

Construction Industry Council

Construction Industry Training Board

Meeting No. 001/14 of the Construction Industry Training Board (CITB) was held on Tuesday, 18 February 2014 at 9:30 a.m. at Conference Room, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wanchai, Hong Kong

Present :	Ir PANG Yat-bond, Derrick Ir HO Ngai-leung, Albert Ms HUNG Yee-man Mr LAM Ping-hong, Robert Mr LOK Kwei-sang, Tandy Mr NG Kwok-kwan Mr SZE Kyran Ir SYNN Raymond-cheung Mr TSE Chun-yuen Mr LAM Kai-chung, Albert Mr LI Chi-leung	Chairman Member Member Member Member Member Member Member Member Member Member
In Attendance :	Ir LAU Chun-kit, Ricky Mr LAM Shing-tim Mr WONG Doon-yee, Charles Ir LEUNG Wai-hung, Alex Ms Katherine TAM Mr WONG Chi-lap Mr CHU Yin-lin Mr CHEUNG Yuk-lung Dr Thomas TONG Mr Robert LAU Mrs Olivia YIU Ms Joyce AU	Ch AS (Works) 6, DEVB AS (Works Policies) 9, DEVB Director - Training & Development, CIC Deputy Director - Training & Development, CIC Senior Manager - Finance, CIC Senior Manager - Construction Trade Testing, CIC Senior Manager - Construction Training, CIC Senior Manager - Development & Support Services, CIC Chief Research Consultant, CIC Manager - Construction Trade Testing, CIC Manager - Trainees Recruitment & Career Support, CIC Manager - Board Services, CIC

	Ms Formula CHEN	Assistant Manager - Board Services, CIC
Apologies :	Sr LAI Yuk-fai, Stephen	Member
	Mr MAK Tak-ching	Member
	Prof TAM Chi-ming	Member

Progress Report

Action

1.1 Welcome and Information Kit for Members of Construction Industry Training Board (CITB)

Chairman welcomed all Members to attend the first CITB meeting in the new term and welcomed the new Member, Mr LAM Ping-hong, Robert. In addition, Deputy Director briefly introduced the information kit prepared by the Secretariat for Members of CITB in the new term.

1.2 Confirmation of progress report of 6^h meeting of Construction Industry Training Board (CITB) in 2013

Members took note of Paper CIC/CTB/R/006/13 and confirmed the Progress Report of the 6th meeting held on 10 December 2013.

1.3 Matters arising from the 6th meeting

1.3.1 Agenda item 6.3.2 — Financial estimates of CITB for Year 2014

Members noted that the captioned financial estimates had been circulated.

1.3.2 Agenda item 6.3.3 — Reimbursement of surcharge payment for those who re-took the test within a specified period and passed the construction trade test or intermediate trade test

Members noted that the measure to reimburse surcharge payment to workers, who re-attempted the test within one year or half a year with a pass in the test, had been implemented from 10 December 2013

Action

onwards.

- 1.3.3 Agenda item 6.3.5 —Additional requirements for confirming trainees of joining specified E&M (construction) employer companies

Members noted and accepted the three requirements for E&M (construction) employer companies under E&M Training Subsidy Scheme for Diploma in Vocational Education programme of VTC as submitted in the meeting. Members also agreed to the proposal of allowing exemption of two of those requirements for government departments, public organizations and authorized registered E&M contractors under Development Bureau and Housing Department. Chairman stated that although the aforementioned registered E&M contractors were exempted, CIC still had to audit check and inspect the training provided by these contractors.

**Senior
Manager-
Development
& Support**

- 1.3.4 Agenda item 6.3.7 — Directions for E&M training and related data

This would be discussed under agenda item 1.6.

- 1.3.5 Agenda item 6.4.3 — Full implementation of allowing workers with expired temporary registration to study simplified Specified Training Courses (STCs)

Members noted that CIC had already accepted the applications for enrolling in simplified STCs from workers with expired temporary registration. It was also noted that CIC had arranged temporary interpreters for workers from ethnic minorities upon request.

- 1.3.6 Agenda item 6.5.3 —Report on workload of CIC instructing staff and training cost

Members noted that the schedule of teaching duties of CIC instructing staff at present was already full. For the topic of further enhancing the number of training places, it would be discussed under agenda item 1.15.

	<u>Action</u>
1.3.7	Agenda item 6.6.2 — Sum up and follow up on CITB Brainstorming Session on Training
	Members noted that the proposal of “enhancing the quality of training” as raised in the brainstorming session would be discussed under agenda item 1.15.
1.3.8	Agenda item 6.7.2 — On-the-job training allowance for Construction Supervisor / Technician Training Programme
	Members noted that CIC had followed the resolution of CITB to offer a 6-month on-the-job training allowance to trainees taking Construction Supervisor / Technician Training Programme commenced in 2012/13 or afterwards, which would be issued in a lump sum after a trainee had met all the requirements and regulations.
1.3.9	Agenda item 6.8.3 — Estimates for establishing two outdoor training grounds
	Members noted that the lot at Tin Wah Road, one of the two lots in Tin Shui Wai (Tin Wah Road and Tin Yuet Road) previously proposed for establishing outdoor training grounds, was not supported by the Yuen Long District Council, so the Lands Department suggested other lots for CIC to consider. The management would submit proposal of new venues to CITB for consideration in due course. A Member raised that when estimating the set-up cost of the training grounds, the management should appropriately estimate the number of containers based on actual conditions and the number of trainees within the training ground, and also consider merging the office and store room into one container to reduce the number of containers.
1.3.10	Agenda items 6.9.3 and 6.9.4 — Recruitment of lecturers for courses under Enhanced Construction Supervisor / Technician Training Scheme and complaint of deferring course commencement date

**Senior
Manager -
Construction
Training**

Action

Members noted that CIC had successfully recruited several lecturers to teach construction supervisor courses and the first class in 2014 would be offered on 18 March. With the arrival of full-time lecturers in sequence, CIC planned to add one class of Enhanced Supervisor Course each month from March to May. At present, each class has 40 trainees. If the lecturers could report duty as scheduled and would stay at work, it was believed that the number of people waiting for admission could be largely reduced. Meanwhile, CIC was also actively recruiting part-time lecturers to assist in teaching some modules of the course.

For the complaint due to the deferral of course commencement date, Members noted that CIC had replied the person concerned. Moreover, CIC had also drafted a standard letter on class deferral, which would be sent to applicants in waiting in advance according to the queuing conditions, to avoid having to give explanation and reply after a complaint was received. The management would submit class schedule, class venues, number of applicants and timetable on waiting for the said course in every CITB meeting as advised by the Chairman.

Senior Manager-Construction Training, Manager-Trainees Recruitment & Career Support

- 1.3.11 Agenda item 6.9.5 — Progress of Investing in Construction Manpower project and its estimated balance

Members noted that the management would submit in the next meeting the progress report of the captioned project and the estimated balance of the \$300 million earmarked by the HKSAR Government to support the training work of CIC.

Senior Manager-Construction Training Senior Manager-Finance

- 1.3.12 Agenda items 6.10.2 and 6.10.3 — Proposed revisions to the tests for Leveller and Window Frame Installer by Course Advisory Panels

Members noted that the management would relay the comments proposed in the last CITB meeting to

Action

relevant course advisory panels for follow-up action and discussion.

- 1.3.13 Agenda item 6.11.2 — Half-yearly report on complaints about Trade Tests for Construction / Civil / E&M Trades and Certification Tests for Plant Operation

Members noted that the management would add accumulated number and categories of cases in the next report. In addition, a representative from the Hong Kong Construction Employees General Union was invited to visit the workshop of plumbing test in late December 2013. He was satisfied with all aspects in the workshop.

1.4 Proposal for Co-opted Members for year 2014 (for discussion)

Members noted that Paper CIC/CTB/P/032/14 had to be withdrawn because composition of CITB was listed clearly in the Construction Industry Council Ordinance. Thus, no Co-opted Member would be appointed. CITB might consider inviting the three persons as proposed in the Paper to attend CITB meeting if necessary.

**Chairman
and Deputy
Director-
Training &
Development**

1.5 Event proposal for “2014 Hong Kong Youth Skills Competition cum Construction Industry Mega Fun Day” (for discussion)

- 1.5.1 Members took note of Paper CIC/CTB/P/033/14. Director stated that the proposed “2014 Hong Kong Youth Skills Competition” co-organized with Vocational Training Council (VTC) would be held on 27 and 28 June 2014 at Kai Tak Cruise Terminal. A mega fun day would also be held at the same time. The trades of competition would include previous trades like Plumbing, Tiling and Painting as well as new trades like Bricklaying and Joinery, altogether a total of five trades. The winners would receive intensive training offered by the industry and CIC and would represent Hong Kong to take part in the 2015 WorldSkills Competition at Brazil. Members also

Action

noted that the total expenditure for the two events amounted to around \$5.05 million. To reduce the financial burden of CIC, the management would spare no effort to solicit sponsorship to offset part of the expenses of the events.

- 1.5.2 Chairman opined that there was great manpower demand in the industry at present. He proposed further enhancing publicity activities beyond the industry and promoting the construction industry to the public. Chairman also stated that the number of trades for overseas competition had increased to five but more trades for local competition at “2014 Hong Kong Youth Skills Competition” could be further considered to encourage more contractors and subcontractors to send their employees to participate in the competition. This could enlist their support to the industry, promote the event and construction industry, and also enhance the skills level of relevant trades through competition.
- 1.5.3 CITB approved organizing “2014 Hong Kong Youth Skills Competition cum Construction Industry Mega Fun Day” and participating in “2015 WorldSkills Competition”. It also accepted the proposed funding for these events and the plan for soliciting sponsorship. The management would submit the Paper to Committee on Administration and Finance for endorsement.

**Manager-
Trainees
Recruitment
& Career
Support**

1.6 Proposed arrangement for E&M training in construction industry (for information)

- 1.6.1 Members took note of Paper CIC/CTB/P/034/14 and noted that the management had met in November 2013 with representatives from Electrical and Mechanical Services Department (EMSD), Vocational Training Council (VTC), Hong Kong Federation of Electrical and Mechanical Contractors Limited (HKFEMC) and The Lift and Escalator Contractors Association (LECA) to discuss training for E&M related trades and the required number of training places in the future. Members also noted the

Action

main points of discussion in the meeting and agreed to the follow-up actions of CIC.

- 1.6.2 A Member representing the union stated that the union, as a representative of frontline workers, got hold of a certain amount of manpower data, so it should be invited to take part in any discussion related to matters in manpower resources and training in the industry. Chairman agreed and instructed the management to invite union representative to give comments in relation to E&M training matters in the future.
- 1.6.3 DEVB representative attending the meeting stated that to complement the implementation of “Contractor Cooperative Training Scheme (E&M trades)”, the Government had already added mandatory clauses in its relevant new public works contracts, stipulating the E&M contractor under the contract had to join “Contractor Cooperative Training Scheme (E&M trades)”. For the existing public works, contractors would be encouraged to provide more training opportunities for the industry through a Supplementary Agreement.
- 1.7 **Proposed training targets and cost estimates for “Contractor Cooperative Training Scheme”, “Subcontractor Cooperative Training Scheme”, “Plumbing-Contractor Cooperative Training Scheme” for Year 2014 (for discussion)**
- Members noted that Paper CIC/CTB/P/035/14 had to be withdrawn.
- 1.8 **Proposal of optimized training measures for Subcontractor Cooperative Training Scheme (for discussion)**
- 1.8.1 Members took note of Paper CIC/CTB/P/036/14 and noted the proposed optimized measures targeted for trainees, instructors and employers under the Subcontractor Cooperative Training Scheme.

	<u>Action</u>	
1.8.2	<p>For the proposed optimized measure that CIC would have to meet the instructors recommended by every sub-contractor before approving the application and invite those instructors to share their experience of teaching, a Member opined that some instructors might not have worked in the training field before and it would be difficult for them to share experience. Thus, CIC was recommended to provide training to those instructors for one day or a couple of hours to explain matters related to trade training.</p>	
1.8.3	<p>Deputy Director stated that a briefing session could be arranged to explain to the instructors the requirements of CIC for training under cooperative training schemes. Seminars or tea gatherings would also be arranged as proposed by the Chairman for these instructors after the training scheme had operated for a certain period of time, so the more experienced instructors could share their training experience with the new ones.</p>	Senior Manager-Development & Support
1.8.4	<p>Member representing Hong Kong Construction Employees General Union pointed out that the drop-out rate of the trainees admitted for the cooperative scheme in 2013 was 36% and a large amount of training resources were wasted. That Member opined that CIC should find out the reasons why the trainees dropped out and review whether to continue with the cooperative training scheme.</p>	
1.8.5	<p>Chairman expressed that CIC had submitted a report on the statistics and analysis of drop-out rate of trainees under the said cooperative training scheme last year and the management could circulate the said report to all Members again. Chairman added that the high drop-out rate of trainees was the issue CIC had to address and tackle at the moment. As regards how to enhance the quantity of training and quality of teaching, they would be explored in another discussion paper. Yet, the main training direction at present was to provide cooperative training through the contractors and subcontractors. It was not recommended to make a great change at this stage</p>	Senior Manager-Development & Support

Action

and should focus on the discussion of improvements.

- 1.8.6 That Member stated that the union he was representing had reservations about the implementation and execution of the cooperative training scheme. The training targets were set high but not many trainees completed the training. He opined that there was a need to fully review whether such cooperative training scheme was well-planned or not and if it could achieve the expected outcomes or not.
- 1.8.7 Chairman expressed that Contractor Cooperative Training Scheme was only implemented for a short time, in particular the Sub-contractor Cooperative Training Scheme, which was implemented for less than a year. Any scheme at its initial operation problems had a lot of to tackle. Chairman continued that the training scheme was needed to be reviewed and hoped that it could be more mature after operating for a certain period of time and the completion of the review.
- 1.8.8 Another Member responded from the view of sub-contractor and stated that the industry shared the same concern over the drop-out of trainees and the effectiveness of the scheme as raised by the representative from the union. However, the Sub-contractor Cooperative Training Scheme did provide a certain number of additional manpower to the market after its implementation. That Member added that it was understandable that the scheme had not yet achieved the expected outcome as it just implemented for a short time and agreed that optimization of the scheme was needed.
- 1.8.9 CITB approved the proposal of optimized measures for Sub-contractor Cooperative Training Scheme. Chairman promised to conduct continuous reviews on the scheme. If anything improper was spotted, the contents of the scheme would be adjusted immediately where necessary.

**Senior
Manager-
Development
& Support**

Action

(Post-meeting notes : As the above Paper CIC/CTB/P/036/14 did not include the need for Members to approve the revisions on framework document (Annex One), the Secretariat circulated a separate paper on “Proposal of newly revised framework document on optimized measures for Sub-contractor Cooperative Training Scheme” (Paper CIC/CTB/P/070/14) on 27 February 2014. Members were requested to endorse and approve paragraph 3 in the Paper about the administrative expenses for subsidizing Hong Kong Construction Sub-contractors Association with a monthly amount of HK\$60,000 and the revisions made to the framework document for Sub-contractor Cooperative Training Scheme (optimized measures). As a Member proposed discussing the circulated Paper in the next CITB meeting, the Secretariat would submit again the Paper to CITB for discussion.)

1.9 Proposal of adding “Concreting Course” into Sub-contractor Cooperative Training Scheme (for discussion)

Members noted that Paper CIC/CTB/P/037/14 had to be withdrawn.

1.10 Proposals for training capacity, new course and financial estimates under Diploma in Vocational Education Programme for 2014/2015 and subsidy for Basic Safety Training Course for 2013/2014 (for discussion)

1.10.1 Members took note of Paper CIC/CTB/P/038/14 and noted that Vocational Training Council (VTC) proposed to add a new course of “Gas Services Engineering” on top of the existing seven specified courses under Diploma in Vocational Education (DVE) Programme for 2014/2015. As the number of subsidized training places had to be increased from 595 to 684, CITB needed to request for additional financial expenses of around \$2.70 million from CIC. Furthermore, trainees taking courses in 2013/2014 had to study Mandatory Basic Safety Training Course before receiving on-site training. As trainees below

Senior

Action	
18 years old required the approval of Labour Department to take the basic safety training course, VTC only registered a total of 205 trainees, who were 18 years old or above, for the said safety course and applied to CIC for a subsidy of about \$30,000. A Member opined that CIC should actively strive for letting trainees under 18 years old practise on construction sites as experience in industry practice was very important. Chairman requested the management to follow up with VTC the comments of that Member.	Manager-Development & Support
1.10.2 CITB approved adding “Gas Services Engineering” course to DVE Programme in 2014/2015, increasing 89 additional subsidized training places, and subsidizing 205 trainees in 2013/2014 to take Mandatory Basic Safety Training Course. All these would incur an additional financial expenditure of \$2,769,900. The management would submit the paper to Committee on Administration and Finance for endorsement.	Senior Manager-Development & Support
1.11 Proposal of running three part-time courses (for discussion)	
1.11.1 Members took note of Paper CIC/CTB/P/039/14 and noted the background, course contents and the requirement for adding equipment of \$167,500 for running the three part-time courses, namely “噴漿批盪及其機械保養課程” (“Spray plaster and maintenance of its plant equipment course”), “聚乙烯管安裝實務課程” (“Installation of polyethylene pipes practical course”) and “鋼筋配筋表(屈鐵表)編制課程” (“Preparation of bar bending schedule course”). For the course fees, it was \$1,400 per trainee for the first course while the two other courses both charged the same amount of \$1,800 per trainee.	
1.11.2 CITB accepted the proposal of running the captioned three part-time courses and the required resources.	Senior Manager-Construction Training
1.11.3 Members noted that a letter was received in January	

Action

2014 from Hong Kong Bar-bending Contractors Association Limited. It requested that trainees referred by it could get a 20% discount when taking the proposed part-time courses. However, CIC would not offer discount for its part-time courses unless there was a special reason from the industry. Thus, the said request was not accepted.

1.12 Report on the work progress of the second update of Construction Industry Council Manpower Forecasting (CICMF) Model (for information)

- 1.12.1 Members took note of Paper CIC/CTB/P/040/14 and noted that the first update report on the part of workers of CICMF Model was approved by CIC in October 2013. The second update of the Model had been started and its research targets included professional personnel, non-resident site technicians, site supervisory personnel and workers. The initial report was expected to be completed in April 2014 and it could be submitted to CIC for approval in the second quarter of 2014. Members also noted that the management would introduce the revised public version of the first update report on CICMF Model under the item of Any Other Business.
- 1.12.2 CITB accepted the work progress report of the second update of CICMF Model.

1.13 Report on follow-up issues of the first communication meeting in 2014 between CITB and Course Advisory Panels (for information)

- 1.13.1 Members took note of Paper CIC/CTB/P/041/14 and noted that the first communication meeting between CITB and course advisory panels was held on 27 January 2014. Such meeting was expected to be held every six months. Apart from voicing concerns regarding their respective trades, chairmen of all advisory panels also exchanged their views on course contents and test contents as well as equipment issue. Members also noted that the management would follow up the concerns raised by each panel and

Action

estimate the completion time of each action item, and then report in the next communication meeting.

1.13.2 Chairman stated that the main points of discussion raised by course advisory panels included shortage of instructors, insufficient classes and venue accommodation etc. Interested Members were invited to join the next communication meeting and exchange their views with course advisory panels.

1.14 Progress report on the second meeting of Steering Committee on Construction Industry Council Manpower Forecasting Model Updating and Enhancement Study (for information)

Members took note of Paper CIC/CTB/P/042/14 and accepted the progress report on the second meeting of the captioned Steering Committee.

1.15 Future work direction of CITB (for discussion)

1.15.1 Members took note of Paper CIC/CTB/P/031/14 and noted the three objectives of the future work of CITB, which included (i) enhancing the quality of training and trade testing; (ii) increasing the quantity of training and trade testing; and (iii) continuous enhancement and development in the quality of instructors.

1.15.2 Chairman stated that manpower shortage was a critical problem faced by the industry at present. To allow CITB to allocate more time to study the directions of the above three objectives and cut short the discussion on administrative work, Members must be very familiar with the operation of CITB. Thus, four task forces were devised to take up the following responsibilities:

- (i) CIC courses
- (ii) Contractor Cooperative Training Scheme
- (iii) Other cooperative training schemes
- (iv) Trade testing

Members of the task forces could understand the

Action

operation of relevant areas through class observation or inspection of test processes so that they could make specific comments and recommendations for relevant tasks in CITB meeting.

- 1.15.3 Chairman also proposed inviting all Members to opt for two task forces that they would like to join and allocate Members to one of the task forces based on the number of Members choosing the task forces. The Secretariat would then arrange a tour of CIC facilities to let members of the task forces understand the operation of relevant areas in depth. Concerning the inclination of a Member to join more than one task force, Chairman welcomed the idea and would try to accommodate his wish.
- 1.15.4 A Member stated that information about training or trade testing in the past from time to time came from colleagues in the union, who participated in course advisory panels or had once been part-time instructors. However, the present proposal could allow him to directly understand the actual situation of training and trade testing conducted by CIC. That Member also proposed that the task forces could recommend and invite suitable persons to join the task forces. Chairman expressed that it would be considered but hoped to keep 5 to 6 persons in each task force.
- 1.15.5 Chairman instructed the Secretariat to submit a paper in due course and list clearly the terms of reference for each task force and also restructure the existing working groups according to actual needs. It would then be circulated to invite Members to select their interested task forces to join.

**Deputy
Director-
Training &
Development
Manager-
Board
Services**

1.16 Any Other Business

- 1.16.1 Arrangement for circulation of documents

Members noted that CITB had issued more than 240 meeting papers in 2013. Many of them were circulated papers, including papers on applications of

Action

cooperative training schemes seeking for approval. To reduce the work of Members in handling the circulated papers and speeding up the approval process, the Secretariat, according to the provision stipulated in Construction Industry Council Ordinance that CITB could decide its own procedures, proposed if a Member did not respond to the circulated papers within a specified period, the Secretariat would assume he/she accepted the proposals in the papers. If Members did not accept the papers or would like to offer comments, they should raise before the deadline.

A Member representing the union disagreed and stated that making no reply to the circulated papers meant abstaining from making known his stand to the proposals in the papers.

A Member stated that papers were sent by email at present and he worried that it might not reach the email accounts of Members, and thus, making those affected Members being considered as accepting the proposals in the papers. In addition, that Member also opined that filling in reply slip was not time-consuming and now only replies from more than half of the Members were needed before a resolution was adopted, so the procedure was quick and convenient. Chairman stated that it would explore to see if there was a faster and more convenient way to make decision for papers on applications.

**Senior
Manager-
Development
& Support**

After discussion, CITB decided to maintain the present arrangement of completing and returning reply slips of circulated papers for making decisions.

1.16.2 Meeting dates and time in 2014, Members visiting CIC Training Centres and Training Grounds on 19 March 2014

Members noted the loose sheet listing the captioned information submitted in the meeting. Deputy Director requested all Members to note that the next CITB meeting would be held on 19 March 2014 at 9

Action

am. A visit to CIC training centres and training grounds would then be arranged for Members after the meeting.

1.16.3 Letter from Hong Kong Construction Association (HKCA)

Deputy Director reported that a letter was received from HKCA earlier, in which it pointed out the situation of manpower shortage in the industry and made proposals for training skilled workers that included taking overseas experience as reference and expanding the scheme of “employment first, training thereafter”. Chairman supplemented that HKCA in its letter mainly hoped that CIC could train more skilled workers for the industry. Thus, the issue would be explored in later meetings. The Secretariat would study the letter in details and submit recommendations to CITB.

Senior Manager-Construction Training

1.16.4 Revisions of Construction Workers Registration Ordinance

Deputy Director also reported that the revisions of Construction Workers Registration Ordinance and the implementation of the “designated workers for designated trades” would increase the demand for trade testing in the industry. The Secretariat would closely monitor the development and submit papers in due course to CITB for discussion.

Senior Manager-Construction Trade Testing

Moreover, CIC agreed earlier in its meeting that a working group would be formed and led by Chairman of Construction Workers Registration Board (CWRB) and Chairman of CITB to follow up and monitor work related to revisions of Construction Workers Registration Ordinance, which included the work of trade testing and training to be affected by the said revisions. The subsequent discussions and decisions made by the working group would be referred to respective Boards to follow up and execute.

1.16.5 Revised public version of Manpower Research

Action

Report (Workers) of Hong Kong Construction Industry

Chief Research Consultant stated that the captioned research report had been submitted to CIC in end 2013. As the data in the report mostly collected in the first half of 2013, it should, according to the comment of CIC Members, adopt the latest data to make a simple projection of the overall construction industry manpower situation again. The data about “the projection of overall manpower situation of workers” and “manpower requirement of workers estimated to be increased in future years” was now updated and three updated powerpoint slides had been submitted for information of CITB Members.

Chairman reminded Members to read the figures in the report carefully as many sensitive variables existed in the forecasting model and the projected figures could only be used as reference.

Since the number of trainees was not considered in the figures, Chief Research Consultant stated that remarks would be added in the report. Furthermore, the report did not take into account of the fact that when supervising new entrants under the cooperative training schemes, the productivity of technicians would be affected and decreased. Also, productivity of a graduate trainee newly joining the industry would not be the same as a worker with a few years of working experience. Chief Research Consultant responded that all these would be considered in the next update report with necessary adjustments.

**Chief
Research
Consultant**

1.17 There being no other business, the meeting was adjourned at 11:20 am.

**CIC Secretariat
March 2014**