They Hire Workers Without Holding a Valid Green Card” to enhance promotional and educational efforts among property owners. The leaflet would be available in two versions. Version one would present the following scenarios: legal liabilities that might be incurred by sole proprietors or property owners if sole proprietors engage persons without Green Cards for construction works, in case of accidents during works, or illegal workers were employed. The leaflet aimed to enhance property owners’ awareness of relevant regulations, encouraging the engagement of workers holding Green Cards. The other

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simplified version would mainly present risks that might be incurred from engaging persons without Green Cards in RMAA works. The Chairperson commented that the detailed version might be too complex, and the simplified version would be more direct and suitable.

The Chairperson enquired if property owners would be provided with a checklist via property management companies, listing required identification documents or qualifications for various trades e.g. Green Cards or proof of completion of Certificate Programmes in RMAA. The Chairperson opined that reminders would be more suitable than detailed regulations. Property owners could consult professional advice if they have any further enquiries. EIp agreed that a checklist would effectively help the public understand the requirements for engaging workers from different trades.

NJW replied that the leaflet would include pre-work procedures, including confirming whether the relevant works comply with legal requirements, understanding the contractors engaged, notifying relevant Government departments, submitting relevant applications, getting to know workers' qualifications, etc.

RSh suggested educating the public on home renovation work details e.g. the need for workers to wear safety shoes indoors, use floor protection to prevent slips, etc. LLM suggested setting up a newspaper column to share regular posts on home renovations. KKC suggested producing videos on renovation traps for public education. The Chairperson remarked that existing resources could be utilized, and that efforts should first focus on attracting more audiences to current educational promo videos.

NJW briefed Members that following collaboration with Kai Shing, the Secretariat planned to partner with Hang Yick Properties Management Ltd. for the pilot scheme, aiming to further adjust the operational model and establish an industry role model. In addition, the pilot scheme would be promoted across the industry through PMSA, setting the "Green Card Check" scheme as a best practice for the industry.

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To enhance integrity management within the industry, the CIC collaborated with the Independent Commission Against Corruption (ICAC) to prepare a video featuring award winners from the Integrity Management Award under the CIC Outstanding Contractor Award 2024. Interviews with China State Construction Engineering (H.K.) Ltd and Gammon Construction Limited were completed on 16 July. Post-production work was in progress. Upon completion, the 30-minute video would be uploaded to the online video platform of ICAC. The next step was to co-organize integrity management workshops with ICAC, inviting award-winning companies to share their integrity management operations with industry peers.

CCG reported that the Working Group on Consumer Protection in Home Renovation (Working Group) held its second meeting on 16 July. Discussions focused on the revised Consolidated Work Items Checklist for Home Renovation Works and Design and Building Works (the Checklist) and standard quotation, as well as the upcoming tasks.

Regarding the drafts of the Checklist and standard quotation, the construction related sector expressed concern that too much content on the Checklist might confuse consumers. The Working Group opined that due to the complexity of works, it was not easy to simplify content. In addition, the construction related sector proposed enhancing promotional and educational efforts on quality and safety for property owners. As consumers tend to browse publications from the Consumer Council, it was suggested that related information be issued in CHOICE Magazine.

The Working Group aimed to complete the revised Standard Quotation for Home Renovation Works and Design and Building Works by September, with the revised Standard Quotation to be finalised by June 2026.

3.5 Any Other Business

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3.5.1 2026 Detailed Business Plan, Budget, and Key Performance Indicators

NJW briefed Members on the 2026 Detailed Business Plan, Budget, and Key Performance Indicators, with the details subject to approval at the Council meeting in October.

3.6 Next Meeting

The next meeting was scheduled for 13 November 2025 (Thursday) at 2:30 pm at Board Room, 29/F, Tower 2, Enterprise Square Five (MegaBox), 38 Wang Chiu Road, Kowloon Bay. **All to Note**

There being no other business, the meeting was adjourned at 3:35 pm.

**CIC Secretariat
August 2025**