

Construction Industry Council

Construction Industry Training Board

Meeting No. 005/18 of the Construction Industry Training Board (CITB) for 2018 was held on Friday, 14 September 2018 at 9:30am at Board Room, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.

Present:	Allan CHAN	(SKC)	Chairperson
	Kim-kwong CHAN	(KKCN)	
	Sau-kuen CHENG	(SKCg)	
	Joseph CHI	(JCI)	
	Peter LAM	(OKL)	
	Kwok-kwan NG	(KKN)	
	Dennis WONG	(DW)	
	Joey LAM	(KPL)	
	Ping-sang MAK	(PSM)	
In Attendance:	Hau-yin YAU	(HYYu)	Development Bureau
	Patrick CHENG	(KPCg)	Development Bureau
	Ka-kui CHAN	(KKCh)	CIC Chairman
	Albert CHENG	(CTN)	Executive Director
	Alex LEUNG	(AL)	Director - Collaboration & Trade Testing
	Francis WONG	(FW)	Director - HKIC
	Oi-yen LEE	(OYL)	Assistant Director - Registration Services
	Yin-lin CHU	(YLC)	Assistant Director - Training (Acting)
	Ivan KO	(IK)	Senior Manager - Trade Testing
	Davis LIU	(DsL)	Principal - Kowloon Bay Campus
	Rex YU	(SHY)	Principal - Kwai Chung Campus
	Kelvin LIN	(KnL)	Senior Manager - Centre for Professional Development
	Jimmy LEUNG	(JyL)	Manager (Acting) - Collaboration Scheme
	Priscilla TAM	(PTm)	Manager - Board Services & Administration Support
	Formula CHEN	(FMC)	Assistant Manager - CITB-Secretariat
Apologies:	Pat-kan CHAN	(PKC)	
	Yat-hung CHIANG	(YHC)	
	Henry CHAU	(BCC)	
	Amelia FOK	(CYF)	
	Sai-yen YU	(SYYu)	

Minutes

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5.1 Confirmation of Minutes of the Previous Meeting

Members took note of Paper CIC/CTB/M/004/18 and confirmed the minutes of the 4th meeting held on 6 July 2018.

5.2 Matters Arising from the Previous Meeting

Item 4.2 – Suggestions on Training Plant and Equipment Operators

AL reported that the Construction Industry Council (CIC), Development Bureau (DEVB) and Labour Department (LD) held a meeting again on 31 July 2018 to discuss the feasibility of implementing collaborative training scheme for plant and equipment operators on construction sites. It was suggested at the meeting that contractors (employers) who joined the collaborative scheme could submit applications for course approval according to the LD guidelines. Employers would then have to provide qualified instructors, venues as well as plant and equipment while CIC might help employers prepare and submit the documents to LD for approval. CIC would also provide assistance in theoretical teaching, conduct of examinations and printing of certificates. Since the certificates could only be issued by successful course applicants, the wordings of “Certificates being issued by CIC” and CIC logo could not be shown on these certificates. After the meeting, DEVB and LD studied all the suggestions on course application and if both CIC and the contractors’ logos be shown on the certificates. LD would seek legal advice again. The CIC Chairman reiterated that in view of the great demand for plant and equipment operators in the future, training of these operators could not rely solely on CIC and should be conducted jointly by CIC and the industry. Being the statutory body for the construction industry, CIC placed much emphasis on quality management, course quality and instructors’ qualifications. The status of CIC must be appropriately recognized.

**Labour
Department**

Item 4.4 – Performance Indicators for Trade Testing

AL reported that the management had already devised the following performance indicators for the “reliability, equity and high efficiency” of trade testing:

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- (1) To maintain candidates' satisfaction rate at 95% starting from 2018;
- (2) To increase employers' satisfaction rate by 3%, capping at 90%, in accordance with the results of the Employer Satisfaction Survey in 2018;
- (3) To restrict the number of valid complaints in relation to the equity of trade testing to less than 0.3 in thousand tests;
- (4) To control the annual increment of the cost of conducting trade test for each candidate to not higher than the inflation rate with reference to the cost for each candidate in 2018 (excluding capital expenditure such as repairing facilities); and
- (5) To keep the waiting time for trade tests to not more than two months on average for at least 95% of trade tests.

Item 4.7 – Integration of Courses and Recruitment Procedures

The management would submit papers on integration of courses and recruitment procedures respectively in October and December for the discussion of Hong Kong Institute of Construction Management Board (HKICMB). The papers would then be submitted to Construction Industry Training Board (CITB) for consideration.

Item 4.17 – Assessment on Demand for Specific Trades

The Construction Productivity Department of CIC would follow up on the above matter.

Item 4.17 – Arrangement for Issuing Bonus to Students of “Advanced Construction Manpower Training Scheme - Pilot Scheme (Structured On-the-job)”

The management would submit the proposed amendments to the “Construction Tradesman Collaborative Training Scheme” (CTS) and “Advanced Construction Manpower Training Scheme - Pilot Scheme” (ACMTS-Pilot Scheme), and review the arrangement for issuing bonus in the next meeting.

Item 4.17 – Nomination to Course Advisory Panel

The Secretariat thanked OKL for his assistance in liaising with plumbing and pipe-fitting supplier Kembla (HK) Limited. It was noted that Mr. TO Ka-chun from the company had accepted the

invitation to become a member of the Course Advisory Panel on Plumbing & Pipe-fitting for year 2018-2019.

(SKCg joined at this juncture)

5.3 Proposed Business Plan and Annual Budget for CITB in the Year 2019 (for endorsement)

Members took note of Paper CIC/CTB/P/053/18 and proposed business plan and annual budget for CITB in the year 2019. FW and AL briefly introduced respective business plan of the Hong Kong Institute of Construction (HKIC) and Collaboration & Trade Testing in 2019, as well as the related key performance indicators and achievements.

(OKL joined at this juncture)

OYL briefed members on the actual income and expenditure of CITB in 2017, the estimation for 2018, the actual expenditure from January to June in 2018 versus the estimation for 2018, the estimation for 2019 as well as the key projects and capital expenditure that might have greater impact on the budget. Members endorsed the proposed business plan and annual budget for CITB in the year 2019.

5.4 Proposal on “The Outstanding Apprentices Election cum Awards Presentation Ceremony” (for approval)

Members took note of Paper CIC/CTB/P/054/18. AL briefed Members about the purpose of organising “The Outstanding Apprentices Election cum Awards Presentation Ceremony” and the suggestions on the respective eligibility of candidates and nominators, assessment criteria, composition of assessment panel, awards and the like.

A member inquired about the estimated number of eligible candidates. AL responded that around 600 students from HKIC had joined the apprenticeship scheme and around 800 trainees had joined collaborative training schemes. The DEVB representative expressed that Vocational Training Council (VTC) would present Outstanding Apprentices Awards every year and enquired that if the management had compared the assessment criteria of the awards with those of VTC. AL responded that a comparison had been made and both institutes focused on craftsmanship, integrity

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safety awareness, etc. In addition, CIC would consider the working attitude, initiative, development plans in the construction and aspiration of the candidates. The DEVB representative suggested that the management might request VTC to provide information on the marking scheme for comparison. Another member considered that working attitude and moral conduct were more important than craft skills and should have greater weighing in the assessment.

JyL

Regarding the suggestion on inviting the top three candidates with highest scores to attend Kazan WorldSkills Competition in August 2019 and CIC would sponsor 100% of the cost to be incurred, i.e. around HK\$40,000 for each awardee, CIC Chairman opined that CIC should ensure effective utilization of public money. As it was expected that there would be only a few awardees, CIC Chairman enquired whether only the best awardee would be sponsored and invited Members to discuss that suggestion. After discussion, Members agreed to 100% subsidize the awardee who got the highest score to attend the Kazan WorldSkills Competition. FW opined that a contingency mechanism should be established to allow other awardees to take up the position of the awardee with the highest score should he be unable to attend the WorldSkills Competition. Moreover, it was proposed to require the awardee to write a report after attending the WorldSkills Competition.

After discussion, Members approved the proposal on holding “The Outstanding Apprentices Election cum Awards Presentation Ceremony”, and the estimated expenditure of HK\$440,000 for the ceremony.

5.5 ★ Summary Notes of the 4th Meeting of Hong Kong Institute of Construction Management Board in 2018 (for information)

Members took note of Paper *CIC/CTB/P/055/18* with no further comments.

5.6 ★ Estimated Waiting Time for Full Time Adult Short Courses (for information)

Members took note of Paper *CIC/CTB/P/056/18* with no further comments.

5.7 ★ Table on Waiting Time and Data for Trade Tests (for information)

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Members took note of Paper *CIC/CTB/P/057/18*. The DEVB representative enquired about the increase in the waiting time for trade test on Cement Sand Mortar Worker (Master) and the decrease of 15% in the number of applicants for the intermediate trade tests between January and July 2018 compared to that in 2017. IK responded that earlier on the Cement Sand Mortar Workshop underwent maintenance works which led to an increase in the waiting time. The decrease in the number of applicants in 2018 was due to the fact that the number of applications received per month was more fluctuating than that of last year. CIC Chairman pointed out that the passing rates of trade tests of students and external parties were low, which were only 52% and 47% respectively, and considered that it was necessary to review the examination system. The overriding principle was that the standard requirements could not be lowered. Nevertheless, support for students should be provided and means to stop unmotivated candidates from taking trade tests should be considered. CIC Chairman added that, as the passing rates of trade tests of students and external parties were close, the management should look into the matter. The CITB Chairperson responded that the matter of low passing rates had been discussed. In order to enable candidates to better understand the trade testing requirements, 15 short clips on popular trades or trades which had low passing rates had already been produced by the Trade Testing Centre. However, as the passing rate was still low, it would be necessary to review if discrepancy existed between training and examination.

IK
YLC

5.8 ★ Table on Waiting Time for Plant and Machinery Operation Certification Courses cum Tests (for information)

Members took note of Paper *CIC/CTB/P/058/18* with no further comments.

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

Members took note of the Paper *CIC/CTB/P/059/18* with no further comments.

5.10 Any Other Business

Renovation Works in HKIC

YLC reported that CIC had approved the appointment of Architectural Design and Research Group Ltd (AD+RG) as the

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chief consultant to provide consultation services along with consultants in other disciplines for the renovation works in HKIC on 24 August 2018. A meeting with the consultants was convened on 5 September 2018. HKIC had set up a steering committee, which was chaired by the CITB Chairperson and comprised KPL, DW, CTN and FW as members.

Preparations for New-term HKICMB

CIC Chairman stated that preparation work for the new-term HKICMB should commence, and consulted all members about the performance of the current management board. Members raised no comments. CIC Chairman further said that he would work with the Chairperson and council members to decide on the new-term management board under the principle of continuity.

Inauguration Ceremony of HKIC

YLC reported that the Inauguration Ceremony of HKIC would be held on 3 October 2018, and invited all members to attend the event.

5.11 Tentative Schedule for the 6th Meeting in 2018

The next meeting was tentatively scheduled for 9 November 2018 (Friday) at 9:30 a.m. at Board Room, CIC Headquarters, 38/F, 56 Tsun Yip Street, Kwun Tong, Kowloon.

There being no further business, the meeting adjourned at 11:00 a.m.

**CITB Secretariat
September 2018**