

Construction Industry Council

Construction Industry Training Board

Meeting No. 007/15 of the Construction Industry Training Board (CITB) was held on Friday, 17 July 2015 at 2:30 p.m. at Conference Room, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wanchai, Hong Kong.

Present:	Ir Dr PANG Yat-bond, Derrick Mr CHAN Pat-kan Ms CHENG Sau-kuen Prof CHIANG Yat-hung Sr CHONG Wing-hong, Benjamin Mr NG Kwok-kwan Ir SYNN Raymond-cheung Mr TSE Chun-yuen Mr LAM Kai-chung, Albert Mr LEUNG Yuk-keung	Chairman Member Member Member Member Member Member Member Member Member
In Attendance:	Dr HO Wai-wah	Member of Task Force on Sub-contractor Cooperative Training, On-the-job Training, E&M Training and Subsidy
	Mr LOK Kwei-sang, Tandy	Chairman of Task Force on Training
	Mr WU Kwok Yuen, Jacky Mr LAM Shing Tim	Ch AS (Works) 6 On behalf of AS (Works Policies) 9
	Ir Alex LEUNG	Director - Training & Development, CIC
	Ms Katherine TAM Ir CHU Yin-lin	Senior Manager - Finance, CIC Senior Manager - Training & Development, CIC
	Mr Ivan KO	Senior Manager - Training & Development, CIC
	Ir Victor WONG	Senior Manager - Training & Development, CIC
	Ir Julian LEE Ms Jamie CHAI	Manager - Research, CIC Manager - Trainees Career Support, CIC
	Mr Jimmy LEUNG	Manager - Training & Development (Acting)
	Ms Formula CHEN	Assistant Manager - Board Services, CIC
	Ir Venice HUNG	Assistant Manager - Management Support, CIC

	Ms Shirley LAM	Senior Officer - Board Services, CIC
Presenter:	Ms WONG Kit Mui, Corinna	Regional Officer/Hong Kong Island, ICAC (Agenda Item 7.1)
	Mr Tommy LEUNG	Mercado Solutions Associates Ltd. (Agenda Item 7.6)
	Ms Dorothy CHUNG	Mercado Solutions Associates Ltd. (Agenda Item 7.6)
	Mr Ivan WONG	Director - Registration Services, CIC (Agenda Item 7.12)
	Ms Estella TSUI	Senior Manager - Corporate Developments, CIC (Agenda Item 7.12)
	Ms Esther LAI	Manager - Corporate Communication & Marketing (Agenda Item 7.12)
Apologies:	Ir HO Ngai-leung, Albert Mr LAM Ping-hong, Robert Mr LAI Sai-hong Mr SZE Kyran Mr FU Chin-shing, Ivan	Member Member Member Member Member of Task Force on Trade Testing

Progress Report

Action

7.1 Anti-corruption presentation by Independent Commission Against Corruption (ICAC)

7.1.1 Ms Corinna WONG, representative from ICAC, briefed Members about the integrity management of public organizations, which included definitions of public organizations and public servants as well as relevant provisions stipulated under Section 4 of Prevention of Bribery Ordinance. Circumstances pertaining to conflict of interest and misconduct of public servants were illustrated by different cases and examples and the measures for handling conflict of

Action

interest were also explained.

- 7.1.2 Director requested Members to note that the Secretariat had submitted the updated CIC's "Code of Conduct for Members" under Agenda Item 7.4 for Members' perusal and comments.
- 7.1.3 A Member asked about corruption in construction industry over the past ten years. Representative of ICAC stated that she did not have the data on hand but the number of reported cases in relation to the industry had been within Top 5 over the years. Among the reported cases, 60% involved private organizations, 30% involved Government departments and the remaining 10% involved employees of public organizations. In response to the question from a task force member attending the meeting, she further explained the circumstances pertaining to "misconduct in public office" and quoted relevant examples. Ms WONG then quoted another example. If confidentiality over contents of and information for the discussion was explicitly expressed by the CIC, it would be treated as "misconduct in public office" should a Member disclose such to others in private.
- 7.1.4 Chairman thanked Ms Corinna WONG of ICAC for giving a presentation on anti-corruption. Ms WONG left the meeting at this juncture.

7.2 Confirmation of Progress Report of the last meeting

Members took note of Paper CIC/CTB/R/006/15 and confirmed the Progress Report of the 6th meeting held on 23 June 2015.

7.3 Matters arising from the last meeting

- 7.3.1 Agenda Item 6.3.5—Explanatory session on work plan and financial estimates of CITB for 2016

Director reported that the Secretariat had arranged an explanatory session for Members on 6 July 2015. Two Members and a representative from DEVB were

Action

present on that day. Members could go through the revised work plan and financial estimates of CITB for 2016 under Agenda Item 7.10 later.

7.3.2 Agenda Item 6.4.8—Supplementary document of Advanced Construction Manpower Training Scheme (ACMTS) – Pilot Scheme

7.3.2.1 As regards the proposal in the last meeting to review the trades with relatively large difference between the full monthly salary and basic monthly salary as well as to raise the basic salary where appropriate to narrow down the difference, Director said that it was now proposed trainees be given full salary if they attained full attendance for the month. If attendance of trainees was affected by delay in construction or inclement weather conditions, employers could only deduct the salary in proportion for the days of absence on the basis of 25 days per month. Concreting was quoted as an example. The new proposal maintained the protection for trainees in receiving basic monthly salary had been discussed with Hong Kong Construction Sub-Contractors Association and labour unions. If a trainee worked for less than 20 days per month, CIC had its monitoring and appeal mechanisms to first understand from the trainee or the employer about the actual situation. If a breach was found, CIC would inform the employer in writing that the concerned situation must be rectified within a given time frame and documents must be submitted to explain the situation, otherwise, CIC would reserve the right to terminate the agreement, stop issuing all reimbursable subsidies and recover the subsidies already given out. The concerned employer may not participate in or re-apply for ACMTS-Pilot but appeal could be made and submitted to relevant task forces for consideration. Director also stated that the management was now drafting the details of the proposal and would put it in the framework

Action

document of ACMTS-Pilot.

7.3.2.2 A Member opined that the term of absence should be carefully defined. The protection of basic monthly salary should only provide cover for the days when trainees were told by employers not to go to work due to delay in construction or inclement weather conditions. If a trainee was absent on his/her own choice, he/she should not be covered with the protection. Director expressed that the learning progress of the trainee would also be affected, and CIC would then need to take follow-up actions.

7.3.2.3 Director pointed out that the above newly proposed deduction of salary from full monthly salary in proportion for the days of absence had replaced the idea of a 20-day threshold as suggested in the last meeting. The problem of the great disparity between the full monthly salary and the basic monthly salary was also avoided. Members had no objection to the proposal.

7.3.3 Agenda Item 6.4.11—Data on the monthly working days of each trade

Director reported that Worker Registration Offices conducted a phone survey between October 2014 and January 2015 on 900 more registered semi-skilled workers covering 20 trades, which included Bar Bender and Fixer, Carpenter (Formwork), Concretor, Bricklayer and the like. It showed that most of the respondents could work 5 days per week on average.

7.3.4 Agenda Item 6.7.2—Construction Manpower Seminar 2015 – Post-event Report

Director reported that no request from Members to follow up any discussion items was received up till now. However, appropriate discussion items might be selected for an in-depth discussion depending on the meeting agenda in the future.

	<u>Action</u>
7.3.5	Agenda Item 6.8.3—Pass mark of crane operator test Members noted that Task Force on Trade Testing would meet at the end of July to review the pass mark of crane operator test conducted by CIC.
7.3.6	Agenda Item 6.8.7—Enhancement of knowledge on supervision and operation of cranes for frontline supervisory staff Members noted that the management were compiling information for the course in question.
7.3.7	Agenda Item 6.9.4—Report on applications of trade tests Members noted that the management had drafted a paper on the actual number of test applicants and the expected number of applicants for discussion later.
7.3.8	Agenda Items 6.9.9 and 6.9.11—CIC and Hong Kong Construction Sub-Contractors Association jointly visited construction sites of sub-contractors Members noted that the management would liaise with the Association to visit construction sites of the Association's member sub-contractors for promotional activities and on-site trade registration. Moreover, Construction Workers Registration Board Secretariat was invited to give a briefing on the overall publicity plan for "senior workers registration arrangement" and trade tests later.
7.3.9	Agenda Item 6.9.12—Review of the proposed Construction Industry Subsidy Training Scheme (CISTS) Director reported that the management was now reviewing the effectiveness of various cooperative training schemes and the proposal of CISTS. Discussion with industry stakeholders would also be continued. Chairman supplemented that CISTS might not be able to increase participation of employers in

Action

view of the effectiveness of various current cooperative training schemes. In the meantime, the need of employers of individual trades would be explored as per the comment from Chairman and a suitable cooperative training scheme would be designed to enhance the rate of participation.

7.4 Code of Conduct for Members (for discussion)

Members took note of Paper CIC/CTB/P/074/15 and noted the revised and updated Code of Conduct for Members with reference to the sample ordinance of ICAC. Upon receiving subsequent approval by CIC, the Code would become effective from 1 January 2016. By then, Members had to sign for acknowledgement and make necessary declaration every year. Members had no comment towards the Code of Conduct for Members.

7.5 Development Strategy for Construction Industry in Hong Kong (for discussion)

Members took note of Paper CIC/CTB/P/075/15 and noted the final draft report on development strategy for construction industry in Hong Kong as submitted by McKinsey & Company. Director introduced Ir Julian LEE, who was Manager-Research at CIC and was responsible for all CIC's research projects, to Members. He continued to say that the draft report was first submitted for Members' perusal while its Chinese version was expected to be completed in September 2015. By that time, the consultant would be invited to give a presentation at CITB's meeting. Director also said that any comment regarding the final draft report could be made in advance to let the consultant provide response in the subsequent presentation.

All Members

7.6 Survey report on employers and trainees 2013/2014 (for discussion)

7.6.1 Members took note of Paper CIC/CTB/P/076/15 and noted the presentation given by Mr Tommy LEUNG and Ms Dorothy CHUNG from Mercado Solutions Associates Ltd., who were responsible for the captioned survey.

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| 7.6.2 | A Member asked about the lower level of satisfaction from employers of trainees of full-time courses when compared with trainees of cooperative training courses (PowerPoint slide 14). Mr CHU Yin-lin, Senior Manager, stated that it was more common for trainees of adult short courses and Enhanced Construction Manpower Training Scheme (ECMTS) to change jobs. As such, it affected employers' impression of those trainees. Director also pointed out that trainees of adult short courses and ECMTS are mostly job-changers, and thus, the rate of staying in construction industry and working for the same employers during the time of survey was relatively lower for the aforementioned trainees than trainees of basic craft courses and supervisor/technician courses. |
| 7.6.3 | Chairman stated that the overall level of satisfaction from employers of trainees was quite varied (PowerPoint slide 14), particularly for trainees of adult short courses and ECMTS. Chairman opined that the reason behind should be studied and proposed to draw up targeted measures for improvement and lay down feasible objectives. Mr CHU Yin-lin, Senior Manager, said that the aim was to first enhance the level of satisfaction for all full-time courses next year from the current 68% to 70%. For Timber/Aluminum Formwork (ZTF) with higher rate received under the item of "very dissatisfied/dissatisfied", CIC planned to provide training of soft skills to the trainees in question in order to improve their attitude of work. If the training was effective, it would be considered to cover other trades with relatively lower level of satisfaction from employers. Director said that, as per the comments of Chairman, appropriate objectives would be set for individual courses and the overall curriculum with the implementation of measures targeted at individual trades to improve the performance of trainees. |
| 7.6.4 | A task force member attending the meeting expressed that within the scope that was clearly related to employers' level of satisfaction for trainees under cooperative training schemes (PowerPoint slide 24), relevant coefficient under "safety awareness" was |

**Mr CHU
Yin-lin
Senior
Manager**

Action

relatively low (only 0.268) whereas it reached 0.866 (PowerPoint slide 18) under full-time courses. This was noteworthy. That task force member also said that he had visited several classes of Timber/Aluminum Formwork and communicated with the trainees. He found that trainees conveyed a positive impression to others in terms of learning attitude and commitment and many of them could find a good job after graduation. A number of graduated trainees even actively asked for opportunities for further training. That task force member opined that the requirements for trade skills and other capabilities were higher and more diversified for Timber/Aluminum Formwork when compared with other trades. The survey only showed Timber/Aluminum Formwork as a trade with the highest rate received from employers as “very dissatisfied/dissatisfied” without a detailed analysis, which seemed to be an unfair comment to the concerned trainees. Thus, it was hoped that CIC could enhance the training of the said trade and increase the opportunities of site practice.

7.6.5 Chairman opined that the work of enhancing the content of training could be left to the management to follow-up. He also pointed out that it was necessary to consider in what ways the level of trade skills of trainees could meet the expectation of employers and expectations of trainees and employers should be aligned as far as possible. The survey was to measure if expectations of the two sides were aligned. If there was a higher degree of non-alignment, the situation in Timber/Aluminum Formwork, which had a relatively lower level of satisfaction, might be occurred. Thus, it was hoped that the management could follow up and reduce the non-alignment to improve the level of satisfaction from employers.

**Mr CHU
Yin-lin
Senior
Manager**

7.6.6 That task force member continued that training environment for Timber/Aluminum Formwork was too unitary and it differed greatly from the actual site conditions. Therefore, it was hoped that the management could pay more attention to it and make improvement. Director pointed out that it was found

<u>Action</u>	
in the survey that trainees of the said course mentioned about the to-be-built ceiling height was considerably high at the actual construction sites. Chairman suggested that enhancement of training for Timber/Aluminum Formwork should be followed up by relevant task force.	Task Force on Training
7.6.7 As regards the concern of a task force member over the scores of coefficients for safety awareness, Member representing the Labour Department also wanted to know the reason. Chairman clarified that the low score did not mean low safety awareness of trainees. From the point of statistics, the coefficients generated under individual items only showed the scores of weighting perceived by correspondents towards the relevant items over the overall level of satisfaction. Even though trainees scored full marks for safety awareness, that item might not be directly related to the employers' level of satisfaction in the evaluation of trainees' performance, which might derive a lower coefficient for relevant item. Chairman also said that a more in-depth survey might be required if it was needed to understand accurately the reasons for the difference among the coefficients. Consultants also said that the relative coefficients did not imply whether employers were concerned about that particular item. A low coefficient of an item only illustrated that this particular item had a relatively small effect on the overall level of satisfaction when compared with other items.	
7.6.8 Director said that this was the first time to appoint a consultant to conduct a survey analysis on employers and trainees. Since Members were concerned about the relative coefficients for the items, it was recommended that more in-depth questions be included in the next survey to understand the reasons for the difference among the relative coefficients of individual items.	Manager-Trainee Career Support
7.6.9 Chairman concluded the follow-up actions as follows: i) task forces under CITB had to set individual objectives for different types of courses and	Task Force on Training, Task Force on

<u>Action</u>	
trades for CITB's discussion on the overall objectives;	Contractor Cooperative Training and Apprenticeship Scheme, Task Force on Sub-contractor Cooperative Training, On-the-job Training, E&M Training and Subsidy Scheme
ii) more data on the relative coefficients obtained for item of "safety awareness" under full-time courses and cooperative training courses should be provided to understand the reasons for the difference between the two groups.	Manager-Trainee Career Support
7.7 Tender assessment report on purchasing a new luffing tower crane and undercarriage form with strut and ballast (for discussion)	
7.7.1 Members took note of Paper CIC/CTB/P/077/15. It was noted that tender assessment panel recommended to purchase a luffing tower crane and undercarriage form with strut and ballast from the only supplier which could pass the technical assessment with price quoted within the budget. Members also noted the reasons why other suppliers could not pass the technical requirements, which included failure to provide a five-seat cab and no back-up fittings available in Hong Kong.	
7.7.2 A Member raised that technical aspects of tender documents should be handled carefully to avoid restricting the number of suppliers that could meet the requirements.	
(Sr CHONG Wing-hong left the meeting at this juncture.)	
7.7.3 A Member expressed concern over the marginal pass mark in technical assessment as obtained by a	

Action

supplier. Chairman stated that there should be no worry as long as it was assessed according to established procedures by the assessment panel. It was not necessary to change the procedures just because of an individual case. Yet, the considerations and recommendations during the assessment must be recorded in writing clearly. Chairman agreed that there was room for review and improvement in the future. Director said that technical requirements which could not be met by suppliers would be listed clearly in future documents. He supplemented that all members of the assessment panel had to declare any conflict of interest before conducting the assessment. A Member concerned that the marks might be affected by the subjective views of the panel members. Chairman stated that procurement of any item would include a list of objective technical requirements in details for the assessment panel to refer to and do the marking. Yet, it was suggested that the assessment mechanism be reviewed in the future, which included whether to continue with the arrangement that their price quotation would not be opened when the tenderers could not pass the technical assessment. As regards the question by a Member that would another assessment panel be appointed to make a re-assessment if the mechanism allowed, Chairman responded that he was not inclined to change the procedures because of this case. For future review, Chairman stated that it could be conducted by the management or a designated group.

- 7.7.4 A Member representing the Government shared his experience and stated that the internal assessment of the Government was straightly divided into a pass or a fail grade. For tenderers failed in the technical part, their documents on price quotation would not be opened according to the procedures. The Government had no review mechanism and believed that every member of the assessment panel would give marks carefully during the assessment and did not need to consider if it was a marginal pass mark. In addition, the current assessment arrangement of CIC aligned with the procedures. Although it was controversial

Action

over the marginal pass mark, there should be a line separating between a match and a mismatch in the work of procurement. CIC already had established assessment procedures and the assessment work also followed fully the relevant procedures.

7.7.5 A task force member attending the meeting said that there was a keen demand for the training of the crane operators in the industry. It was hoped that the procurement proposal could be approved as soon as possible. For the review of assessment procedures, it could be followed up in the future.

7.7.6 In response to the question whether recommendation by tender assessment panel should be submitted to CITB for consideration when the management had assessed the tender submissions based on the established procedures, Chairman stated that CITB had to consider whether the tender price was reasonable before accepting the recommendation of the panel. Chairman requested the management to follow up if there was any room for improvement regarding the current assessment procedures.

**Director-
Training &
Development**

7.7.7 A Member suggested that more relevant industry practitioners should be invited to serve on the assessment panel in the future. Management expressed that relevant experts were already invited for that assessment exercise, which was believed to help balance the marking of tenders.

7.7.8 Members accepted the recommendation by the assessment panel to award a contract to Yongmao Machinery (HK) Ltd for providing a luffing tower crane and undercarriage form with strut and ballast. The said recommendation would be submitted to Committee on Administration and Finance for approval.

(Mr LEUNG Yuk-keung left the meeting at this juncture.)

7.8 Benchmarks of efficiency and statistics for cooperative training schemes (January to April 2015) (for information)

Action

- 7.8.1 Members took note of Paper CIC/CTB/P/078/15 and noted the statistics for application rate and enrollment rate under cooperative training schemes from January to April 2015 with the overall application rate and enrollment rate standing at 14% and 33% respectively as well as the proposed follow-up work.
- 7.8.2 A task force member attending the meeting said that there were currently quite a lot of renovation works for buildings. It was proposed that cooperative training schemes should be extended to cover the said works so that more young people could be benefited.
- 7.8.3 Chairman stated that the overall application rate for cooperative training schemes was unsatisfactory and it was necessary to re-consider the previously proposed CISTS which would integrate various cooperative training schemes. If industry employers had no intention to join the scheme, CISTS would not receive satisfactory responses. Thus, it was necessary to adjust the strategies to provide a subsidy training scheme specially for employers who had a genuine intention for training and would hire trainees in the long term. CIC would focus on recruiting trainees and tailor suitable cooperative training schemes for contractors and sub-contractors as well as consider adjusting the amount of subsidy. The idea had been initially explored with relevant trade associations and labour unions in the industry. Chairman suggested the two relevant task forces to follow up this matter in subsequent meetings and requested the chairman of Task Force on Contractor Cooperative Training and Apprenticeship Scheme to explore feasible proposals through his network.
- 7.8.4 A Member asked about the difference between central recruitment of trainees by CIC and the job fairs currently organized for individual trades, Chairman responded that the former way of recruitment would be more large-scale. Publicity could be strengthened and trainees would be treated equally through a standard arrangement. In addition, CIC could discuss directly with employers with a genuine interest in training for a more detailed and

**Ir SYNN
Raymond-cheung**

	<u>Action</u>
	suitable arrangement.
7.9 Revised financial estimates for Trade Testing Centre in 2015 (for discussion)	
7.9.1	Members took note of Paper CIC/CTB/P/079/15 and noted the background of advancing the works for Trade Testing Centre from the original schedule of 2016 to 2015 as well as the work items and the related financial estimates. Members approved the revised financial estimates for Trade Testing Centre in 2015 and the increase in estimates to carry out some of the construction works that were advanced to 2015.
7.9.2	Chairman proposed the management to invite CITB's Members to take part in the assessment of tenders as needed when executing the work items mentioned in the paper. Director responded that the Secretariat would send individual invitation by email if necessary.
7.10 Proposed work plan and financial estimates for CITB in 2016 (for discussion)	
	Members took note of Paper CIC/CTB/P/065A/15 and noted that the Secretariat had arranged an explanatory session subsequent to the last meeting. During the session, a Member raised that the estimated expenditure put aside for some renovation works was too high. The management had revised the financial estimates for 2016 according to the comments made by Members. Members accepted the proposed work plan and financial estimates for CITB in 2016.
7.11 Table on estimated waiting time for full-time adult short courses	
	Members took note of the captioned table as of 30 June 2015, which was tabled at the meeting.
7.12 Summary table on waiting time for trade tests; Table on eligible workers for trade registration through the “senior workers registration arrangement” and trade tests; Presentation on promotion of the provision of “designated	

Action

workers for designated skills” under Construction Workers Registration Ordinance

- 7.12.1 Members took note of the summary table on waiting time for trade tests as of 30 June 2015 as tabled at the meeting. Members also noted the table on eligible workers for trade registration through “senior workers registration arrangement” and trade tests as per the request from last meeting with the covering period from January 2015 to July 2017. It was also noted that the target accumulated number of applicants for “senior workers registration arrangement” and trade tests was more or less the same as the actual accumulated number of applicants over the past few months.
- 7.12.2 A representative from DEVB attending the meeting raised that application deadline for “senior workers registration arrangement” was September 2016. Yet, close to 20,000 people were expected to apply for the said arrangement to become registered trade workers during the period between the deadline and March 2017. That Member opined that the estimated target was too conservative and worried that there might not be enough registered workers in the industry when the provision of “designated workers for designated skills” came into effect in April 2017. In relation to the table on accumulated number of applicants for trade tests, DEVB’s representative opined that the number of failed candidates to retake the tests should also be considered at the same time and proposed to explore whether it was appropriate to set the accumulated target in terms of the number of applicants.
- 7.12.3 Mr. Ivan KO, Senior Manager, said that, for “senior workers registration arrangement”, CWRB Secretariat had foreseen that interested applicants would most likely submit their applications before the deadline (i.e. September 2016). Workers Registration Offices had planned to increase resources after the deadline to continue handling the estimated large number of submitted applications. For trade testing, the accumulated target was worked out by the number

	<u>Action</u>
of applicants instead of the number of people who successfully passed the test and got registered. This was because there was no guarantee that all candidates could pass the tests.	
7.12.4 Chairman agreed that the above estimation for accumulated target was too conservative. It was expected that more workers would submit their applications in the first half of the application period while the number of applicants would decrease in the second half of the period. Thus, it was proposed to first increase the current estimated target to be handled per month.	Mr Ivan KO Senior Manager
7.12.5 A Member representing Hong Kong Construction Employees General Union expressed that his union was now assisting in processing applications for registration of senior workers. The number of applications was on the rise and was expected to keep on increasing. Yet, he personally worried that the total accumulated target of 87,000 applicants in response to the Construction Workers Registration (Amendment) Ordinance was too conservative. Moreover, after deducting the number of CIC trainees from the number of test applicants, Trade Testing Centre (TTC) was now handling around 1,400 test applications per month on average, which could only meet the workload at the current stage temporarily. In fact, Task Force on Trade Testing had requested TTC to increase manpower resources, equipment and spatial resources etc in its meeting in May in order to enhance the testing capacity to cope with the possible increase in the number of applications whereas a lot of work had yet to be completed. That Member also pointed out the need to further enhance the promotion of the requirement of “designated workers for designated skills”, especially in the area of trade testing, to encourage more workers to come forward to take the tests. It was also hoped that the concerned management could carry out the proposals made by the task force as far as possible.	
7.12.6 Chairman stated that since there was an increasing trend for applications to “senior workers registration	Director - Registration

Action	
	Services and Mr Ivan KO Senior Manager
7.12.7 Mr Ivan WONG, Director - Registration Services, was invited to brief CITB's Members on the promotion work related to the provision of "designated workers for designated skills" under Construction Workers Registration Ordinance ("CWRO"), which included a series of promotional activities for "senior workers registration arrangement" and trade tests.	
7.12.8 Members noted the formation and terms of reference of Task Force on the Promotion of Remaining Phase of Prohibition of CWRO ("Task Force on Promotion"). Members also noted the promotional strategies and work schedule for 2015 to 2017 as formulated by the Task Force on Promotion in order to promote "designated workers for designated skills", "senior workers registration arrangement" and trade tests. The items of promotion included: i) direct promotion like SMS, email, briefing session on "designated workers for designated skills" and seminars at construction sites etc; ii) printed materials like posters, leaflets, banners and booklets on "designated workers for designated skills"; iii) media promotion like website, facebook, twitter, press conference on amendments to CWRO, online signature campaign to support "designated workers for designated skills", mobile applications to encourage and facilitate application of trade tests, TV commercials, radio broadcast etc. Corporate Communication & Marketing of CIC had taken up the coordination of the above promotion work. The newly approved promotional item was the outreach team for "senior workers registration arrangement" and trade tests.	
(Prof CHIANG Yat-hung left the meeting at this juncture.)	
7.12.9 Dr HO Wai-wah, who was a task force member of CITB and the chairman of Task Force on Promotion, hoped that CITB could appoint Members or assign	CITB

Action	
the management staff to attend and participate in the meetings of the Task Force on Promotion to make its discussion more comprehensive.	Chairman and Director
7.12.10 Chairman stated that media promotion as presented could help the public form a concept while the outreach team would help facilitate direct contact with and provide services to the targets. Chairman also said that in view of around a thousand construction sites in Hong Kong, three outreach teams would not be enough. It was suggested that CITB should transfer part of the budget estimates from the promotion of trade tests to increase the number of outreach teams to five and provide incentives, such as refreshment or coupon, to attract workers to come forward and submit application.	Director - Registration Services and Mr Ivan KO Senior Manager
7.12.11 A Member representing Hong Kong Construction Employees General Union raised that it would cost much for setting up outreach teams. He opined that a trial run could first be attempted and proposed to increase the number of outreach teams subject to its effectiveness. He was also more concerned about workers' applications to "senior workers registration arrangement" as it involved quite a lot of documents and time.	
7.12.12 A Member representing the Federation of Hong Kong Electrical & Mechanical Industries Trade Unions shared her experience. She suggested that before going to construction sites, the outreach teams should better coordinate the administrative work and liaise in advance with the management of the concerned construction companies to tell their workers to bring with them all necessary supporting documents. In addition, that Member also remarked that CIC had to speed up the production of promotional materials for ethnic minorities.	Director - Registration Services and Mr Ivan KO Senior Manager
7.12.13 Mr Ivan WONG, Director – Registration Services, clarified that the outreach team was not meant to replace the labour unions that were handling the applications to "senior workers registration arrangement" currently. The team was to explain	

Action

directly to workers on construction sites about the details and the supporting documents required for application. If workers had all the required documents on the day when the outreach team visited the site, the team could process applications for the workers on the spot. If workers needed supporting documents on their years of working experience from labour unions, it was believed that explanation by the outreach team could help reduce the time of processing when the workers submitted their applications to the labour unions.

7.12.14 Chairman proposed that a proposal be drafted to CITB for consideration if Construction Workers Registration Board planned to expand the establishment of the outreach team so that complementary administrative arrangements could be explored. Chairman hoped that the proposal could be submitted as soon as possible as it took time for recruitment of staff and familiarization of the work procedures involved. For the issue of review, it could be followed up after the outreach team had been in operation for a certain period of time.

**Director -
Registration
Services and
Mr Ivan KO
Senior
Manager**

7.12.15 A DEVB's representative attending the meeting supported the expansion of the outreach team but other promotional work was also needed to cater for workers who were not working on construction sites in Hong Kong. Moreover, CIC had to closely monitor the number of registrations for various trades.

**Task Force on
the Promotion
of Remaining
Phase of
Prohibition
of CWRO
and Director -
Registration
Services**

7.13 Any Other Business

7.13.1 Worldskills São Paulo 2015

Director briefed Members about the training, assessment and overseas exchange arranged for the contestants from CIC over the past 11 months. It was hoped that the contestants could get good results at the competition. Director also said that emails were sent a few days ago to invite Members to attend the flag presentation ceremony for Hong Kong

Action

Delegation to WorldSkills São Paulo 2015 scheduled for 25 July 2015 in Shatin.

7.14 Tentative date of the next Meeting 008/15

The next meeting was scheduled for 17 September 2015 (Thursday) at 9 a.m. at Meeting Room 1, Construction Industry Council Headquarters, 15/F Allied Kajima Building, 138 Gloucester Road, Wan Chai, Hong Kong.

There being no other business, the meeting was adjourned at 5:50 p.m.

**CIC Secretariat
July 2015**