

Construction Industry Council

Construction Industry Training Board

Meeting No. 002/24 of Construction Industry Training Board (CITB) was held on 6 March 2024 (Wednesday) at 9:30 am at the Star Chamber, 4/F, Kowloon Bay Campus, Hong Kong Institute of Construction, 44 Tai Yip Street, Kowloon Bay, Hong Kong.

Present:	Eddie LAM	(ELM)	Chairperson
	CHAN Lok-chai	(CLCn)	
	CHOW Luen-kiu	(LKC)	
	HUANG Yongquan	(YQH)	
	Bernard Vincent	(BVL)	
	LIM		
	LO LEE Oi-lin	(OLLL)	
	Lawrence NG	(LN)	
	Staw WONG	(SwW)	
	Daniel YAN*	(DY)	
	Pamela LAM	(DS1)	
	LEE Tat-hung	(THL)	(Representing NG Ho-wang, Labour Department)
In Attendance:	Alfred CHAN	(AdCn)	Development Bureau
	Keith CHU*	(KCu)	Development Bureau
	Ringo SHEA	(RSh)	Hong Kong Federation of Electrical and Mechanical Contractors Limited
	Thomas HO	(TH)	Chairman, Construction Industry Council
	Charles HO	(CHLC)	Assistant Director – Training
	William HO	(YHH)	Head of Certificate Training
	Ivan KO	(IK)	Senior Manager – Trade Testing
	Priscilla TAM	(PTm)	Senior Manager – Student Affairs
	Chris LAU*	(CsLu)	General Manager – Finance & Procurement
	Ron NG	(RNCw)	Principal – School of Professional Development in Construction (Acting)
	Renee CHAN	(ReC)	Deputy Principal – Kowloon Bay Campus
	KWAN Wing-yin*	(WYK)	Deputy Principal – Sheung Shui Campus
	Roy WONG	(RyW)	Manager – Collaboration Scheme
	May LEUNG	(MyL)	Manager – Board Services & Administration Support
	Derek CHOW*	(DkC)	Manager – Curriculum Development & Quality Assurance
	Karen LI*	(KnLi)	Manager – Urban Forestry Support Fund – Trainee Programme

Karol CHEUNG	(KIC)	Assistant Manager – Management Support
Louis LEUNG	(KCLg)	Trade Testing Superintendent – Kowloon Bay Campus
Formula CHEN	(FMC)	Assistant Manager – Board Services & Administration Support

Apologies: William LUK (WmL)
WONG Ping (PWG)

* Attended the meeting via video conference.

Minutes

Action

2.1 Confirmation of the Minutes of the Previous Meeting

Members took note of Paper CIC/CTB/M/001/24, and confirmed the minutes of the meeting No. 001/24 held on 10 January 2024.

2.2 Matters Arising from the Previous Meeting

Item 1.2 (Item 6.6) – Part-Time Diploma in Construction for Specialist Trades Management (Site Supervisory Personnel Programme)

Members noted that Hong Kong Institute of Construction (HKIC) would set up a working group to enhance the Site Supervisory Personnel Programme. The feasibility of tuition fee waiver and the class time arrangement would be reviewed by then. The Chairperson and CIC Chairman enquired the progress of the development of the Site Supervisory Personnel Programme and the setting up of the working group. PTm responded that the working group was expected to be set up in late March 2024. The Chairperson asked the Management to set up the working group as soon as possible, and said he would attend the first meeting of the working group.

RaC

Item 1.4 – Proposed Arrangement for Intermediate Tradesman Collaborative Training Scheme (Skills Enhancement Courses) to Offer Special Class for Promoting Multi-Skills

The Management had met the training organisations on 30 January 2024 and briefed them on the arrangement and tuition fee guidelines for the Multi-Skilled Special Class. The Chairperson reminded that the tuition fee must be consistent across training organisations and in compliance with HKIC guidelines.

Item 1.6 – Work Report of Hong Kong Institute of Construction Management Board for the 2022/23 Academic Year

Members noted that more than half of the applicants for the Certificate Programmes in RMAA (Part-Time) had requested to attend class at an appropriate time in the next round as their schedules did not fit in due to busy work. The Chairperson enquired what countermeasures HKIC would take if the enrolment for the Certificate Programmes in RMAA (Part-Time) remained unsatisfactory. YHH responded that RMAA full-time

Action

short programmes were more popular, and HKIC would keep track of the enrolment and allocate resources to offer more classes for RMAA full-time short programmes if necessary.

Members noted that the Intermediate Tradesman Collaborative Training Scheme (ITCTS), which was jointly provided by HKIC and contractors, had covered RMAA programmes. As at 30 January 2024, over 80 graduates had completed the programmes.

CIC Chairman enquired the technical level of the RMAA programmes. The Chairperson expressed that although the RMAA programmes did not offer Intermediate Trade Test and Trade Test, the assessment of the programmes was based on the standard of Intermediate Trade Test. Currently, applications for the ITCTS – RMAA programmes were mainly come from workers engaging in RMAA works at property management companies. The Chairperson continued that Committee on Repair, Maintenance, Alteration and Addition (Com-RMAA) was discussing with Buildings Department (BD) regarding the feasibility for graduates from the RMAA programmes to partake in some of the BD's Class III minor works. RSh pointed out that RMAA work trade currently did not fulfill the requirements to become a registered work trade, and amendment to the legislation would also take a relatively long time and discussion with the industry was required. He mentioned that CIC was discussing with government departments and other organisations regarding the addition of a term for engaging RMAA programme graduates in relevant work contracts. If the discussions were successful, applications for the RMAA programmes would likely be increased.

The Chairperson was concerned whether the curriculum for safety training in the RMAA programmes was sufficient. YHH said that one of the modules of the RMAA programmes was about safety, with over 10 class days. The Chairperson believed that the curriculum for HKIC's safety training programmes was sufficient and appropriate. A Member agreed that the curriculum should be rigorous, but actual operations involved personal integrity. The Member suggested that HKIC could organise a training for all instructors to address the severe construction accidents in the previous year, and also encourage the instructors to take self-learning courses on the new technology of relevant work trade and safety knowledge.

**CHLC &
YHH**

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The Chairperson proposed the Management to consider setting up a mechanism to monitor the integrity of machinery and crane operators. If CIC received complaints involving unsafe operation of machinery and crane for licensed machinery and crane operators, CIC could request them to retake the course.

**IK &
WTg**

CIC Chairman invited Members to suggest how HKIC could enhance relevant trainings in view of the recent severe construction accidents. After deliberation, Members agreed that HKIC should incorporate the knowledge of strict check point system into relevant work trade programmes and Site Supervisory Personnel Programme, arrange qualified personnel to check the scaffolding facilities as required, and conduct dynamic risk assessments for different trainings.

YHH

The DEVB representative agreed to advocate the concept of strict check point system. DEVB had been emphasising the importance of ensuring site safety, in which “Everyone had a responsibility and performed their own duties”, and enhancing the overall safety awareness of site personnel through the implementation of Smart Site Safety System (SSSS) and training. The Labour Department (LD) representative pointed out that the “Approval Conditions for Operating Mandatory Safety Training Courses” would be revised to ensure all trainers conduct the Mandatory Safety Training (MST) Courses in a professional, ethical and moral manner. According to the revision, MST course operators would be required to ensure that all their approved trainers had completed at least one-hour training on “Professional Ethics and Conduct for Trainers of MST Course” within four years before their practice, with relevant certificates available. Apart from MST Course trainers, industry practitioners engaged in other safety training were also welcomed to take the above-mentioned training course.

Item 1.16 – Progress Report on Key Performance Indicators (KPI)

Hong Kong Construction Industry Trade Testing Centre (HKCITTC) presented the latest educational short video at the meeting.

Item 1.16 – HKCITTC Management Report (1 January to 31 December 2023)

HKCITTC had invited recognised training organisations to offer

preparatory courses for Trade Tests for Skilled Workers. Hong Kong Construction Industry Registered Special Trade Union Federation and Hong Kong Unity Construction Workmate Home would offer preparatory courses for Painter Trade Test and Carpenter Trade Test respectively. The Chairperson enquired whether it would be free charging for the courses. IK said the fee arrangement was at the sole discretion of training organisations. The Chairperson reminded that as the preparatory courses were related to trade tests, misunderstanding should be avoided from the public that the preparatory courses were provided by CIC, and the arrangement should also be reviewed.

IK

2.3 Proposed Training Allowance for Full-Time Programmes for the 2024/25 Academic Year (for approval)

Members took note of Paper CIC/CTB/P/014/24, the amount of allowance provided by other training organisations and the year-on-year percentage change of consumer price index. Members approved the suggestion that the training allowance for full-time programmes for the 2024/25 academic year would remain unchanged.

The Chairperson mentioned that the Financial Secretary had earmarked HK\$1 billion in the 2022/23 Budget for CIC to increase training places and allowance, and enquired the use of the provisions. PTm replied that about 12% of the provisions had been used, and the provisions had been allocated to various schemes and programmes. Taking into consideration that the enrolments of collaborative training programmes for upgrading general workers to semi-skilled workers were better than expected and that the HK\$200 million allocated for the programmes in 2020 would soon be used up, HKIC had discussed with DEVB to allocate the subsidised training places to such programmes. The Chairperson look forward to utilising the provisions on training projects for training more new blood for the industry in the next few years.

2.4 ★Summary Report of the 6th Meeting of Hong Kong Institute of Construction Management Board for 2023 (for information)

Members took note of Paper *CIC/CTB/P/015/24* with no further comments.

2.5 ★ Summary Report of the 4th Meeting of Sub-committee on Ethnic Minorities in Construction for 2023 (for information)

Members took note of Paper *CIC/CTB/P/016/24*. The Chairperson requested the Management to report the statistical data of registered EM construction workers at the next meeting. In addition, a Member suggested HKIC to promote the programmes and recruit EM students at EM Culture Day this year.

YHH

2.6 ★ Training Figures of Hong Kong Institute of Construction (for information)

Members took note of Paper *CIC/CTB/P/017/24* with no further comments.

2.7 ★ Table on Estimated Waiting Time for Full-time Short Programmes with Proposed Actions for Enhancement (for information)

Members took note of Paper *CIC/CTB/P/018/24* with no further comments.

2.8 ★ Statistical Data of Construction Industry Council Approved Technical Talents Training Programmes (for information)

Members took note of Paper *CIC/CTB/P/019/24* with no further comments.

2.9 ★ Statistical Data of Advanced Construction Manpower Training Scheme – Pilot Scheme (for information)

Members took note of Paper *CIC/CTB/P/020/24*. A Member hoped that the Collaboration Scheme Department would notify the training organisations in advance regarding the proposed allocation of training places for the 2024/25 academic year for better planning and preparation. RyW responded that they would notify the training organisations in advance regarding the proposed allocation of training places this year. A Member representing Hong Kong Construction Sub-Contractors Association said that the job fair held by their association in March 2024 received a good response. He enquired whether HKIC would continue to offer subsidy for administration fee of the ITCTS. The Chairperson stated that a data analysis on the

effectiveness of administration fee subsidy would be needed before deciding whether the arrangement would be extended. RyW responded that the Collaboration Scheme Department was conducting an interim review on the administration fee subsidy arrangement, with results to be submitted to Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes for discussion in May 2024.

2.10 ★Table on Waiting Time and Data for Trade Tests (for information)

Members took note of Paper *CIC/CTB/P/021/24*. The Chairperson enquired whether Key Performance Indicators (KPI) had been established for recognised training organisations under Hong Kong Construction Industry Trade Testing Centre (HKCITTC). IK responded that the passing rate of each trade test for recognised training organisations must meet or exceed the passing rate of the public for the corresponding trade test during the year. For those who failed to meet the target, HKCITTC would meet them to understand their reasons of failure and request for improvement.

RSh hoped that CIC could provide the figures for those who had passed the Intermediate Trade Tests and Trade Tests, and then registered as Semi-Skilled Workers and Skilled Workers.

IK

2.11 ★Table on Waiting Time for Plant and Machinery Operation Certification Courses cum Tests (for information)

Members took note of Paper *CIC/CTB/P/022/24* with no further comments.

2.12 Any Other Business

Progress Report on KPI

Members took note of the KPI progress of HKIC and Trade Testing. Regarding the ventilation system project in welding workshop, Members noted that after an on-site inspection, the Estates Office had deferred the completion date of the project to the second quarter of 2025 due to the complexity of the project and the management's consideration of not affecting the training.

(Post-meeting note: After deliberation among the Management,

the enhancement of ventilation system project in welding workshop would be completed as soon as possible.)

The Chairperson pointed out that as HKIC would establish a new programme/module on Robots and Digital Equipment, HKCITTC should study whether the scope had to be incorporated into trade tests. IK responded that the scope of trade tests was based on the description of trades under the Construction Workers Registration Ordinance, which did not cover the above-mentioned scope. He would keep contact with HKIC, and review the scope of trade tests in due course.

Audit Report for Intermediate Tradesman Collaborative Training Scheme (ITCTS) (Skills Enhancement Courses)

Members noted that the CIC had engaged Ernst & Young Advisory Services Limited (EY) in November 2023 to conduct audit for ITCTS. EY had summarised and recommended 5 areas for enhancement. The management had completed most of the enhancement works and the remaining enhancement works would be completed by the third quarter of 2024.

2.13 Tentative Date of Next Meeting No. 003/24

The next meeting was scheduled for 8 May 2024 (Wednesday) at 9:30am at the Star Chamber, 4/F, Kowloon Bay Campus, Hong Kong Institute of Construction, 44 Tai Yip Street, Kowloon Bay, Hong Kong.

**CITB Secretariat
March 2024**