

**Construction Industry Council**

**Construction Industry Training Board**

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Meeting No. 004/19 of the Construction Industry Training Board (CITB) was held on 10 July 2019 (Wednesday) at 9:30am at Board Room, Construction Industry Council, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.

Present:	Eddie LAM	(ELM)	Chairperson of this meeting
	CHAN Kim-kwong	(KCCN)	
	CHAN Pat-kan	(PKC)	
	Henry CHAU	(BCC)	
	CHENG Sau-kuen	(SKCg)	
	CHOW Luen-kiu	(LKC)	
	Amelia FOK	(CYF)	
	Peter LAM	(OKL)	
	Dennis WONG	(DW)	
	Joey LAM	(DS1)	
	WAN Chi-ping	(CPW)	
In attendance:	YAU Hau-yin	(HYYu)	Development Bureau
	Rick KO	(WCK)	Development Bureau
	CHAN Ka-kui	(KKCh)	CIC Chairman
	CHU Yin-lin	(YLC)	Assistant Director – Training (Acting)
	Ivan KO	(IK)	Senior Manager – Trade Testing
	Jimmy LEUNG	(JyL)	Consultant – Collaboration Scheme and Apprenticeship Scheme Management
	Daniel CHIU	(DIC)	Manager – Collaboration Scheme
	Priscilla TAM	(PTm)	Manager – Board Services & Administration Support
	Formula CHEN	(FMC)	Assistant Manager – CITB Secretariat
Presenter:	Dr Robert CHUNG		Public Opinion Programme, HKU (Agenda Item 4.3)
	Ms Winnie LEE		Public Opinion Programme, HKU (Agenda Item 4.3)
	Mr Edward TAI		Public Opinion Programme, HKU (Agenda Item 4.3)
	Mr Stanley CHU		Public Opinion Programme, HKU (Agenda Item 4.3)

Absent: YU Sai-yen (SYYu)  
Joseph CHI (JCI)  
Edmond WONG (EW)

## **Minutes**

### **Action**

#### **4.1 Confirmation of the Minutes of the Previous Meeting**

Since SYYu, the Chairperson of the Construction Industry Training Board (CITB), was not able to attend the meeting, Members unanimously agreed to have ELM as the Chairperson of this meeting.

Members took note of Paper CIC/CTB/M/003/19 and confirmed the minutes of the meeting No. 003/19 held on 15 May 2019.

#### **4.2 Matters Arising from the Previous Meeting**

Item 3.3 – Adjustments to Application Requirements and Application Fee for Trade Tests

In connection with the suggestion raised by a Member at the last meeting that the publicity on adjustments to application requirements and application fee for trade tests should be conducted as soon as possible, the Construction Industry Council (CIC) had commenced the publicity in early July, which included organising briefing sessions for trade unions, and distributing posters and leaflets to construction sites. In August, explanatory videos would be launched, outreach team would visit construction sites to brief workers on the adjustments, SMS would be sent, information would be disseminated via CIC website and social media, etc.

IK said that the Trade Testing Centre kept on communicating with the industry and continued with publicity efforts after the adjustments to application requirements and application fee were approved at the last meeting, and suggested revising the following adjustments:

- (a) The application fee for Electrical and Mechanical (E&M) intermediate trade tests should not be higher than that for E&M trade tests. Therefore, the fees would both be HK\$300 for the first attempt and the first re-test; HK\$1,000 for the

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second re-test, and HK\$2,000 for the third and subsequent re-tests. For the written tests of the Intermediate Trade Tests of Civil and Building Construction trades and E&M trades, the test fee for re-test would be HK\$200.

- (b) Applicants enrolling in relevant courses of the Correctional Services Department and recipients of comprehensive social security assistance would be offered two free tests each year. The free quotas could be used for the first two tests of the same trade or the first attempt of two different trades. Subsequent tests to be taken would be charged according to the fee charging mechanism.
- (c) In addition to the relevant courses offered by the five organisations recognized by CIC at the last meeting, it was proposed to add seven more organisations.
- (d) Recognised organisations should specify that the candidates concerned had passed internal assessment when recommending the candidates to take the tests. The CIC might conduct random check on the relevant documents provided by the organisations and would conduct regular review on candidates' passing rate and absence rate of trade tests. Candidates with score 0-39 in a Trade Test or an Intermediate Trade Test could be recommended by the organisations to take the test two times during the "Restriction Period for Re-test" (one course only).

After discussion, Members approved the suggestions given in paragraphs (a), (b) and (d). As for the suggestion in paragraph (C) about the addition of more recognised organisations, the Chairperson opined that screening criteria should be worked out. A Member suggested requesting the organisations to provide course contents to the CIC for reference to determine whether the courses were up to the standard. The representative of the Development Bureau (DEVB) suggested analyzing the number of candidates who had completed the courses offered by the organisations and the related passing rate, and periodic reviews should be conducted. The CIC Chairman agreed to the formulation of a screening mechanism and suggested that approval for the addition of seven institutions should not be sought in this meeting, which should be discussed after the screening mechanism was established. The Chairperson agreed to the suggestion and requested the management to develop a screening mechanism.

Item 3.4 – Inauguration Ceremony for E&M short courses

The Hong Kong Institution of Construction (HKIC) would jointly organise a graduation ceremony with the Hong Kong Federation of Electrical and Mechanical Contractors Limited in late August.

Item 3.6 – Backdate the payment of training allowance for full-time courses

The DEVB representative reported that the funding would not be approved in the 2018-19 legislative session in view of the current situation. The Government would suggest backdating the payment of training allowance for full-time courses to September 2019 when submitting the funding application. Whereas, the exact arrangement of the payment would be confirmed upon approval by the Finance Committee of the Legislative Council.

Item 3.8 – Proposed Visit of “Construction Industry Training Board” and “Hong Kong Institute of Construction Management Board” to Germany and Switzerland in 2019

PTm reported that the visit would be started a day in advance in the early morning of 22 October. The Hong Kong Construction Association, the Hong Kong Construction Sub-contractors Association and the Hong Kong Federation of Electrical and Mechanical Contractors had been invited to send representatives to join the visit.

Item 3.14 – Relocation of Outdoor Training Grounds

The CIC awarded the consultancy contract to PlanArch Consultants Ltd in June 2019. The consultant submitted a preliminary report and a work plan on 20 June. The expected earliest date when the short-term tenancy could be granted by the Lands Department would be June 2020.

**4.3 Report on the Results of Satisfaction Survey 2018 of Construction Industry Council Trade Tests (for information)**

Members took note of Paper CIC/CTB/P/034/19 and noted the presentation given by Dr Robert CHUNG and Mr Edward TAI from the Public Opinion Programme of the University of Hong Kong (HKU), who were responsible for the captioned survey.

The target respondents of the survey were trade test candidates,

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and supervisors of workers of main contractors and registered sub-contractors. The content of the survey included the overall satisfaction, review on the testing procedure, effectiveness of the tests, recognition of the tests, understanding of trade tests and reaction to the new measures of trade tests. The findings of the survey revealed that nearly 90% of the candidates and more than 60% of the employers were satisfied with the trade test services. The result was positive. In response to the suggestions made by the Public Opinion Programme of HKU, IK reported that the Trade Testing Centre had formulated corresponding measures and implementation timetable of the related measures.

A Member expressed that it was necessary to review the suitability of the measures as the survey was conducted at the end of 2018. In addition, the majority of candidates opined that the respective length of the written and the practical tests were appropriate. However, as high as 43% and 27% of the candidates who took the tests in English respectively opined that the length of the written test and that of the practical test were too short. There was a need to pay attention to this matter. The Member further asked whether the recognition of trade tests and pay rise were linked, and whether the survey had looked into the reasons for the higher rate of pay rise and greater degree of recognition of trade tests of candidates who took the tests in English compared to those of other candidates. Dr CHUNG replied that the recognition was one of the questions in the survey, and other questions comparatively related to the recognition was workers' view on the pay rise. Pay rise was seemingly able to enhance the recognition of trade tests among workers. A follow-up research had to be conducted if CIC wished to look into the linkage between recognition and pay rise. Dr CHUNG continued that candidates who took the tests in English were mainly ethnic minorities. For the ethnic minorities, recognition of trade tests was relatively higher and conducive to pay rise. It could be inferred indirectly that employers had expectations of the ethnic minorities. To address the language barrier of ethnic minorities, explanatory videos could be translated into ethnic minority languages. As the ethnic minorities played an increasingly important role in the construction industry, communication and efficiency could be enhanced if ethnic minority workers could be led by instructors of the same race.

The CIC Chairman stated that the Trade Testing Centre had done a lot in recent years to enhance the standard and service of trade tests, which was commendable. Besides, a proposal on the setting up of two new sub-committees would be discussed under agenda

item 4.4 and one of the sub-committees was the Sub-committee on Trade Testing (TT Sub-com). Should the proposal be approved by the Members, the CIC Chairman suggested the TT Sub-com to review the survey and measures with a view to strengthening the related work and report to the CITB, while the Trade Testing Centre could continue to implement the proposed measures. Members unanimously agreed to the CIC Chairman's suggestion.

**TT Sub-com**

#### **4.4 Organisational Structure of CITB and Membership of the Newly Formed Sub-committees (for approval)**

Members took note of Paper CIC/CTB/P/035/19. PTm stated that since the work of Task Force had a time span but apprenticeship scheme, collaborative schemes and trade testing were ongoing tasks of the CIC, the management suggested renaming "Task Force" as "Sub-committee". In addition, the current Task Force on Collaborative Schemes and the Task Force on Trade Testing were mainly comprised of the serving members of the CITB. To enlist participation and gauge more views of relevant stakeholders, the management suggested dissolving the existing "Task Force on Collaborative Schemes" and the "Task Force on Trade Testing", and broadening the composition of the sub-committees. The term of office for the members would be from 10 July 2019 to 30 June 2020 and their tenure should not exceed 4 consecutive years. Should members of the CITB or CIC be appointed as members of the sub-committees, their tenure would expire upon the completion of their term of office for the CITB or CIC. The member list contained in annex C of Paper CIC/CTB/P/035/19 had been updated. The Electrical and Mechanical Services Department had assigned Ir LEUNG Yiu-hong to join the "Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes" (ATP&COS Sub-com). At the end, PTm expressed gratitude to the members of the two task forces for their support and guidance.

The CIC Chairman stated that, as there was no election mechanism for the CIC to select industry representatives, the CIC would not appoint representatives from certain bodies or the industry through the appointment system, but rather the CIC would appoint persons with relevant background, such as being an employer or with union background. Such persons should have proactively engaged in related business. Therefore, the wording of "representatives of employers" and "representatives of trade unions" should be corrected as persons with "employer background" and "trade union background" respectively. A Member stated that candidates

with “trade union background” must be construction workers and not be an owner of any companies.

Members approved the organization structure of the CITB, and the terms of reference, member list and term of office of the newly established sub-committees.

(Post-meeting note: After the meeting, a Member suggested that the membership should include persons with building construction background. The management suggested changing the wording of “Persons with civil engineering sub-contractor background (2 persons)” to “Persons with building and civil engineering sub-contractor background (2 persons)” to tie in with the current arrangement.

#### **4.5 Streamlining the Approval Procedures of Construction Industry Training Board, Management Board and Sub-committees (for approval)**

Members took note of Paper CIC/CTB/P/036/19, and noted the background of streamlining the approval procedures of the CITB, and the enhancement proposal was broadly the same as the existing procedures but with a few major amendments.

The DEVB representative stated that, according to the “Construction Industry Council Ordinance”, the CITB was not allowed to delegate its power to offer programmes. It was however suggested in the paper that if the HKIC was to offer new programmes, such papers were only for the CITB’s reference after getting the approval of the Hong Kong Institute of Construction Management Board (HKICMB). The DEVB representative enquired whether the CIC had sought legal advice regarding the subject matter to ensure the arrangement was in compliance with the Ordinance. Regarding the procurement recommendations of the HKIC, which was only for the CITB’s reference, the DEVB representative enquired whether the said procurement expenses had been included in the yearly financial budget of the HKIC.

PTm responded that the CIC had sought legal advice regarding the provision that the CITB could not delegate “the power to approve programmes of its proposed activities, estimates of its income and expenditure or other statements or reports required to be submitted to the Council” as stated in section 11(3)(c)

under Schedule 4 of the “Construction Industry Council Ordinance”. The legal advice stated that “programmes of its proposed activities” represented the overall business plan, rather than individual courses. The business plan of the HKIC would be submitted to the CITB for endorsement every year, and would subsequently be submitted along with the overall CIC business plan to the CIC for approval. In addition, the financial budget submitted by the HKIC every year had included the related procurement expenses.

Members approved a series of suggestions on the approval procedures of the CITB to enhance the operation efficiency.

**4.6 Amendments to Advanced Construction Manpower Training Scheme - Pilot Scheme and Suggestion on the Number of Training Places in 2020 (for approval)**

Members took note of Paper CIC/CTB/P/037/19. The result of the survey conducted by the Hong Kong Baptist University (HKBU) regarding the drop-out trainees of “Advanced Construction Manpower Training Scheme – Pilot Scheme (Structured On-the-job) and the proposed amendments to the Advanced Construction Manpower Training Scheme – Pilot Scheme (ACMTS) were as follows:

- (a) With reference to the “average daily wages of workers engaged in Public Sector Construction Projects as reported by main contractors” and consumer price index from Census and Statistics Department in March 2019, the “Recommended Minimum Monthly Wage for the Employees” would be adjusted.
- (b) If a trainee was absent from the free test arranged by CIC and unable to submit a reasonable excuse and evidence, he/she must apply for the test and pay the fee on his/her own within 3 months. The trainee could only receive 50% of the trainee completion bonus if he/she could eventually pass the test.
- (c) The training period for Electrical Wireman and Refrigeration/ Air-conditioning/ Ventilation Mechanic (Air System) would be adjusted to 2 years.

The CIC Chairman proposed the HKBU survey report be followed up on by the ATP&COS Sub-com and stated that **ATP&COS Sub-**

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ACMTS – Pilot Scheme (Skills Enhancement Courses) had achieved satisfactory results and the HKIC should review the need for increasing the provision of skills enhancement courses.

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A Member opined that, as ACMTS was maturing, all intermediate tradesmen (semi-skilled workers) should be allowed to participate in the scheme regardless of their years of experience, and ACMTS trainees should be allowed to return to HKIC on a regular basis to learn the techniques that were not taught on construction sites. Another Member opined that there were as many as 250,000 registered general workers and they should be encouraged to upgrade themselves as semi-skilled workers. The DEVB representative responded that the government proposed a funding of HK\$200 million to strengthen the training of technical workers, of which HK\$40 million would be used to increase the allowance for skills enhancement courses as an incentive for existing general workers to take the skills enhancement courses offered by the HKIC, and thus upgrading themselves to semi-skilled workers.

The CIC Chairman suggested the ATP&COS Sub-com to discuss whether it was necessary for ACMTS trainees to return to the HKIC every month for follow-up training and whether the HKIC should provide training to site instructors in order to enhance their teaching skills.

ATP&COS Sub-  
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After discussion, Members approved the amendments to ACMTS and the number of training places for ACMTS – Pilot Scheme (Structured On-the-job) and ACMTS – Pilot Scheme (Skills Enhancement Courses) as 300 and 500 respectively in year 2020.

**4.7 Proposal to Subsidize Training Places of “VTC Diploma of Vocational Education” in Years 2019/2020 & 2020/2021 and Financial Budget (for approval)**

Members took note of Paper CIC/CTB/P/038/19, and agreed to subsidize 2,100 training places of “VTC Diploma of Vocational Education” (including “Craft Certificate” and “Technician” courses) and “Engineering Diploma” in years 2019/2020 and 2020/2021 with an estimated budget of HK\$48,602,400. The related expenditure would be spent over 4 years from 2019 to 2022.

(OKL left the meeting at this juncture.)

**4.8 ★Tender Recommendation of Four Two-year Fixed Term Service Contracts on Outsourcing Demolition and Reinstatement Works of Various Trade Test Workshops (for approval)**

Members took note of Paper \*CIC/CTB/P/039/19\*, and approved the tender recommendation of four two-year fixed term service contracts on outsourcing demolition and reinstatement works of various trade test workshops. The related tender prices were within the approved budget.

The CIC Chairman enquired whether the tender documents had requested tenderers to engage some construction tradesmen (skilled workers), semi-skilled workers or monthly-rated employees, and asked IK to check the related documents. The Chairperson agreed that the CIC should specify in the tender documents that tenderers should engage some skilled workers, semi-skilled workers or monthly-rated employees.

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(Post-meeting note: As relevant techniques were required in the demolition and reinstatement of workstations of some trades such as bar-bending & fixing and plumbing, it was already specified in the tender documents that workers of these trades must possess the relevant semi-skilled worker qualifications or above.)

**4.9 ★Proposed Amendments to a Part of the Test Question of a Number of Trade Tests relating to Installation and Demolition of Metal Scaffolding or Falsework (for approval)**

Members took note of Paper \*CIC/CTB/P/040/19\* and approved the proposed amendments to a part of the trade test question of a total of 7 trades regarding the installation and demolition of metal scaffolding or falsework.

**4.10 ★Summary Report of the 3rd Meeting of the Hong Kong Institute of Construction Management Board in 2019 (for information)**

Members took note of Paper \*CIC/CTB/P/041/19\* with no further comments.

**4.11 ★Table on Estimated Waiting Time for Full-time Short Courses (for information)**

Members took note of Paper \*CIC/CTB/P/042/19\* with no further comments.

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

Members took note of Paper \*CIC/CTB/P/043/19\* with no further comments.

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

Members took note of Paper \*CIC/CTB/P/044/19\* with no further comments.

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

Members took note of Paper \*CIC/CTB/P/045/19\* with no further comments.

**4.15 Any Other Business**

Eligibility Criteria of Employer of “Construction Industry Council Approved Technical Talents Training Programmes” (ATP)

JyL said that at present only main contractors or registered sub-contractors of the “Construction Industry Council Registered Sub-contractor Scheme” were eligible to join ATP. The Federation of Hong Kong Hotel Owners Limited (FHKHO) and the Hong Kong Disneyland Resort had renovation, repair and maintenance works, and were interested in joining the scheme. However, they were owners and could not meet the aforementioned criteria of being eligible employers. DEVB representative enquired whether the two organisations had engaged sub-contractors to conduct major renovation works, and whether they were capable of providing sufficient training and qualified instructors to teach trainees. A Member responded that the two organisations had their own maintenance departments responsible for repair and maintenance works, while major renovation works would be outsourced. JyL replied that the two organisations had to comply with the CIC

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guidelines, including engaging instructors with a registered skilled worker qualification to teach trainees, and training should be conducted according to the CIC training curriculum. CIC would also regularly inspect the construction sites. The Chairperson opined that expansion of the eligibility criteria of employer should be considered, and suggested the subject matter be followed up on by the ATP&COS Sub-com.

**ATP&COS Sub-com**

Outdoor Trade Testing Ground in Sunny Bay

IK reported that due to the alteration works of Tai Po Training Ground, the Trade Testing Centre suggested relocating the trade testing facilities in Tai Po Training Ground to the outdoor trade testing ground being applied for in Sunny Bay. It was noted that the management already submitted an application for a short-term tenancy to the Lands Department on 24 June 2019.

**4.16 Tentative Date of Meeting No. 005/19**

The next meeting was scheduled for 18 September 2019 (Wednesday) at 9:30am at Board Room, CIC Headquarters, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.

There being no further business, the meeting was adjourned at 12:05pm.

**CITB Secretariat  
July 2019**