

**Construction Industry Council**

**Construction Industry Training Board**

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Meeting No. 003/18 of the Construction Industry Training Board (“CITB”) was held on Monday, 7 May 2018 at 9:30am at the G/F Meeting Room of Construction Innovation and Technology Application Centre, HKIC-Kowloon Bay Campus, 44 Tai Yip Street, Kowloon Bay, Kowloon, Hong Kong.

Present:	Allan CHAN	(SKC)	Chairperson
	Kim-kwong CHAN	(KKCN)	
	Pat-kan CHAN	(PKC)	
	Sau-kuen CHENG	(SKCg)	
	Yat-hung CHIANG	(YHC)	
	Henry CHAU	(BCC)	
	Amelia FOK	(CYF)	
	Peter LAM	(OKL)	
	Dennis WONG	(DW)	
	Sai-yen YU	(SYYu)	
	Joey LAM	(KPL)	
	Mimi NG	(MN)	Representing Mr Ping-sang MAK of Labour Department
In Attendance:	Hau-yin YAU	(HYYu)	Development Bureau
	Raymond IP	(RI)	Development Bureau
	Ka-kui CHAN	(KKCh)	CIC Chairman
	Albert CHENG	(CTN)	Executive Director
	Alex LEUNG	(AL)	Director - Collaboration & Trade Testing
	Francis WONG	(FW)	Director - HKIC
	Wyllie FUNG	(HWF)	Assistant Director - Professional Development & Administration
	Yin-lin CHU	(YLC)	Assistant Director – Training (Acting)
	Ivan KO	(IK)	Senior Manager - Trade Testing
	Davis LIU	(DsL)	Principal - Kowloon Bay Campus
	Kelvin LIN	(KnL)	Senior Manager - Centre for Professional Development
	Jamie CHAI	(JeC)	Manager - Career Support Services
	Jimmy LEUNG	(JyL)	Manager (Acting) - Collaboration Scheme
	Priscilla TAM	(PTm)	Manager - Board Services & Administration Support

Formula CHEN (FMC) Assistant Manager - CITB -  
Secretariat

Apologies: Joseph CHI (JCI)  
Kwok-kwan NG (KKN)

## **Progress Report**

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#### **3.1 Confirmation of Progress Report of the Last Meeting**

Members took note of Paper CIC/CTB/M/002/18 and confirmed the minutes of the 2<sup>nd</sup> meeting held on 19 March 2018.

#### **3.2 Matters Arising from the Last Meeting**

Item 2.3 – Proposed Amendment to “Advanced Construction Manpower Training Scheme – Pilot Scheme” (“ACMTS”) (for approval)

The management reported that a unified and easily comprehensible title would be used for the new collaboration scheme in the future. The Secretariat had provided data on the number of applications and withdrawal cases of participating organizations for the reference of the Task Force on Collaborative Schemes. Statistic of ACMTS Skills Enhancement Courses and a paper on the reward and punitive mechanism for Collaborative Training Schemes would be submitted in the next CITB meeting.

Item 2.5 – Proposal on adding Trades of Reclamation Works to Construction Tradesman Collaborative Training Scheme (CTS)

It was noted that the management had made enquiries with contractors, who confirmed that they still planned to commence related training(s) in the first quarter of 2018 despite the fact that the project work of the concerned trades had started. The management, based on the instruction from Construction Industry Training Board, had suggested Airport Authority Hong Kong to discuss with relevant contractors about the feasibility of raising the monthly salary (e.g. HK\$18,000 to HK\$20,000) to recruit trainees. This issue was still under negotiation and progress would be reported to the Chairperson. Besides, the management would

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review the need of retaining employer bonus in the context of a major review of CTS in the future.

Item 2.6 – Proposal on training Plant and Equipment Operators

The management, Development Bureau (DEVB), Labour Department (LD) and Environmental Protection Department (EPD) held a meeting on 3 May 2018 to explore ways to conduct training on construction sites and extend training hours on public holidays. Highlights were summarised as follows:

- (1) Unless the work in the nearby area and public safety were unaffected as well as the site area for tower crane training was cordoned off and isolated, LD would not agree to adopt the “One Trainee One Crane” training mode to avoid affecting site safety.
- (2) “One Trainee One Crane” could be adopted for training wheeled telescopic mobile crane operators on construction sites due to the similarity of the operation of Wheeled Telescopic Mobile Crane and Crawler-mounted Crane.
- (3) As the training course for loadshifting machinery operators required the permission of the Commissioner for Labour, LD pointed out that the issue of responsibility between CIC and contractor(s) should be clarified. LD would also need to seek legal opinions and vet training venues.
- (4) EPD pointed out that as the Noise Control Ordinance was strict, it would be more feasible for training to be conducted on sites far from residential areas (e.g. the Three-runway system in Airport area) on Sundays and Holidays.

**Labour  
Department**

Item 2.7 – Report on Benchmarks of Efficiency for Full-time Courses (Employment Rate and Retention Rate)

The management was collecting and consolidating relevant data on employment and construction expenditure over the past 5 years. A report would be submitted in the next meeting.

Item 2.9 – Table on Estimated Waiting Time for Full Time Adult Short Courses

The management would adopt a flexible approach in dealing with the commencement of individual courses with enrollment rate less than 50%. Marble Worker Course was quoted as an example. The course was commenced although it only had four applicants and

could not reach 50% of the class size.

Item 2.10 – Table on Waiting Time for Trade Tests

The management had circulated a paper on stand-by mechanism for trade tests for the consideration of the Task Force on Trade Testing. The proposed mechanism would be implemented upon receiving approval of the Task Force.

Item 2.13 – Punitive Mechanism for Collaborative Training Scheme

A paper on the captioned subject would be submitted in the next meeting.

Item 2.13 – Metal Scaffold Erecting and Dismantling Supervision Training Course

The management had contacted the Labour Department which said that the Code of Practice for Metal Scaffolding Safety had been published for years. They might consider following up on the matter and making the necessary amendments. The management would keep on liaising with LD in this regard.

Item 2.13 – Safety Courses

The Task Group on Construction Safety Courses had agreed to the introduction of the “Basic Site Safety Supervising Technique Course” and “Construction Safety Supervisor (Bridging) Course”, and the revision of the “Construction Safety Supervisor Course”. A paper on these courses would be submitted for the approval of the Hong Kong Institute of Construction Management Board.

**3.3 Proposed Three-year Strategic Plan (for endorsement)**

Members took note of Paper CIC/CTB/P/022/18.

FW briefed members that HKIC needed to face external challenges which included decrease in the number of school-age students, ageing population, competition from other industries and training institutions, abundant degree programmes available in the market and impacts of filibusters on construction output of infrastructure projects. HKIC also faced internal challenges which included aging facilities, courses not yet recognised under the Qualifications

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Framework (“QF”), limited number of courses being recognised by professional institutes, lack of a clear progression pathway for students, difficulties in recruiting instructors and upgrading the professional qualification of existing instructors. To address the above challenges, HKIC in the coming three years would implement a host of multi-pronged measures and focus resources on enhancing the programme quality, catering for the market demand for training and optimising HKIC facilities and resources (including hardware and software).

Executive Director expressed that both the quality and quantity should be considered in formulating training strategy. Most of the HKIC students were short courses’ students and wished to change jobs. They could not undertake training for a long period. Thus, the training duration of short courses was only 1 to 6 months aiming at helping students to obtain semi-skilled worker qualifications. However, their skill level might not meet the requirement of employers or the market. If we wished to improve the skill level, duration of training must be extended. Members were thus suggested to consider striking a good balance between quality and quantity. Executive Director opined that there was a need to increase site practice opportunities for short courses’ students and work with potential employers early enough. FW expressed that HKIC had also discussed the issue on quality and quantity and considered that training quality should be given priority over training quantity.

A member responded that the broad direction was to assist students in acquiring semi-skilled worker qualifications, finding jobs and staying in the industry after graduation. The representative from DEVB expressed that there would be a gradual drop in the working population in Hong Kong. It was necessary to adopt technology which would reduce the manpower requirement. Thus, these elements should be included in training to enhance students’ adaptability and capability to deal with changes. Another member pointed out that at present there were no site practices for short courses and the training period was too short. The member suggested to include two-week site practices in the training of short courses.

YLC added that Construction Diploma Programme (“CDP”) was outcome-based. The objectives of CDP were to understand new technology and industry, and life planning apart from mastering the basic skills. For site practices of short courses, the stakeholders

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in certain trades were consulted. A pilot scheme was first rolled out for the trade of Bricklaying, Plastering & Tiling. The five-day site practice was welcomed by students who suggested the length of site practice could be extended to 10 days with the provision of site allowance. Later, HKIC would consult members of Course Advisory Panels (“CAP”) about the site practices for short courses. As substantial human resources would be required for full-scale implementation of site practice for short courses, only a few trades would implement the pilot scheme of site practice for the time being. Data would be collected and submitted for the discussion of HKICMB and CITB.

A member opined that students of one-year courses had performed well, only enhancement on site practice for short courses was needed. The duration for site practice depended on the trade concerned and could be referred to CAP for discussion. Short courses might be considered for inclusion in the apprenticeship scheme so that students could get a stable job upon graduation to help reduce dropouts.

The Chairperson expressed that HKIC was established with an aim of improving the quality and quantity of teaching, and agreed that teaching quality should be given the priority. It was hoped that more people would be attracted to take HKIC courses after the teaching quality and brand image had been enhanced. In order to retain students in the industry for career development, stable employment opportunities would be of paramount importance. Therefore, apprenticeship scheme should be provided. A member responded that CIC should discuss with contractors and sub-contractors to secure their commitment in joining the scheme.

The Chairman of Construction Industry Council (“CIC”) agreed that the main objective of short courses was to enhance productivity and the trade skills should be recognised by employers. A multi-pronged approach could be adopted to improve quality. Firstly, enrollment screening should be enhanced. Besides, site practices should be increased. Moreover, apprenticeship scheme was the foundation of student training. It was suggested to consider setting up an Apprenticeship Section, working with the Office of the Director of Apprenticeship under Vocational Training Council (“VTC”) or formulating our own apprenticeship scheme. The Secretariat was requested to draft a paper on apprenticeship scheme for CITB’s discussion. The CIC Chairman expressed that CDP students had to go to VTC to study foundation

**AL**

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diploma programme for the time being. HKIC should consider offering foundation diploma programme in the next one to two years, which could help students save time required for travelling and enhance their sense of belonging to HKIC.

**FW**

AL briefed members about the statistical data of the Collaborative Schemes. AL continued that the scheme should focus on the quality instead of the quantity, the monitoring mechanism would be enhanced and the trades would be reviewed. It was also suggested that those trades with low level of participation amongst employers, high drop-out rate and low passing rate should be cancelled. Besides, target-oriented approach might be adopted. A one-off subsidy would be granted to employers only after trainees had obtained semi-skilled worker or skilled worker qualification. The strategic development plan of Collaborative Schemes in the future should include the following directions:

- (1) Regarding the training of semi-skilled workers, Collaborative Schemes should play a supporting role to complement the development of HKIC to avoid competition. Collaborative Schemes should focus on training skilled workers.
- (2) Exploring and developing trades that would be more suitable to adopt collaborative training mode such as crane operators, specific trades, and trades of which the manpower demand might suddenly increase because of certain special projects.
- (3) Upgrading skill level of registered general workers to the level of semi-skilled workers.

The representative of DEVB considered that highly-skilled trades, such as high pressure welders and operators of maritime trades, should adopt the Collaborative Scheme to train local workers as early as possible. AL responded that CIC was willing to work with the industry to provide training for specific trades, yet only the concerned owners and contractors knew the project progress. Thus, the owners and contractors should take the initiative to contact and discuss with CIC on the cooperation soonest possible. YLC added that the management had contacted Kum Shing Group to discuss the training matters after receiving a letter enquiring about the training of high pressure welder in the middle of last year.

CIC Chairman agreed that the Collaborative Schemes should avoid competing with HKIC courses. If training courses for certain

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trades had been offered by HKIC, there was no need for Collaborative Schemes to duplicate the training. Collaborative Schemes should focus on specific trades, such as maritime trades and crane operators. For specific trades, there was a need to strengthen the control and screening of target partners. The management should submit a paper on the enhancement and development direction of the Collaborative Schemes for CITB's discussion.

JyL

The Chairperson pointed out that the Collaborative Scheme was launched in 2011 with the aim of training more workers. Employers would try their utmost to recruit workers or request HKIC to increase training quota if there was a shortage of labour. Therefore, Collaborative Schemes should not aim at achieving the training quota target. Instead, we had to consider whether the Schemes should be retained and in what form the Schemes to be carried out. The Chairperson requested the Secretariat to submit a paper on the improvement and way forward of Collaborative Schemes for CITB's discussion in the next meeting.

JyL

AL briefed Members about the proposed 3-year strategic plan of Trade Testing and the objective was to be a reliable, equitable and efficient trade testing centre by analysing market expectations, adopting good methodology of operation, strengthening trade testing structure, enhancing quality management measures and staff training to uplift service quality. Besides, the number of trade tests would be increased through computerisation, renovation of workshops and standardisation of facilities.

The representative of DEVB enquired if there was any comparison of practical test requirements of common trades in different areas. AL responded that CIC had commissioned the University of Hong Kong to conduct a study on comparing the practical test requirements of common trades in neighbouring territories like Singapore. Findings of the study showed that the assessment requirements in Hong Kong were higher than those in Singapore.

**3.4 Proposed HKIC 3-year Programme Plan for 2018/19 to 2020/21 (including 2018/19 training places) (for approval)**

Members took note of Paper CIC/CTB/P/023/18. It was noted that the suggestions were accepted by HKIC Management Board ("HKICMB"), and HKICMB members' comments had been incorporated into this paper. It was also noted that:

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- (1) The management would follow the “Quality Assurance Manual” to plan for courses for the upcoming three years and set the number of training places for the coming year (2018/19).
- (2) As other institutes in Hong Kong stipulated their academic year from September of a calendar year to August of the following calendar year, the academic year of HKIC would revert to the past practice of using academic year, i.e. from September of a calendar year to August of the following year.
- (3) Kwai Chung Campus would launch electrical & mechanical programmes in the first quarter of 2019.
- (4) HKIC was conducting a study on the establishment of a completely new campus in the current location of Tai Po Training Ground. It was noted that the existing 11 outdoor training grounds were leased on short-term tenancy and DEVB over the past few years spared no efforts in looking for suitable venues to replace the outdoor training grounds to be returned to the government. The management would optimise the use of outdoor training grounds to avoid affecting the training places being offered in those sites.
- (5) Currently, BIM department was responsible for the provision of BIM courses. The concerned courses, once their curriculums were well developed, would be returned to HKIC for administration in late 2019.
- (6) Starting from the new academic year in September 2018, full-time courses would be renamed to reflect the qualifications the courses obtained so as to standardise the naming of HKIC courses in line with their qualifications.

YLC briefed Members about the proposed training places for the academic year 2018/19. Members approved the training places in 2018/19 and the recruitment of 3 instructors and 1 lecturer (on two-year time-limited contract). The training places in 2018/19 were as follows:

	Courses	Proposed training places for 2018/19
Full-time courses	(a) Basic Craft Courses	440
	(b) Construction Diploma Programme	180
	(c) Construction Supervisor /	275

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	Technician Programmes (18+6)	
	(d) Regular Adult Short Courses	797
	(e) Adult Short Courses – Enhanced Trades	4,125
	(f) Short Courses jointly organised with Correctional Services Department	75
	(g) Enhanced Construction Supervisor / Technician Scheme (9+6)	200
	Total:	6,092
Part-time courses	(a) Skills Enhancement Courses	4,718
	(b) Technology & Management Related Courses	6,807
	(c) Safety Training Courses	70,845
	(d) Certification Courses for Construction Skills & Machinery Operation	8,505
	(e) Regular Commissioned Courses for other institutes	500
	(f) Irregular Commissioned Courses	800
	Total:	92,175

The CIC Chairman pointed out that the government subsidy for and training places of the Enhanced Construction Supervisor / Technician Training Scheme (“ECSTS”) would be used up soon. The management should consider whether the scheme had to continue by using the levy collected from the construction industry. Besides, DEVB had allocated some sites to CIC for training purpose in the past few years. However, some training grounds were too small. Resources should be focused on large training grounds. The CIC Chairman expressed that admission of Diploma in Construction Programme (CDP) should be stringent in order to reduce the dropout. It was necessary to consider how to introduce a physical fitness tests for admission of Bar-bending and Fixing course. The CIC Chairman also requested the management to monitor the quality of Commissioned Courses. The Executive Director pointed out that the BIM courses could be returned to HKIC for administration in late 2018.

The representative of DEVB responded that DEVB was now vetting three sites for CIC’s training purpose and would liaise with Lands Department on the possibility of extending the short-term tenancies of some of the training grounds to 5 or 7 years. In response, YLC pointed out that with a view to cater for the accreditation of programmes, HKIC had formulated a new recruitment policy for CDP. The management would follow up the issue on introducing physical fitness tests for Bar-bending and Fixing Course. Furthermore, commissioned courses would be offered according to the quality assurance mechanism of HKIC, and resources would be focused on providing full-time and part-time programmes.

**YLC**

**3.5 Training Places and Budget Estimate for Collaborative Training Schemes in 2019 (for approval)**

Members took note of Paper CIC/CTB/P/024/18, and approved the estimated expenditure of about HK\$120 million and training places for collaborative training schemes in 2019:

	Collaborative Scheme	Training places for 2019
For training Skilled Workers	Construction Tradesman Collaborative Training Scheme	1,800
	Contractor Cooperative Training Scheme	500
	Contractor Cooperative Training Scheme – E&M Trades	200
	Total:	2,500
For training Semi-skilled Workers	Advanced Construction Manpower Training Scheme - Pilot Scheme (Structured On-The-Job)	300
	Advanced Construction Manpower Training Scheme - Pilot Scheme (Skills Enhancement Courses)	500
	Total:	800

**3.6 Employers’ and Graduates’ Satisfaction Survey Report of Full-Time Training Courses in 2016-2017 (for information)**

Members took note of Paper CIC/CTB/P/025/18 with no further

comments.

**3.7 Summary Notes of 2<sup>nd</sup> Meeting of Hong Kong Institute of Construction Management Board in 2018 (for information)**

Members took note of Paper CIC/CTB/P/026/18 with no further comments.

**3.8 Summary Notes of 1<sup>st</sup> Meeting of Task Force on Trade Testing in 2018 (for information)**

Members took note of Paper CIC/CTB/P/027/18 with no further comments.

**3.9 Summary Notes of 1<sup>st</sup> Meeting of Task Force on Collaborative Schemes in 2018 (for information)**

Members took note of Paper CIC/CTB/P/028/18. JyL reported that in order to speed up and simplify the approval procedures of ACMTS, the management raised a suggestion at the Task Force meeting on 12 April 2018. It was proposed that there was no need to seek approval from the Task Force via circulation and the management could inform the concerned organisations to launch the training directly if the applications were verified and approved by the management. If there was special situation or a need for additional funding, a paper would be submitted to the Task Force and CITB for approval. There was no objection from the Task Force. The proposal was now submitted to CITB for consideration. Members approved the suggestion and requested the management to submit report on applications to the Task Force for information on a regular basis.

**3.10 Estimated Waiting Time for Full Time Adult Short Courses (for information)**

Members took note of Paper CIC/CTB/P/029/18 with no further comments.

**3.10 Table on Waiting Time and Data for Trade Tests (for information)**

Members took note of Paper CIC/CTB/P/030/18 with no further comments.

**3.11 Table on Waiting Time for Plant and Machinery Operation Certification Course cum Tests (for information)**

Members took note of Paper CIC/CTB/P/031/18 with no further comments.

**3.12 Statistical Data of Advanced Construction Manpower Training Scheme – Pilot Scheme (for information)**

Members took note of Paper CIC/CTB/P/032/18 with no further comments.

**3.13 Any Other Business**

**Hong Kong Construction Youth Skills Competition**

IK reported that Hong Kong Construction Youth Skills Competition would be held at Trade Testing Centre on 23 June 2018, followed by an award presentation ceremony on 25 June. The winners would be invited to participate in Young Lo Pan Awards Contest and WorldSkills Competition 2019, and would receive a \$5,000 cash prize and a trophy. IK invited members to join the event.

**3.14 Tentative Schedule for the 4<sup>th</sup> Meeting in 2018**

The next meeting was tentatively scheduled for 6 July 2018 (Friday) at 9:30 a.m. at Board Room, 38/F COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.

There being no further business, the meeting adjourned at 12:25 p.m.

**CITB Secretariat**

**May 2018**