

Construction Industry Council

Construction Industry Training Board

Meeting No. 010/14 of the Construction Industry Training Board (CITB) was held on Tuesday, 16 December 2014 at 9:30 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
	Sr LAI Yuk-fai, Stephen	Member
	Mr LAM Ping-hong, Robert	Member
	Mr LOK Kwei-sang, Tandy	Member
	Mr NG Kwok-kwan	Member
	Mr SZE Kyran	Member
	Mr LAM Kai-chung, Albert	Member
	Mr LI Chi-leung	Member
	Prof TAM Chi-ming	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
	Ir LAU Chun-kit, Ricky	Ch AS (Works) 6, DEVB
	Mr LAM Shing-tim	AS (Works Policies) 9, DEVB
	Ir Alex LEUNG	Director - Training & Development, CIC
	Mr CHU Yin-lin	Senior Manager - Construction Training, CIC
	Mr CHEUNG Yuk-lung	Senior Manager - Development & Support Services, CIC
	Dr Thomas TONG	Chief Research Consultant, CIC
	Mr Ivan KO	Manager - Council Services, CIC
	Mr Robert LAU	Manager - Construction Trade Testing, CIC
	Mr Jimmy LEUNG	Manager - Management & Safety Training Centre, CIC (Acting)

Ms Joyce AU	Manager - Board Services, CIC
Ms Formula CHEN	Assistant Manager - Board Services, CIC

Apologies :	Ir HO Ngai-leung, Albert	Member
	Ms HUNG Yee-man	Member
	Mr MAK Tak-ching	Member
	Ir SYNN Raymond-cheung	Member
	Mr TSE Chun-yuen	Member

Progress Report

Action

10.1 Confirmation of Progress Report of the last meeting

Members took note of Paper CIC/CTB/R/009/14 and confirmed the Progress Report of the 9th meeting held on 18 November 2014.

10.2 Matters arising from the last meeting

10.2.1 Agenda item 9.2.6—Integration of all cooperative training schemes

Members noted that the management had drafted a proposal for integration of all cooperative training schemes. Comments would be sought from industry stakeholders before submission to CITB for discussion.

In response to a question from a Member, Director said that the cooperative training schemes currently in operation would still be continued until the endorsement of the integration proposal. The period of consultation for the proposal would take around one and a half months to two months initially. A compilation of comments from industry stakeholders was expected to be submitted in the first quarter of 2015 to CITB for consideration. The approved proposal might be implemented in the second quarter. Chairman suggested circulating the proposal to CITB Members for information and seeking their preliminary views while consulting the industry at the same time.

**Senior
Manager-
Development &
Support**

Action

- 10.2.2 Agenda item 9.3.2—Verbal report by Task Force on Training in 2014

Members noted that the tender document on the procurement of two smaller cranes for which re-allocation of funds originally reserved for the replacement of crawler-mounted crane to the said purchase would be submitted under item 10.10.

As regards the lobbying of a contractor to operate additional training classes of crawler-mounted crane under cooperative training scheme at Tat Mei Road Training Ground in Kwai Chung, Members noted that the contractor was considering whether to add a crane at the training ground or continue to operate the said course at his training ground. Senior Manager- Development & Support would follow up with the arrangement to further reduce the waiting time for this course.

**Senior
Manager-
Development &
Support**

- 10.2.3 Agenda item 9.3.3—Introducing Site Surveying Course under cooperative training scheme and Setting a reasonable target on the waiting time for short courses

Members noted that Senior Manager-Development & Support had emailed the outline of the cooperative training scheme and the course syllabus of Site Surveying to Hong Kong Construction Association (HKCA) on 25 November 2014 for the promotion of the said training to their members. The management is now following up the solutions for those courses with waiting time over six months and studying other possible means. For example, applicants for short courses would be required to pay “enrollment deposit” after being enrolled in class to better use the training resources.

- 10.2.4 Agenda item 9.3.4— Adding information on the enrollment rate and employment rate in the “Table on estimated waiting time for full-time adult short

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courses” or in a separate attachment

Members noted that CIC had conducted regular survey on graduates to understand their employment rate, retention rate and the like. CIC would also provide CITB with information including the enrollment rate for all courses, number of graduates and employment rate etc.

**Senior
Manager-
Construction
Training,
Senior
Manager-
Development &
Support、
Manager-
Trainee Careers
Support**

- 10.2.5 Agenda item 9.3.7—Promoting a Construction Vocational Cantonese Course targeted at ethnic minorities to industry employers and community organizations

Members noted that Senior Manager – Construction Training had contacted relevant community organizations through a CITB Member to discuss the possibilities of cooperation. Initially, Build-up Ambassadors would be assigned to promote the course to relevant organizations and the way of handling the training needs of ethnic minorities would also be explored.

**Senior
Manager-
Construction
Training**

- 10.2.6 Agenda item 9.3.8—Attracting ethnic minorities to apply for courses with manpower shortage but unpopular among Chinese-speaking applicants

Members noted that a paper was now being drafted to provide information on the courses currently offered for ethnic minorities and the situation on application. Responses would also be made in the paper on the ways to enhance promotion of courses with manpower shortage but unpopular among Chinese-speaking applicants to attract ethnic minorities to apply. The paper would first be submitted to Task Force on Training for discussion.

**Senior
Manager-
Construction
Training**

- 10.2.7 Agenda item 9.5.1—Follow-up on cases in which the starting salary of applicants under Apprenticeship Subsidy Scheme was slightly lower than the salary indicator

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Members noted that Manager-Trainee Careers Support was now following up cases in which the starting salary of apprentices under the captioned subsidy scheme was slightly lower than the salary indicator and would report to relevant task force.

- 10.2.8 Agenda item 9.5.2—Clarifying and listing out the cooperative relationship amongst the parties participated in the Contractor Cooperative Training Scheme at Tat Mei Road Training Ground

Members noted that Senior Manager-Development & Support would clarify the cooperative relationship amongst the Hong Kong Construction Association, contractors providing the training and CIC regarding the provision of training to operate crawler-mounted mobile crane at Tat Mei Road Training Ground. Responsibilities to be taken up by each party should be stated clearly in the training proposals in the future.

**Senior
Manager-
Development &
Support**

- 10.2.9 Agenda item 9.6—Discussion on relatively low starting point of trainees under Diploma in Vocational Education (DVE) Programme

Members noted that Senior Manager-Development & Support had collected data on the starting salary of graduates completing the first-year study of DVE Programme and noted the normal starting salary of these graduates was above \$8,000. Together with a monthly subsidy of \$1,500 from the Government to a trainee under the said Programme, the monthly income of a trainee would be over \$9,500. Senior Manager-Development & Support would discuss with relevant Members the data and the issue of the relatively low starting point of trainees.

**Senior
Manager-
Development &
Support**

- 10.2.10 Agenda item 9.7—Goals of CITB and corresponding measures

Director reported that a draft blueprint on the

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long-term development of CITB would be submitted in early 2015.

- 10.2.11 Agenda item 9.8—Proposed trade testing questions for newly added trades in response to the amendments to Construction Workers Registration Ordinance

Members noted the comments received for the test questions of the newly added trades in response to the amendments to the captioned Ordinance, which included the reservation made upon the test questions of Painter and Decorator and the task of removing iron nails was not done by Carpenter (Formwork). They would be followed up under agenda item 10.4.

- 10.2.12 Agenda item 9.10.2—Effectiveness of On-the-job Training Scheme

Members noted that the related department would collect data of graduates who participated and of those who did not participate in the captioned scheme for initial analysis.

**Manager-
Trainee Careers
Support**

- 10.2.13 Agenda item 9.11— Summary report of the first meeting of Ad Hoc Working Group on Development of Local Construction Professionals and Supervisory Staff to Work Overseas in 2014

Members noted that Senior Manager-Development & Support had sought advice from members of the Ad Hoc Working Group regarding the guidance notes for working in four overseas areas drafted a year before via circulation by end of November 2014. The updated guidance notes were expected to be completed in the first quarter of 2015.

10.3 Summary report of the 4th meeting of Task Force on Training (for information)

- 10.3.1 Members took note of Paper CIC/CTB/P/209/14 and noted the summary report of the 4th meeting of

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the captioned Task Force as well as the “Table on estimated waiting time for full-time adult short courses” as of 2 December 2014 tabled in the meeting. Members also noted the reasons for longer waiting time for some courses and the suggestions on reducing the waiting time as proposed by the management.

- 10.3.2 The table showed a long waiting queue for the Measurement Technician Assistant Course (AMT) with waiting time being longer than a year. Although training capacity was increased through Contractor Cooperative Training Scheme, the response from contractors was not very satisfactory. Chairman suggested that promotion could be done via Hong Kong Construction Association to its members and information of the trade in question for cooperative training could be copied to Chairman for follow-up.

**Senior
Manager-
Development &
Support**

- 10.3.3 Mr LOK Kwei-sang, chairman of the task force, said that the Task Force considered preparing non-Chinese promotional pamphlets targeted at ethnic minorities for courses with the number of applicants far below the number of training places in order to attract them to apply for the courses in the future. CITB Chairman opined that such proposal could be explored from the perspective of marketing but he reminded that communication should first be made with sub-contractors to understand the considerations they might have in employing the ethnic minorities, who had completed the training courses, in the future before working out the details of the course contents.

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

- 10.3.4 A DEVB representative attending the meeting raised that the number of applications received for some courses like the course on Curtain Wall and Aluminum Window Installation and the course on Marble Fixing were relatively fewer than the training places, CIC might explore the better utilization of the resources. Senior Manager - Construction Training responded that applicants of

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courses with long waiting queue had actively been referred to take other courses with spare training places. Trade associations of the trades in question also contacted to enhance promotion. However, there was still no improvement in the application situation of these courses. Efforts would be made to continue to liaise closely with related trade associations to follow up the issue. Courses with under-enrollment would be deferred to commence and the concerned instructors would be deployed duly to teach other courses. Chairman opined that it was necessary to review the overall marketing strategies. A column for the applicant to choose his/her preferred courses with priority could be thought of for addition in the application form to allow flexibility in admission and class schedule; or stepping up the promotion of courses with unsatisfactory enrollment rate a few months before the commencement of these courses would also be another way out.

**Senior
Manager-
Construction
Training**

10.4 Summary report of the 7th meeting of the Task Force on Trade Testing in 2014 (for information)

10.4.1 Members took note of Paper CIC/CTB/P/210/14 and noted the summary report of the 7th meeting of the captioned task force. As regards the matter arising from the last meeting that Carpenter (Formwork) was not required to remove the iron nails on the formwork, the Task Force had consulted the industry about the real practice and would seek advice from relevant course advisory panels accordingly. Concerning the new trade test questions for Painter and Decorator, the Task Force considered that the requirement for skills to be tested should not be raised due to the amendments to CWRO and the contents and time for the new test questions should not be more than the existing master set. The management would continue to follow up the comments regarding the test questions.

10.4.2 Mr NG Kwok-kwan, chairman of the task force,

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briefly introduced the “Summary table on waiting time for trade tests (as of 31 November 2014)” and stated that there were only 6 trade tests currently with waiting time beyond the two-month benchmark. Four of them were expected to meet the benchmark by the end of 2014 while the remaining two could make it in the first quarter of 2015. Chairman of the task force continued that the gradual decrease in waiting time was attributed to the effort of CIC’s staff and the implementation of various improvement measures.

10.5 Summary report of the 3rd meeting of the Task Force on Contractor Cooperative Training and Apprenticeship Scheme in 2014 (for information)

Members took note of Paper CIC/CTB/P/211/14 and noted the summary report of the 3rd meeting of the captioned task force.

10.6 Verbal report by Task Force on Sub-contractor Cooperative Training, On-the-job Training, E&M Training and Subsidy Scheme in 2014

Chairman stated that meeting of the captioned task force would be held in early 2015. Yet, the benchmarks for comparing cost-effectiveness of various cooperative training schemes and the progress report on the integration proposal of construction cooperative training schemes would be given in related papers later.

10.7 Proposal of changing the Compactor Operation Course to a part-time course (for discussion)

Members took note of Paper CIC/CTB/P/212/14 and noted the background of the captioned proposal. It was also noted that the proposal had been discussed and approved by Course Advisory Panel on Plant Operation and Task Force on Training. After consideration, Members agreed to change the full-time Compactor Operation Course to part-time mode. Since the course contents and the class size were already approved by Labour Department, they would remain unchanged after the change of study mode with 13 days of training and 5 trainees per class. The course would be changed to part-time mode after all applicants currently

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on the waiting queue were being taken in for the full-time mode. For the course fee, it would be calculated on a cost-recovery basis with a charge of \$7,000 per trainee, which included \$140 for the Green Card Course and \$900 for the Certification Test.

10.8 Proposal of increasing the training capacity for Excavator Operation Course (for discussion)

10.8.1 Members took note of Paper CIC/CTB/P/213/14 and noted the background of the captioned proposal. It was also noted that in parallel to the discussion with the Labour Department about the introduction of simulator into Excavator Operation Course, the management proposed three options to increase the training capacity for excavator operation, which included: i) to find suitable course providers to offer excavator operation course through out-sourcing; ii) to find suitable contractors to provide certification tests for excavator operation through out-sourcing so that CIC could spare resources for increasing the number of classes of excavator operation; and iii) to move the workshops at Tuen Mun Training Ground, which were unrelated to the training of load-shifting machinery, to other training grounds so that more space could be used for holding more classes for excavator operation. The three options would involve different annual recurrent expenditure and one-off capital expenditure in providing different number of class places per year. Members also noted that Task Force on Training had discussed the three options and agreed to adopt Option Two and Option Three. It was recommended that Option Two be implemented first and Option Three be introduced subject to the review of the effectiveness of Option Two and the waiting queue at that time in order to increase the training capacity of Excavator Operation Course.

10.8.2 For Excavator Operation Course, there were still 30 applicants in the queue even after “cutting off

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the queue”. Chairman stated that the aim of using the measure of “cutting off the queue” was to let interested applicants know that the quota for the course was full and in the interim there was no need to wait for the course. Yet, the number of applications received after the adoption of the “cutting off the queue” measure should be recorded and the management should list out the figures in the table on the estimated waiting time for courses so that Members could consider other possible enhancement measures with reference to the number of applicants still expressed interest in taking the course even after the quota was full.

**Senior
Manager-
Construction
Training**

10.8.3 A Member representing the union raised that the industry had concerns over the standard of the training / trade tests offered by the out-sourced providers. If CIC adopted Option Two to out-source the certification test for the operation of excavator, it should ensure that the standard of the provider could meet the requirements of CIC. That Member also asked if the certification test to be out-sourced was for new application or re-validation. Senior Manager - Construction Training replied that the initial plan was to out-source Certification Course cum Test for Excavator Operation (New applicant) and the test would last for 3 days in total. CIC would continue to provide the one-day Revalidation Test (Renewal). To ensure the standard of the certification tests to be conducted, contractors would be requested to install CCTV at the testing venue to record the whole testing procedures and staff would be sent to conduct spot checks from time to time.

10.8.4 That Member continued that the union was now collecting data and record of site accidents involving new crane operators. Thus, it was hoped that CIC could place importance on the safety of new operators at work. That Member also expressed concern over the proof of employment to be provided by new applicants for taking the tests. Senior Manager-Construction Training said that new

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applicants to the test must possess working experience of three years or above in operating excavators before September 2002. Yet, many of the workers did not renew on time after obtaining their first licenses and thus had to re-take the test. When applying for the test, certification of employment was still needed from a local employer/company. The CIC's centre offering the tests would also call the employer/company to verify the information giving in the supporting documents.

(Prof TAM Chi-ming left at this juncture.)

10.8.5 Chairman requested Task Force on Trade Testing to review whether the requirements for applying for certification test on excavator operation, including the submission of employment certificates for new application and renewal of application, still met with the market needs. It should also consider whether there was an inadequacy in the quality of work of these licensed operators.

**Task Force on
Trade Testing
and
Senior
Manager-
Construction
Training**

10.8.6 For other organizations that were approved by Labour Department to provide certification test on the operation of excavator in Option Two, the test fee charged was different from that charged by CIC. Chairman expressed concern over the issue and hoped that Senior Manager-Construction Training could properly handle the difference in test fees and report to CITB before the implementation of Option Two. For Option Three, which involved considerable amount of capital expenditure, Senior Manager-Construction Training was requested to seek approval from CITB before its execution.

**Senior
Manager-
Construction
Training**

10.9 Tender documents for purchasing a new Luffing Jib Tower Crane (for discussion)

Members took note of Paper CIC/CTB/P/214/14 and noted the background of the captioned proposal of purchase. It was also noted that CIC had invited Chairman of Hong

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Kong Tower Crane Engineering Association Limited cum member of Course Advisory Panel on Plant Operation to advise on the technical assessment criteria and the technical requirement for tower crane in the said tender documents. After consideration, Members accepted the tender documents for the captioned purchase as approved by Task Force on Training.

10.10 Tender documents for purchasing two new crawler-mounted mobile cranes (for discussion)

Members took note of Paper CIC/CTB/P/215/14 and noted the background of the captioned proposal of purchase. It was also noted that CIC had invited a member of Course Advisory Panel on Plant Operation to advise on the technical assessment criteria and technical requirement for crawler-mounted crane in the said tender documents. After consideration, Members accepted the tender documents for the captioned purchase as approved by Task Force on Training.

10.11 Proposed revisions to Construction Safety Supervisor Course (for discussion)

Members took note of Paper CIC/CTB/P/216/14 and noted that Task Group on Construction Safety Courses and Task Force on Training had approved the captioned revisions, which included adding the topic of “risk assessment” in the course and increasing the teaching hours from 42 hours to 43 hours. After consideration, Members approved the captioned revisions and trainees who completed the revised course could be exempted from taking modules 1, 2 and 3 of Site Safety Training Course for Site Management Staff.

10.12 Benchmarks for comparing cost-effectiveness of various cooperation training schemes (for discussion)

10.12.1 Members took note of Paper CIC/CTB/P/217/14 and noted the background of determining the benchmarks for comparing cost-effectiveness as well as the six benchmarks, which included application rate, drop-out rate, passing rate, in-service rate, course satisfaction level and cost of

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training. Members also noted a proposed revision to change the denominator of the formula in part one under the benchmark of “application rate” to the estimated manpower shortage and a proposed revision to add the rate of in-service employment after graduation of one year under the benchmark of “in-service rate”.

**Senior
Manager-
Development &
Support**

- 10.12.2 A member of a task force attending the meeting raised that it was necessary to set the ultimate purpose of establishing such benchmarks for comparison. A Member representing the union declared his interest in the Construction Industry Cooperative Training Scheme (Labour Union) – Pilot Scheme (CICTS) and pointed out that the benchmarks for comparison should not just be used to measure the effectiveness of cooperative training schemes but should also be used in assessing the training courses offered by CIC.
- 10.12.3 Director agreed that CIC had to keep on enhancing the cost-effectiveness of training courses. In fact, CIC had measured the cost-effectiveness of training courses a year ago but it might not be comprehensive enough. Thus, after setting the captioned benchmarks for comparing cost-effectiveness, training courses and cooperative training schemes of CIC would adopt the same set of benchmarks. Chairman stated that CIC would continue to measure the cost-effectiveness of training courses and proposed the Task Force on Training to adopt the benchmarks of cooperative training schemes as the basic framework to facilitate comparison of cost-effectiveness of training courses and that of cooperative training schemes in the future.
- 10.12.4 A member of a task force attending the meeting expressed that the launch of cooperative training schemes was due to the lack of training resources at CIC to cope with the demand from the industry, and thus, it was hoped to increase the training capacity through cooperation with the industry.

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Therefore, it was not appropriate to lay down only the benchmarks of comparison for cooperative training schemes. It should also set benchmarks for all training courses. That Member continued that the benchmarks should not be too meticulous or vague, otherwise, the benchmarks could not be executed. Since such benchmarks would become the “navigating system” and cornerstone for the training work of CIC, the management were proposed to consider thoroughly the contents of various benchmarks for comparison and seek advice from statistical professionals to enhance these benchmarks. The actions to be taken by CIC after comparing the cost-effectiveness should also be considered in advance.

10.12.5 Chairman invited Members to comment on the proposed six benchmarks. Comments received would be relayed to Task Force on Training to follow up and then submitted to CITB for consideration and for the discussion on corresponding measures. A Member proposed that the measurement and comparison of cost-effectiveness be executed by an independent third party. Chairman opined that the measurement / comparison of some of the proposed benchmarks were simple and direct, which could be handled by CIC. Only individual items might require a third party to execute.

10.12.6 A member of a task force attending the meeting pointed out that the level of course satisfaction might be affected by the class venues. Thus, the factor of different context should be considered when comparing the training courses of CIC with cooperative training schemes. For in-service rate, it would be lower for graduates of CIC training courses than that for graduates of cooperative training schemes. If it was used for comparison, it might be unfair to the training staff of CIC. That Member added that, in his opinion, the proposed benchmarks were adequate enough.

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10.12.7 Chairman stated that the measurement for course satisfaction level would be the comparison among internal courses. Survey results of other benchmarks would also be considered when evaluating the cost-effectiveness. As different trades were involved in the cooperative training schemes, the training modules offered by each company could be considered for comparison. Chairman added that the ways of compiling the statistics and the use of the data generated would be followed up.

10.12.8 A member of a task force attending the meeting said that the drop-out rate and in-service rate were the most important factors in measuring the cost-effectiveness of CIC's partners. It would be desirable if low drop-out rate and high in-service rate could be achieved. External courses and internal courses should not be compared directly. The benchmarks should not be too complicated when they were first launched.

10.12.9 Chairman summarized that a meeting with Task Force on Training would be held in due course to standardise the benchmarks and establish goals. It would also discuss whether the expected results of measurement could meet the goals and the implementation details as well as the follow-up actions. Chairman invited all Members to send in their comments, if any, to the Secretariat within two weeks after the meeting.

**Task Force on
Training
Senior
Manager-
Development &
Support
Senior
Manager-
Construction
Training
All Members**

10.13 Proposed revisions to Contractor (Tower Crane Operation) Cooperative Training Scheme (for discussion)

Members took note of Paper CIC/CTB/P/218/14 and noted the background of the proposed revisions. After consideration, Members approved the proposed revisions to Contractor (Tower Crane Operation) Cooperative Training Scheme. The venue for training would be changed to the workshop of the contractor and the period of training would be reduced from 80 days to 40 days to align with the newly revised full-time short course on tower crane. Members also accepted the total

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budget estimates and the estimated cost of training per trainee for the said cooperative training scheme. Individual applications for providing the training, the number of persons to be trained and the estimated expenditure still required the approval from CITB in the future.

10.14 Internal audit report for Sub-contractor Cooperative Training Scheme and improvement measures (for information)

10.14.1 Members took note of Paper CIC/CTB/P/219/14 and noted the background of writing up the captioned audit report as well as the summary of the report and the corresponding measures for improvement.

10.14.2 A Member representing the union asked if the “contract” mentioned under item 6 of “the employment contract between a trainee and a sub-contractor should be more strictly examined” in the summary report referred to a proper legal document. Quite a number of trainees were not willing to sign this kind of legal-binding documents. It was thus proposed to retitle it to “a letter of intent”.

10.14.3 Director said that Sub-contractor Cooperative Training Scheme was one of the on-the-job training schemes operating under the “first-hire-then-train” principle. Thus, participants must sign an employment contract. A member of a task force attending the meeting raised that a standard contract could be used for both parties to sign with CIC being the witness if a trainee worried about the contents of the employment contract.

10.14.4 Senior Manager-Development & Support summarized that the drop-out rates in 2014 as of today for Sub-contractor Cooperative Training Scheme and Contractor Cooperative Training Scheme were 24% and 8% respectively. Two classes of the Pilot Scheme (Labour Union) were just launched and the second class was still in

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progress. That Member representing the union expressed that individual trainees, who completed the first class under the scheme, were not willing to sign the employment contract. The union could not intervene. Chairman stated that if a trainee just wanted to receive training but did not want to sign employment contract, he/she could consider taking a course at CIC.

10.14.5 A member of a task force attending the meeting opined that the Pilot Scheme was still on trial and not yet on track. Thus, it was inappropriate to conduct an internal audit at such an early stage. That Member proposed to focus on the more practical discussion on the drop-out and in-service situations of trainees under the cooperative training schemes as well as the definitions of in-service rate.

10.14.6 Director pointed out that the report only assessed the operational procedures of sub-contractor cooperative training schemes. Chairman supplemented that enhancement of the operational procedures for cooperative training schemes had been considered for a long time. Since there was an internal audit on the same matter, the related audit results were submitted to Members for reference. Chairman added that the data of comparison derived after the standardization of the benchmarks for internal training courses and cooperative training schemes could facilitate the discussion of Members.

10.15 Summary report of meetings with representatives of trades under Sub-contractor Cooperative Training Scheme (for information)

Members took note of Paper CIC/CTB/P/220/14 and noted the background of arranging these meetings as well as the summary highlights of the meetings with representatives of the six trades.

10.16 Impact of the CWRO Amendments on trades tests, the overall response plan and the publicity proposals (for

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discussion)

10.16.1 Members took note of Paper CIC/CTB/P/221/14 and noted that the captioned paper had been submitted to Steering Group on Implementation of CWRO Amendments (“Steering Group”) and Task Force on Trade Testing for consideration. The Steering Group had endorsed the lower limit (59,000 man-time) and upper limit (77,000 man-time) of trade testing capacity estimated for the coming two years in 2015 and 2016. The overall response plan, publicity proposals and the additional resources required were also approved by the Task Force. For the purpose of encouraging registered general workers to apply for trade tests in an orderly manner in stages within two years after the amendments to CWRO, the management proposed two incentive options and the budget required to encourage early applications, in addition to the launch of an outreach project. Furthermore, a proposal on recruitment of additional manpower in stages and the related financial estimates were drafted for the response plan.

10.16.2 Since the response plan and publicity proposals involved a considerable amount of estimated expenditure, Members were advised to peruse the paper and then discuss and decide in the next meeting.

All Members

10.17 Any Other Business

10.17.1 Sub-contractor (Concreting) Cooperative Training Scheme – Pilot Scheme (for discussion)

10.17.1.1 Members noted the above paper tabled in the meeting. As Members required time to read the paper, Director suggested, with the consent of Chairman, seeking advice from Members through circulation after the meeting.

Secretariat

10.17.1.2 A Member representing the union

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declared his interest, stating that the union had not discussed with Hong Kong Construction Sub-Contractors Association (HKCSA) and had no intention of acting as HKCSA's out-sourced organization up till now. That Member continued that the daily subsidy for trainer in the Pilot Scheme was far below the actual salary of skilled workers in the trade in question. That Member wished to know if HKCSA agreed to the proposed amount of subsidy. If HKCSA offered allowance to the trainer's subsidy, it was hoped that CIC could provide the information.

**Senior
Manager-
Development &
Support**

10.17.1.3 Chairman stated that confirmation from HKCSA was sought before submitting this proposal and this was a subsidy scheme. Chairman requested Senior Manager-Development & Support to contact HKCSA after the meeting to re-confirm their view towards the trainer's subsidy.

**Senior
Manager-
Development &
Support**

[Post-meeting notes: Senior Manager-Development & Support had contacted HKCSA after the meeting and confirmed that HKCSA agreed to the contents of the said proposal.]

10.17.2 Introduction to the draft of "Construction Industry Subsidy Training Scheme"(CISTS)

Since there was not enough time, Chairman instructed to circulate the captioned draft, which integrated all the existing cooperative training schemes, to seek advice from Members.

Secretariat

10.17.3 A token of thanks to retiring Members

On behalf of CITB, Chairman expressed his gratitude to following six retiring Members for

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their dedicated service:

Sr LAI Yuk-fai, Stephen	Prof TAM Chi-ming
Mr LOK Kwei-sang, Tandy *	Mr LI Chi-leung
Ms HUNG Yee-man	Mr MAK Tak-ching

(* Mr LOK Kwei-sang was appointed by CITB as the Chairman of Task Force on Training in 2015 in the capacity of an independent person and would attend the meetings of CITB as the chairman of the said task force to ensure the continuity of work.)

10.18 Tentative date of next meeting 001/15

The next meeting was scheduled for 13 January 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 11:40 a.m.

**CIC Secretariat
December 2014**