

Construction Industry Council

Construction Industry Training Board

Meeting No. 004/15 of the Construction Industry Training Board (CITB) was held on Tuesday, 21 April 2015 at 8:30 a.m. at Conference Room, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wanchai, Hong Kong.

Present :	Ir Dr PANG Yat-bond, Derrick	Chairman
	Mr CHAN Pat-kan	Member
	Ms CHENG Sau-kuen	Member
	Prof CHIANG Yat-hung	Member
	Sr CHONG Wing-hong, Benjamin	Member
	Ir HO Ngai-leung, Albert	Member
	Mr LAI Sai-hong	Member
	Mr LAM Ping-hong, Robert	Member
	Mr NG Kwok-kwan	Member
	Ir SYNN Raymond-cheung	Member
	Mr TSE Chun-yuen	Member
	Mr LAM Kai-chung, Albert	Member
	Mr LEUNG Yuk-keung	Member
In Attendance:	Mr FU Chin-shing, Ivan	Member of Task Force on Trade Testing
	Dr HO Wai-wah	Member of Task Force on Sub-contractor Cooperative Training, On-the-job Training, E&M Training and Subsidy Scheme
	Mr LOK Kwei-sang, Tandy	Chairman of Task Force on Training
	Ir LAU Chun Kit, Ricky	Ch AS (Works) 6
	Mr LAM Shing-tim	AS (Works Policies) 9
	Ir Alex LEUNG	Director - Training & Development, CIC
	Ir CHU Yin-lin	Senior Manager - Construction Training, CIC
	Mr Ivan KO	Senior Manager - Construction Trade Testing, CIC
	Dr Thomas TONG	Chief Research Consultant, CIC
	Mr Jimmy LEUNG	Manager - Development & Support Services, CIC (Acting)
	Mrs Olivia YIU	Manager - Trainees

Ms Jamie CHAI	Recruitment & Career Support, CIC
Ms Joyce AU	Manager - Trainees Career Support, CIC
Ir Venice HUNG	Manager - Board Services, CIC
Mrs Shirley LAM	Assistant Manager - Management Support, CIC
	Senior Officer - Board Services, CIC

Apologies : Mr SZE Kyran Member

Progress Report

Action

4.1 Confirmation of Progress Report of the last meeting

Members took note of Paper CIC/CTB/R/003/15 and confirmed the Progress Report of the 3rd meeting held on 17 March 2015.

4.2 Matters arising from the last meeting

4.2.1 Agenda Item 3.3— Proposal of Advanced Construction Manpower Training Scheme – Pilot Scheme

As regards the proposed monthly salary for the first two years of the subsidized trades under the pilot scheme, the management had sought advice from relevant industry stakeholders by email in mid-March 2015. Replies were received from Hong Kong Plumbing & Sanitary Ware Trade Association Ltd, Hong Kong Construction Sub-Contractors Association, Hong Kong Federation of Electrical and Mechanical Contractors Limited and Hong Kong Construction Employees General Union. Upon collecting all comments from the industry, the proposal would be revised and submitted to relevant stakeholders for the second round of discussion next week. Moreover, the management had re-categorized the trades into two types instead of the original three

Action

types, which were classified by the amount of proposed allowance, according to the comments made in the last meeting.

- 4.2.2 Agenda Item 3.15.2— Progress report for On-the-job Training Scheme in 2013/2014 and data analysis

Members noted that the proposed Construction Industry Subsidy Training Scheme would integrate the current cooperative training schemes and the On-the-job Training Scheme. The management was now revising the draft proposal to increase participation rate of employers in the future. Comments from the industry would be sought after internal discussion. Before the implementation of the new scheme, the management would continue to promote On-the-job Training Scheme to employers.

- 4.2.3 Agenda Item 3.16.4— Summary Report of the 1st meeting of Task Force on Training in 2015

The waiting time for the course on Bulldozer and Loader Operation (BLC) was beyond one year but the manpower demand for such trade was not much. Colleagues of Trainees Recruitment Department had provided information of the employment situation of the said trade to the interested applicants to consider if they would change to apply for other courses with manpower demand.

(Prof CHIANG Yat-hung, Ms CHENG Sau-kuen and Dr HO Wai-wah joined the meeting at this juncture.)

4.3 Consultancy Services on the Review of Training and Development (for discussion)

- 4.3.1 Members took note of Paper CIC/CTB/P/042/15 and noted that Committee on Administration and Finance had supported in principle the captioned consultancy services in its meeting held on 13 March 2015. Yet, the scope, duration and contract

Action

sum of the consultancy services had to be adjusted appropriately and be submitted to CITB for discussion. Members also noted that the present paper submitted to CITB for consideration had been revised with reference to the said areas while an item “to review and fine tune trade tests to meet the demands and trends in the industry” should be added under the scope of service. The brief background given in the tender documents would also mention that CIC would implement the Construction Industry Subsidy Training Scheme which integrated all cooperative training schemes and also the Advanced Construction Manpower Training Scheme for training semi-skilled workers to become skilled workers.

4.3.2 Members discussed whether a steering group for the said consultancy should be set up and its composition. The Chairman agreed to establish a steering group and appoint some Members to serve on it to steer the consultancy work and provide suitable guidance.

4.3.3 For the type of consultants, Director stated that the Procurement Department of CIC maintained a list of consultants and the said consultancy services would go for open tender. A Member stated that the steering group could assist in vetting the proposed invitation list for tender and the required pre-conditions.

4.3.4 After discussion, Members approved conducting the captioned consultancy services and its estimated expenditure. The arrangement for establishing a steering group for the said consultancy would also be followed up.

**Director –
Training &
Development**

(Mr CHAN Pat-kan and Mr LOK Kwei-sang joined the meeting at this juncture.)

4.4 Proposed training capacity and trainee allowance for September to December 2015 and 2016 (for discussion)

4.4.1 Members took note of Paper CIC/CTB/P/043/15 and noted the proposed training capacity and

Action

trainee allowance for full-time courses for September to December 2015 and 2016.

- 4.4.2 Regarding the current manpower shortage, Chairman hoped that the consultant could recommend ways on utilizing the venues better to increase training capacity. Yet, communication and cooperation with industry stakeholders were the coping measures in the short term. He also said that CIC currently arranged regular luncheons to communicate with trade associations and labour unions to discuss the cooperation arrangements for increasing the training capacity.
- 4.4.3 A Member pointed out that it was mentioned in the Paper that some courses were suspended or had classes reduced due to insufficient intakes but it did not mean that there was no manpower demand in the field. The low enrollment might be due to insufficient publicity for the courses. Thus, he hoped that CIC could study the reasons behind when increasing or reducing the number of classes.
- 4.4.4 A Member raised that measures had to be taken to reduce the drop-out rate of trainees so that the expected number of graduates could stay close to the training capacity of the year. In addition, a task force member attending the meeting stated that the subject of the paper imposed restriction on the training targets for September 2015 to end of 2016, which could not show how a breakthrough could be made in the numbers using existing resources. That Member opined that the management had to re-consider their vision regarding this issue. Another Member stated that the courses could not be commenced as scheduled because there was a lack of teaching manpower. Thus, it was proposed to offer “train-the-trainer” course to ease the manpower demand for teaching staff and increase the number of classes.
- 4.4.5 Chairman summarized the comments from Members and stated that the enhancement of the whole training procedures from trainee recruitment, training to career support as well as

Action

measures of attracting new entrants for individual trades with manpower shortage were not explored in the paper. Therefore, he suggested the management to submit the overall strategy for increasing the training capacity of the year to CITB for discussion. Concerning the present paper on the proposed training capacity and trainee allowance for full-time courses, Chairman stated that adjustments to the proposal could still be made according to the actual needs after it was approved by CITB.

**Director-
Training &
Development
Senior
Manager-
Construction
Training**

- 4.4.6 A Member representing the Labour Department (LD) stated the concern of LD towards safety training. He pointed out that Committee on Occupational Safety and Health under Labour Advisory Board held a meeting earlier on. Participants regarded that safety training courses had to be reviewed in terms of quality and quantity and there was room for improvement. That Member also said that the construction industry was now in a boom and there was great demand for technical and safety training in the industry. The certificates issued by CIC, the main training institution for workers, were highly recognized. Yet, the quality of safety training courses varied greatly among individual training institutions in the market. That Member stated that Committee on Occupational Safety and Health under Labour Advisory Board would set up a group to thoroughly review the provision of safety training courses, particularly the Green Card Training Course and Construction Safety Supervisor Course.

- 4.4.7 Director stated that CIC was now looking into the revision of Green Card Training Course to make it more interactive.

**Senior
Manager-
Construction
Trade Testing**

- 4.4.8 Another task force member attending the meeting stated that the utilization rate of CIC training workshops in the evening was low. Since the Government was determined to promote “multi-skills”, CIC could consider utilizing the existing venues by adding manpower to teach trade skills in the evening. He believed that it could

Senior

Action

attract some “under-employed” workers in the industry to join and help further increase the training capacity. Director responded that time slots in the evening had been used to conduct trade tests, so the same could also be explored to provide trade training.

**Manager-
Construction
Training**

- 4.4.9 A Member mentioned a recent accident of crane operation and proposed a forward-looking review on safety training to enhance risk assessment of crane operation and the training of relevant safety measures. That Member also suggested considering safety concepts in two levels, including prevention of accidents and setting up of protective facilities. A Member representing Labour Department responded that risk assessment was an important part in the training of operators and Labour Department would make it a must for training institutions to include cases of accidents listed under Work Safety Alert in the teaching materials. It was hoped that CIC could cooperate in this aspect to enrich the teaching contents and approaches of relevant trades and safety courses.

**Senior
Manager-
Construction
Trade Testing**

- 4.4.10 A Member stated that Labour Department might need to adjust its policies to prohibit some profit-making organizations in the market from offering unqualified Green Card courses in a non-compliant way. He also expressed concern over the learning attitude of practitioners (especially in attending revalidation courses). The Green Card Training Course offered by CIC was agreed to be of higher quality. In addition, CIC would review the training capacity for safety training and the waiting time for courses to ensure that training demand from the industry could be met appropriately.

**Senior
Manager-
Construction
Trade Testing**

- 4.4.11 Director said that comments from Members in relation to safety training would be reflected to Committee on Construction Safety of CIC and Task Group on Construction Safety Courses under Task Force on Training. For the comments regarding Green Card courses offered by profit-making organizations in the market, it was

**Senior
Manager-
Construction
Trade Testing**

Action

believed that Labour Department would take follow-up actions.

(Ir SYNN Raymond-cheung and Mr LAI Sai-hong joined the meeting at this juncture.)

4.5 Proposal of a pilot scheme on introducing enrollment deposits for full-time courses (for discussion)

4.5.1 Members took note of Paper CIC/CTB/P/044/15 and noted the contents of the proposal as well as the comments from Task Force on Training. The management had reviewed the provisions of Construction Industry Council Ordinance to check whether CIC could introduce enrollment deposits. In Clause 7(2)(e), it stated that the Council may “charge fees for the use of any facility or service provided by the Council or in respect of any registration scheme or rating scheme established or administered by the Council”. The use of enrollment deposits would be subject to the discussion of CITB.

4.5.2 Members noted that applicants of Basic Craft Courses were mainly Secondary Three school leavers. The main reason that they did not turn up for the courses on the date of commencement was to “pursue further studies”. The number of intakes for the above courses would usually be higher than the training establishment. A waiting list would be prepared for popular courses to fill up vacancies appeared after course commencement. Thus, the introduction of enrollment deposits was to boost the attendance rate on the date of commencement. It also aimed at reducing the drop-out rate of trainees at the early stage of training through the arrangement of reimbursing the enrollment deposits to trainees, who were still receiving training, by the end of December of the same year.

4.5.3 A Member opined that the introduction of enrollment deposits could not make the admitted applicants to give up their opportunities of pursuing further studies and the measure could cause considerable amount of administrative work.

Action

A task force member attending the meeting stated that enrollment deposits should not be charged as it was the service provided by CIC to the industry and worried that such enrollment deposits would hinder interested school leavers from putting in their applications. However, there was a view that such proposal was just a pilot scheme and could have a try. If expected outcomes could not be achieved, it could be cancelled. A Member pointed out that the key issue in question was that there were fewer Secondary Three school leavers applying for vocational training courses recently, and thus, the introduction of enrollment deposits had no significant impact. Chairman considered that the way of attracting target trainees to apply was closely related to the progression pathways of the training. Therefore, CITB had embarked on an initial study of the progression pathways and would discuss further on the issue later.

4.5.4 Responding to the questions from Members, Manager-Trainees Recruitment & Career Support said that enrollment deposits would only be levied on taking Basic Craft Courses for trial run during the recruitment period in 2015/16. It was expected that a report on the results of the trial could be drafted in January 2016 and no additional manpower was required to collect enrollment deposits.

4.5.5 At last, Members agreed to accept the proposal by Task Force on Training to try introducing an enrollment deposit of \$500. At the same time, it was proposed to provide a “cooling-off period”. Chairman requested the management to consider how to evaluate the effectiveness of the measure and relate the results with recommendations on whether the measure should be continued in the report to be submitted next year. Since the implementation of such measure involved certain administrative work, a Member opined that the enrollment deposits collected should be used for training purposes of CIC or treated as miscellaneous income.

**Manager-
Trainees
Recruitment &
Career Support**

Action

- 4.5.6 As regards the current punitive measure targeted at applicants of Basic Craft Courses, who withdrew from the courses after admission, as mentioned in the paper, a Member opined that the applicants were still young and might not be clear about their future. In addition, some training organizations in the market allowed people who dropped out in the middle of the course to re-enroll the same course after a specified period of time. After discussion, Members agreed to cancel the punitive measure that “an applicant, from the date of withdrawal, cannot apply for any course within one year and cannot be enrolled in the same course when applying in the year after”. It was also suggested that Task Force on Training should review whether the punitive measures for sudden withdrawal from various types of courses still matched with the actual conditions in today’s society.

**Manager-
Trainees
Recruitment &
Career Support
Task Force on
Training**

4.6 Report on the response plan of trade testing in response to amendments of Construction Workers Registration Ordinance (CWRO) (for information)

- 4.6.1 Members took note of Paper CIC/CTB/P/045/15 and noted the follow-up actions taken by Trade Testing Centre in relation to the response plan for CWRO Amendments.
- 4.6.2 Chairman noted the various measures for improvement newly adopted by Trade Testing Centre but he expressed concern over the applications for trade tests. He requested the management to monitor closely the change in number of applicants for trade tests.
- 4.6.3 A DEVB representative attending the meeting stated that the captioned amendments had come to effect from 1 April 2015. The provision of “designated workers for designated trades” would be implemented two years later to let eligible workers pass the trade tests and apply for registration. In the previous estimation, there were around 50,000 to 70,000 workers in the industry who would take trade tests. The measures mentioned in the paper could enhance the testing

Action

capacity of Trade Testing Centre. Thus, it was hoped that Task Force on Trade Testing could closely monitor the implementation of such measures and the work of attracting workers to apply earlier for trade tests. It should also recommend additional or appropriate measures according to the differences between the estimated and actual conditions to satisfy the demand.

- 4.6.4 Chairman agreed and said that Task Force on Trade Testing had to discuss with Construction Workers Registration Board regarding the work of publicity so that they could cooperate and work with each other.

**Senior
Manager-
Construction
Trade Testing**

4.7 Summary report of the 2nd meeting of Task Force on Training in 2015 (for information)

- 4.7.1 Members took note of Paper CIC/CTB/P/046/15 and noted the summary report of the 2nd meeting of the captioned task force as well as “Table on estimated waiting time for full-time adult short courses” as of 31 March 2015 tabled in the meeting.
- 4.7.2 Members noted that the application of using simulators to enhance training of excavator operation was approved by Labour Department. As regards the e-learning platform to be set up by CIC in due course, Construction Supervisor / Technician Training Scheme would be taken as the pilot course. Yet, the said e-learning platform would just serve as a teaching aid to provide additional exercises on management and computation. The training on technical and theoretical aspects would still be conducted in workshops and classrooms.
- 4.7.3 A Member representing Labour Department stated that the Committee on Occupational Safety and Health had discussed the roles played by e-learning platform in terms of safety training, which included raising the safety awareness of workers from time to time and supplementing with the knowledge on safety in high-risk working

Action

procedures apart from classroom training.

- 4.7.4 Director said that comments from the representative of Labour Department would be related to Committee on Construction Safety and the relevant task force under CITB would also follow up suggestions on safety training.

**Senior
Manager-
Construction
Trade Testing**

- 4.7.5 Chairman pointed out that the waiting time for Mobile Crane Operation Course and Tower Crane Operation Course could only be reduced to around one year after the addition of necessary plant equipment. It was opined that other feasible alternatives should be explored actively. Senior Manager-Construction Training said that training capacity had been increased as far as possible through cooperative training schemes owing to the restrictions of venues. Regarding the concern over purchasing second-hand plant, Chairman suggested the task force to re-consider the feasibility of purchasing second-hand plant or “refurnished” plant at lower prices to increase the number of plant equipment so that more trainees could do the operation practice at the same time.

**Task Force on
Training
Senior
Manager-
Construction
Training**

4.8 Summary report of the 2nd meeting of Task Force on Trade Testing in 2015 (for information)

- 4.8.1 Members took note of Paper CIC/CTB/P/047/15 and noted the summary report of the 2nd meeting of the captioned task force as well as “Summary table on waiting time for trade tests (as of 31 March 2015)” tabled in the meeting. Members also noted that only one trade test needed to wait till May 2015 for meeting the target time frame.

- 4.8.2 Mr NG Kwok-kwan, chairman of the task force, reported that the task force closely monitored the monthly number of applicants for trade tests after the amendments to CWRO came into effect. If there was a sudden rise in number, special meetings would be held to discuss the ways of coping. In addition, the task force hoped that CIC could speed up the recruitment of manpower. Chairman of the task force continued that the task

Action

force would subsequently review the test questions of trade test, in particular those questions of trades with relatively lower passing rate to find out the reasons and see if the questions could still meet the practical requirements of work.

4.9 Summary report of the 2nd meeting of Task Force on Sub-contractor Cooperative Training, On-the-job Training, E&M Training and Subsidy Scheme in 2015 (for information)

Members took note of Paper CIC/CTB/P/048/15 and noted the summary report of the 2nd meeting of the captioned task force, which included the follow-up of Advanced Construction Manpower Training Scheme - Pilot Scheme.

4.10 Any Other Business

4.10.1 WorldSkills Competition 2015 at Sao Paulo in Brazil

Members noted the brief of the captioned WorldSkills Competition and noted that CIC would organize a tea reception for the media regarding WorldSkills Competition 2015 on 23 April 2015. CIC Chairman agreed to attend the reception. Members also noted the sponsorship package of the competition. Director appealed to all Members to disseminate the news of the competition to their respective organizations / institutes / bodies.

4.11 Tentative date of the next meeting 005/15

The next meeting was scheduled for 19 May 2015 (Tuesday) at 9:30 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 10:45 a.m.