

Construction Industry Council

Construction Industry Training Board

Meeting No. 001/18 of the Construction Industry Training Board (CITB) was held on Tuesday, 30 January 2018 at 9:30 a.m. at Board Room, 38/F COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.

Present:	Allan CHAN Sau-kit	(SKC)	Chairperson
	CHAN Kim-kwong	(KKCN)	
	CHAN Pat-kan	(PKC)	
	CHENG Sau-kuen	(SKCg)	
	Joseph CHI Wuh-jian	(JCI)	
	Henry CHAU Bing-che	(BCC)	
	Amelia FOK Ching-yin	(CYF)	
	Peter LAM Oi-ki	(OKL)	
	NG Kwok-kwan	(KKN)	
	Dennis WONG Chiu-lung	(DW)	
	YU Sai-yen	(SYYu)	
	Joey LAM Kam-ping	(KPL)	
	Mimi NG	(MN)	for MAK Ping-sang
In Attendance	YAU Hau-yin	(HYYu)	Development Bureau
	Raymond IP Wai-man	(RI)	Development Bureau
	CHAN Ka-kui	(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, HKIC
	CHU Yin-lin	(YLC)	Assistant Director – Training (Acting), HKIC
	Ivan KO	(IK)	Senior Manager – Trade Testing
	Davis LIU	(DsL)	Principal, Kowloon Bay Campus, HKIC
	Kelvin LIN	(KnL)	Senior Manager – Centre for Professional Development, HKIC
KAN Wai-Hung	(KWH)	Principal (Acting), Kwai	

	Jamie CHAI	(JeC)	Chung Campus, HKIC Manager – Career Support Services
	Jimmy LEUNG	(JyL)	Manager (Acting) – Collaboration Scheme
	Priscilla TAM	(PTm)	Manager - Board Services & Administration Support
	Formula CHAN	(FMC)	Assistant Manager – CITB – - Secretariat
Apologises:	CHIANG Yat-hung	(YHC)	

Minutes

Action

1.1 Confirmation of Progress Report of the Last Meeting

Members took note of Paper CIC/CTB/R/006/17 and confirmed the Minutes of the 6th meeting held on 14 December 2017.

1.2 Matters Arising from the Last Minutes

Item 6.6.4 – Forming STEM Alliance with Secondary Schools

It was noted that CIC colleagues had contacted Hong Kong Construction Association (“HKCA”) and asked for information related to bridge building competition for reference.

Item 6.7.2 and 6.8.5 – Re-offering Mobile Crane Operation Course at Shatin Training Ground, and Adding Working Platform at Tuen Mun Training Ground for Increasing the Number of Training Places for Excavator Operation Training Courses and the Related Expenditure

It was noted that the management had considered adopting a more cost-effective way, Collaborative Training Scheme, to train crane operators after reviewing the related proposal.

Construction Industry Council (“CIC”) Chairman opined that

Action

it was not practicable solely for CIC to train heavy crane operators. Besides, graduates would leave the industry if they were not able to find a job which led to wastage of resources. Therefore, the industry should fully support CIC. In order to use resources effectively, CIC could provide initial training while students could be trained by qualified trainers of the industry at construction site. Advantage of collaborative training scheme was “First-hire-then-train” so that post-graduation employment could be ensured. CIC Chairman requested the Secretariat to submit a proposal on training crane operators under Collaborative Training Scheme to Construction Industry Training Board (“CITB”) for discussion.

JyL

The Chairperson stated that CITB had discussed the issue and considered that the training cost was high in the previous meeting. However, CITB endorsed to provide training because of the industry demand. The Chairperson also stated that post-graduation employment opportunities must be ensured and CITB might further discuss on this issue.

(SYYu joined at this juncture)

YLC added that CIC has launched Contractor Cooperative Training Scheme - Crawler Crane Operation (Apprenticeship), wherein one student would be trained by one instructor on site. The response was not ideal and implementation should be enhanced. CIC Chairman requested the Secretariat to submit a detailed plan to CITB for discussion and appealed to the industry for more support.

JyL

Item 6.8.6 – Sludge Problem in Tuen Mun Training Ground

It was noted that the drainage and retaining wall works had been almost completed, and the result was satisfactory. Environmental Protection Department would soon be invited to conduct a site visit.

Item 6.17.1 –Statistical Data of Advanced Construction Manpower Training Scheme – Pilot Scheme (Skills Enhancement Course)

It was noted that the management would extend the training hours (approximately 15 hours to 23 hours) of the following trades after discussing with labour unions and conducting student surveys. The management would later submit a paper

Action

for CITB's approval.

- (1) Bricklayer / Plasterer / Tiler;
- (2) Electrical Wireman;
- (3) Painter and Decorator; and
- (4) Bar Bender & Fixer.

(BBC Joined at this juncture)

1.3 Organisation Structure and Membership List of Construction Industry Training Board in 2018 (for approval)

Members took note of paper CIC/CTB/P/001/18, the organization structure and membership list of CITB in 2018. AL clarified that annex in paragraph 3.1 of this paper should be Annex B.

Members endorsed the following suggestions:

- (1) The Hong Kong Institute of Construction ("HKIC") would focus on having the courses to be recognised under Quality Framework, so that students might have a better pathway and more talents might be attracted to join the construction industry. As conservation of built heritages might not be the focus for the time being and no meetings had been held by the Task Group on Heritage Maintenance since September 2014, the Task Group had to be dissolved.
- (2) SYYu, CITB member, was appointed as the Chairperson of the Task Group on Construction Safety Courses with effect from year 2018.
- (3) The terms of office for all Task Forces and Task Groups would be from 1 January to 31 December 2018 while for CAP would remain unchanged as 2 years, i.e. from 1 January 2018 to 31 December 2019.; and
- (4) The membership lists of Task Forces and Task Groups under CITB.

(SKCg joined at this juncture)

1.4 List of Machinery Equipment to be replaced in 2018 (for information)

Members took note of paper CIC/CTB/P/002/18. It was noted

Action

that a total of 4 machineries needed to be replaced in 2018. These include a crawler type telescopic mobile crane, a wheeled telescopic mobile crane and two excavators.

Executive Director pointed out that Hong Kong Institute of Construction Management Board (“HKICMB”) had been established under CITB. The relationship between CITB and HKICMB and the management structure concerned were also endorsed. The overall concept was to delegate power to HKICMB, whereas CITB would need to review and approve the financial budget every year. If HKICMB had endorsed the proposals of machinery replacement and the concerned budget had been included in the annual financial budget as well as submitted to CITB for approval, there was no need to submit paper to CITB for discussion. The Chairperson and CIC Chairman both agreed with Executive Director and stated that the budget had already been approved by CITB so that there would be no need to submit this paper to CITB.

1.5 Review on the Draft of Final Report on Consultancy Services for Training and Development Department (for information)

Members took note of paper CIC/CTB/P/003/18, and noted the main suggestions by consultants summarised as follows:

- (1) Transforming the CIC Training Department into the Hong Kong Institute of Construction;
- (2) Mandating monthly wages for all subsidised collaborative training schemes;
- (3) Reforming Collaborative Training Schemes for semi-skilled workers
- (4) Enhancing Collaborative Training Schemes for skilled workers;
- (5) Strengthening trade tests and certification tests;
- (6) Adopting a more proactive trainee recruitment strategy;
- (7) Revamping the management structure of Training and Development Department; and
- (8) Revamping CITB Governance Structure.

CIC had adopted first 4 recommendations by establishing HKIC, adopting monthly wages for all Collaborative Training Schemes, reviewing and enhancing Collaborative Training

Action

Schemes. The remaining recommendations were only for the management's reference for formulating the future enhancement works.

CIC Chairman emphasized that monthly wages system would be an important policy of CITB and a significant direction of the construction industry. CIC, as a leading organisation of the industry, had already adopted monthly wages system and included this as a term of the Collaborative Training Schemes to proactively promote and lead the adoption of monthly wages in the industry.

1.6 Progression Pathway for Graduates of Diploma in Construction Programme of Year 2017-2018 (for endorsement)

Members took note of the paper CIC/CTB/P/004/18 and endorsed the proposed pathway for graduates of Diploma in Construction Programme of the Year 2017-2018. If graduates wished to have further study, they might consider joining Apprenticeship Scheme and continue to study the Diploma of Foundation Studies (Engineering) offered by Vocational Training Council ("VTC") or even Higher Diploma. Employers were advised to hire graduates on a monthly wages of no less than HK\$13,500 and the students would also receive a subsidy of HK\$1,500 provided by the government through the Earn and Learn Scheme. Thus, the actual monthly take-home pay of a student would add up to HK\$15,000 for the first year. To encourage employers to sign apprenticeship contracts with students, CIC would provide a monthly subsidy of HK\$3,500 to employers who would be advised to give double pay every year to students with good performance. Furthermore, CIC would fully subsidise the tuition fees of HK\$11,000 for their second-year study of the Diploma of Foundation Studies (Engineering) in VTC. For the second year of contract, employers were advised to hire graduates on a monthly wages of no less than HK\$18,000 and the students would receive a subsidy of HK\$2,000 provided by the government through the Earn and Learn Scheme. Thus, the actual monthly take-home pay of a student would add up to HK\$20,000. CIC would increase the monthly subsidy to employers to HK\$4,000 and employers would be advised to give double pay every year to students with good performance. Furthermore, if students wished to continue to take the Higher

Action

Diploma Programme after completing the Diploma of Foundation Studies (Engineering), CIC would subsidise half of the tuition fees of their first-year study of the Higher Diploma Programme in the amount of about HK\$5,000 with the remaining half to be subsidised by the employers. The total estimated additional budget was \$9,785,000. Alternatively, graduates might join the Advanced Construction Manpower Training Scheme - Pilot Scheme (“ACMTS-Pilot Scheme”). Participants of either one of the schemes might become a skilled worker and specified trade supervisor / site supervisor. To provide progression pathway for the graduates, Members also agreed to add “joiner” to ACMTS-Pilot Scheme under category 2 with a training period of two years. The stipulated wages and proposed subsidies provided by CIC would be the same as these for the metal worker, painter and decorator.

A Member enquired the proportion of employers having switched to monthly wages system in the construction industry. The Chairperson responded that CIC could consider to conduct the related analysis.

CIC Chairman opined that CIC spent much time a year ago in developing Diploma in Construction Programme which would be the foundation for knowledgeable workers in the future. As CIC had invested huge resources, those students should be followed up with Apprenticeship Scheme to ensure that they would stay in the industry upon graduation. The development of courses based on whether employers were willing to sign the apprenticeship contract and short course training mode might be used for certain trades if there was a lack of apprenticeship training opportunities. The Chairperson requested the representative of Hong Kong Construction Sub-Contractors Association (“HKCSA”) to seek for its members’ support on the Apprenticeship Scheme. The representative responded that Hong Kong Painting Contractors Association fully supported the Scheme, and that the salary offered to students were higher than the amount specifically required.

A member expressed his support to the Apprenticeship Scheme and his concern about the monitoring mechanism which was not mentioned in the above paper. Graduates concerned not only their salaries but also whether they could learn relevant skills. As some apprentices were arranged to do patch up works, CIC should ensure that apprentices could learn skills in

Action

accordance with the learning schedule. The Chairperson agreed that CIC should follow up with the issue concerned.

KKCN also agreed that a monitoring mechanism would be needed. He also expressed that the trade union would establish a learning process and apprentices could learn different techniques every two to three months.

Another member inquired about the students' response as the courses had been started for several months. YLC responded that a few students opted out of the courses in the early stage while others were now fully engaged in their studies. CIC Chairman added that students of Diploma in Construction Programme might join Apprenticeship Scheme only after graduation. The students at this stage had not graduated yet.

JeC said that Career Support Services team would visit students and arrange monthly activities for students to share learning experience. CIC would release subsidy to employers who had document proof. Office of the Director of Apprenticeship under VTC also had a monitoring mechanism. KWH added that CIC students had also participated in Apprenticeship Scheme before. Students would regularly report to CIC instructors on their learning progress. Employers were also required to keep a record on the work performed and progress made in the specified form which would be endorsed by Office of the Director of Apprenticeship.

A member responded that the monitoring mechanism relied on document proof solely could not reflect the actual situation. The member continued that CIC should have a grasp of the learning progress and enhance the monitoring. In response to members' concerns, Chairman requested the Secretariat to submit a paper on monitoring mechanism and then submit a report on the results subsequently.

JeC

1.7 Summary Notes of HKICMB 2nd Meeting in 2017 (for information)

Members took note of paper CIC/CTB/P/005/18, and noted the summary notes of the 2nd HKICMB meeting held on 7 December 2017. Members also noted that 7 committees and sub-committees would be set up under HKIC. The management would invite members with education

Action

background to join Programme Committee, Quality & Accreditation Committee and Management Committee. A graduate representative would also be invited to join the Programme Committee.

1.8 Summary Notes of Meeting No. 004/17 of Task Force on Trade Testing (for information)

Members took note of paper CIC/CTB/P/006/18, and noted the summary notes of the 4th meeting of the captioned Task Force held on 20 November 2017. It was noted that a written test in the format of multiple-choice questions would be added to Intermediate Trade Tests, and that Steering Group on Implementation of CWRO Amendments had successfully completed all the tasks.

A member expressed that members of the Course Advisory Panel (“CAP”) on Painting, Decorating & Sign-writing unanimously agreed to amend the content of question paper regarding Painter and Decorator (Surface Filling) of Trade Test. He continued that some plasters had been used for more than 10 years and gypsum plaster had already been used for more than 20 years in the industry. In order to enhance the skill level, the test content must be kept abreast of the times. However, The Task Force on Trade Testing suspended the amendment. The member would like to raise the issue to CITB for discussion.

A member representing labour union declared that he was the Chairperson of the Task Force on Trade Testing. The member stated that he had consulted the Executive Committee of Hong Kong and Kowloon Painters General Union about the amendment of the test content and the it had different opinion. The member said that he had expressed the views to the Chairperson of the CAP. The member suggested the Management to contact the Executive Committee and listen to their views on the amendment and then raise the issue to the Task Force after reaching a consensus.

The Chairperson requested the management to contact the Labour Union and the Chairpersons of CAP to follow up.

IK

CIC Chairman asked the management the estimated number of trade testing applications in 2018. IK replied that the estimated

Action

number of applications was around 27,000. The Chairperson opined that "Designated Workers for Designated Skills" ("DWDS") Provision had already been launched and wondered why applications remained at a high level in 2018. A member responded that some workers might not be aware of the provisions at the beginning. The member continued that workers had to apply trade tests at that time so that they could carry out construction works on construction site as DWDS had been implemented. Therefore, number of application would remain similar to that of 2017 but would gradually go down.

1.9 Table on Estimated Waiting Time for Full-time Adult Short Courses (for information)

Members took note of paper CIC/CTB/P//007/18, and of the estimated waiting time of the three types of Full-time Adult Short Courses as at 31 December 2017. The waiting time for both craft courses and technician level courses were within the six-month indicator. After the management had increased the number of training places through different methods including collaborative training scheme, waiting time for machinery operation courses was expected to be gradually reduced .

1.10 Table on Waiting Time for Trade Tests (for information)

Members took note of paper CIC/CTB/P/008/18 and the table on the waiting time for trade tests as at 31 December 2017 in which 96% trade tests (Trade Tests and Intermediate Trade Tests) met the 2-month indicator. Three trade did not reach the indicators, and two of which had recorded a high absence rate. In order to improve the situation, CITB has endorsed Trade Testing Centre to take punitive measures against candidates who absent without reason with effect from January 2018. The management would keep monitoring effectiveness of the measures.

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

Members took note of paper CIC/CTB/P/009/18, and noted that around 78% of plant and machinery operation tests met the indicator of 2-month waiting time as at 31 December 2017. Six trades were not able to meet the target, of which the trade of

Action

Builders' Lifts took a relatively longer waiting period. It was estimated that the waiting queue could be mitigated in February 2018.

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

Members took note of paper CIC/CTB/P/010/18, and the statistical data of the captioned Pilot Scheme from 1 September 2015 to 31 December 2017.

A member pointed out that passing rate for certain trades of skills enhancement courses was relatively low and asked about the reason. JyL responded that the management had reviewed this together with labour union and found that 90 training hours was too short for some courses. The Secretariat suggested extending the training hour for certain trades and would submit a paper regarding this matter to CITB for discussion.

A member said that enrolment requirement for trainees of the above scheme had been relaxed since January 2018 and enquired the publicity plan. JyL replied that CIC would promote this to registered workers through SMS. The Chairperson instructed the management to enhance promotion.

JyL

CIC Chairman opined that the Structured On-the-job Scheme must be enhanced as the dropout rate was high and only around 30% students had successfully completed the scheme and passed the trade test. JyL replied that in response to the high drop-out rate, an interim review of the scheme was completed in October 2017. It was found that most of the students opted out of the training in the first six months. In order to reduce the dropout rate, CITB had endorsed to add mid-term bonus and increase the amount of bonus upon graduation.

CIC Chairman opined that review should be raised to a higher level such as pooling resources for semi-skilled worker training until it could meet the market need, after that other ancillary measures such as skills enhancement courses could be considered as the direction of training skilled workers.

A member representing labour unions expressed many workers considered that the length of Structured On-the-job Training was too long. The workers would prefer Skills Enhancement

Action

Courses as their skill level could be upgraded to that of skilled workers and they could obtain skilled-worker qualification and salary in a relatively short period of time. Some workers joined Structured On-the-job Training as per their employers' instruction. They would opt out of the training if they knew they could complete the skilled workers training courses in a shorter period of time. Some of those workers had also applied Labour Union's Skilled Enhancement Courses while the applications were rejected by the Labour Union.

Another member stated that the 90-hour skills enhancement course could only help them passing the trade tests. Structured On-the-job Training aimed at training practised skilled workers and enhancing skill level of the construction industry. To become a practised skilled worker, it should take two to three years to work on site. Otherwise, it might affect construction quality. Therefore, it was necessary to continue Structured On-the-job Training. The member suggested that CIC should conduct an in-depth review on the trades with high dropout rate.

The Chairperson opined that CITB had discussed the issue of high dropout rate and considered that employers also had responsibility to retain students. A member wondered why CIC should pay bonus but not the employers made effort to retain the students.

A member opined that in order to prevent employers from abusing the mechanism and subsidy, CIC should verify application rigorously and meet employers and employees as well as ensure that both of them intended to join the scheme before accepting their applications. CIC Chairman pointed out that it was worthwhile to make reference to the successful trades with low dropout rate and high passing rate and agreed that the applications should be examined prudently.

A member opined that workers were only responsible for specific tasks due to the implementation of DWDS. It would be difficult for them to learn the skills through a single employer for some specific trades on site. In this connection, the workers could hardly pass the mid-term assessment and would then withdraw from the Scheme.

A member stated that the Scheme adopted monthly-wages

Action

system. Some trainees might not be able to adapt to the new practice immediately since they were paid on a daily basis and enjoyed flexible working hours before.

The Chairperson pointed out that monthly-wages system was an important and major policy that would be beneficial for safety, quality and environmental protection of construction industry. However, it would take time to implement. The Chairperson concluded that the ACMTS interim review was conducted in October 2017 and new measures would be implemented in January 2018 and then be reviewed half year later. The management was instructed to review the approval procedure at the same time.

JyL

1.13 Any Other Business

Application for Subsidies for “Advanced Construction Manpower Training Scheme”

AL opined that the application for subsidies for “Advanced Construction Manpower Training Scheme (January 2018)” would be submitted to Task Force on Collaborative Schemes to seek for approval.

The First Outstanding Alumni Award

JeC reported that the First Outstanding Alumni Award would be carried out this year. The nomination deadline was 31 March 2018. She invited members to support the Award. It was tentatively decided that the Award and Presentation Ceremony would be held at the Alumni Lo Pan Dinner on 14 July 2018.

Visiting Trade Testing Centre in Aberdeen

The Chairperson and CIC Chairman invited all members to visit the CIC Trade Testing Centre in Aberdeen on 22 February 2018 to receive a management report of Trade Testing Centre.

1.14 Tentative Schedule for the 2nd Meeting in 2018

The next meeting was tentatively scheduled for 19 March 2018 (Tuesday) at 9:30 a.m. at the Meeting Room of Construction Innovation and Technology Application Centre, G/F, HKIC-Kowloon Bay Campus, 44 Tai Yip Street, Kowloon Bay,

Kowloon.

There being no further business, the meeting adjourned at
11:10 a.m.

**CITB Secretariat
February 2018**