

Construction Industry Council

Construction Industry Training Board

Meeting No. 003/22 of Construction Industry Training Board was held on 11 May 2022 (Wednesday) at 9:30 am at the Board Room, 29/F, Tower 2, Enterprise Square Five, 38 Wang Chiu Road, Kowloon Bay, Kowloon.

Present:	Eddie LAM	(ELM)	Chairperson
	CHAN Kim-kwong	(KKCN)	
	Henry CHAU *	(BCC)	
	HUANG Yongquan *	(YQH)	
	Peter LAM	(OKL)	
	LAU Wing-sum *	(WSLu)	
	LO LEE Oi-lin	(OLLL)	
	William LUK *	(WmL)	
	Dennis WONG *	(DW)	
	Staw WONG *	(SwW)	
	WONG Ping	(PWG)	
	Daniel YAN *	(DY)	
	Angela LEE *	(DS1)	
	WAN Chi-ping *	(CPW)	
In attendance:	Eric CHAN *	(ECCW)	Development Bureau
	Rick KO *	(WCK)	Development Bureau
	Thomas HO On-sing	(TH)	Construction Industry Council Chairman
	Albert CHENG	(CTN)	Executive Director
	Stephen MANN	(SnM)	Director - Hong Kong Institute of Construction (Acting)
	Ivan KO	(IK)	Senior Manager – Trade Testing
	Chris Lau *	(CsLu)	Senior Manager – Finance
	Eric CHENG *	(EcC)	Principal – Kowloon Bay Campus, HKIC
	Patrick Lin *	(PLN)	Deputy Principal – Kwai Chung Campus, HKIC (Acting)
	Roy Wong *	(RyW)	Manager – Career Support Services
	Priscilla TAM	(PTm)	Manager – Board Services & Administration Support
	Formula CHEN	(FMC)	Assistant Manager – Board Services & Administration Support

*Members and attendees who attended the meeting via video conference.

Minutes

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3.1 Confirmation of the Minutes of the Previous Meeting

Members took note of Paper CIC/CTB/M/002/22. A Member suggested removing item 1.2 (c) in paragraph 2.2 of the minutes with regard to undertaking relevant certificate courses by Hong Kong Federation of Electrical and Mechanical Contractors (HKFEMC). Members agreed to the amendment, and confirmed the minutes of the meeting No. 002/22 held on 9 March 2022.

3.2 Matters Arising from the Previous Meeting

Item 2.2 - Recruitment for Instructors of Electrical Fitter and Fire Service Mechanical Fitter

Hong Kong Institute of Construction (HKIC) had recruited an Instructor of Air Conditioning, who would report duty in mid-May. The course of Certificate in Refrigeration, Air-Conditioning & Ventilation Installations was estimated to commence in mid-June. The recruitment for part-time instructor of Certificate in Fire Service Electrical Fitting was underway and that the course concerned was estimated to commence in mid-June. As there was instructor from HKIC being qualified as a skilled worker of Fire Service Mechanical Fitting, the Certificate in Fire Service Mechanical Fitting was expected to commence before August.

The Chairperson enquired whether the difficulties in recruiting part-time instructors of Certificate in Fire Service Electrical Fitting were due to high qualification requirement and low salary. SnM responded that the instructors were required to possess 2 skilled-worker qualifications at the same time, while the salary provided by HKIC was not competitive.

A member suggested recruiting instructors who focused on theories (including compilation of course syllabus) and trade skills respectively. Two other Members also echoed the suggestion. The CIC Chairman opined that the strategies for recruiting instructors should be formulated soon. The Chairperson requested the management to meet with the Chairperson of Hong Kong Institute of Construction Management Board within 1 week after the meeting and list the factors leading to difficulties in recruiting instructors, and then prescribed the right remedies to tackle the problem.

SnM

Action

Item 2.2 and 2.9 – Table on Estimated Waiting Time for Full-time Short Courses

HKIC would significantly revise the existing content of the Certificate in Building Repair and Maintenance for its incorporation to Repair, Maintenance, Alterations and Additions (RMAA) Programme (Building Works), which was estimated to commence in June 2022 as planned subsequent to required procedures. There were approximately 30 persons waiting for Certificate in Building Repair and Maintenance for the time being, and HKIC targeted at providing 90 training places for RMAA Programme (Building Works). As RMAA Programme (Electrical & Mechanical Engineering) was new, compilation of course syllabus was required, and the course was estimated to commence in the 4th quarter at the earliest.

The CIC Chairman said that the industry had a strong demand for RMAA programmes. However, the number of applications for Certificate in Building Repair and Maintenance was not satisfactory for the time being. Members of Task Force on RMAA could be invited to encourage the workers from their companies to enroll. Meanwhile, the compilation of the syllabus of RMAA Programme (Electrical & Mechanical Engineering) should also be expedited.

SnM

Regarding the waiting time for programmes on Craft and Technicians, SnM reported that the management would adopt a multi-pronged approach, including utilizing the usage of training grounds, flexibly deploying manpower and recruiting part-time staff, to reduce the waiting time to within 3 months. As for the programmes on Plant and Machinery Operation, all the waiting time was less than 6 months, except Wheeled Telescopic Mobile Crane Operation and Tower Crane Operation. As the crane-related programmes on Machinery Operation were restricted by objective factors such as venues, manpower and number of crane, weather, requirements of the programmes and number of students, leading to a great limitation on training places available each year, the management would strengthen the liaison with the industry on collaborative training of related work trades.

EcC supplemented that in order to increase training places, HKIC was applying for an additional tower crane in Tai Po Training Ground. Collaborative training was currently in place, and the future direction would be strengthening the training on talents via

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collaborative schemes. HKIC would continue to liaise with the industry to ensure HKIC graduates could join the industry for meeting manpower demand of the industry as appropriate, and avoiding misallocation of resources. The Chairperson enquired how was the misallocation of resources identified. EcC responded that some candidates claimed that they enrolled the courses only for obtaining one more certificate, and requested HKIC to change the scheduled course date. HKIC also enquired Hong Kong Professional Hoisting Engineering Association and the 18 related companies on the needs of machinery operator training via collaborative schemes. Most of the companies expressed that there was no need at the current phase, while a few needed to reconsider. The Chairperson opined that although the related companies claimed that no collaborative schemes were needed, it did not mean that there was no such a need in the industry, indeed the industry needed relevant talents. HKIC should also follow up on the needs of persons who were waiting for the relevant programmes, and solve the problem as early as possible. Chairperson expressed that in the long run, the Development Bureau (DEVB) could encourage or require contractors to assist in training machinery operators in the public works contracts, and hoped that the Labour Department could allow flexibility in the handling of training on machinery operation. Representatives of the Labour Department responded that CIC was authorized by the law to provide training on crane operators, therefore there was flexibility for CIC to decide the training venue.

EcC

The CIC Chairman pointed out that there was a keen demand for the relevant talents in the industry, and some related companies indicated that they needed machinery operators and could provide venues for relevant training. The CIC Chairman requested the management to list out the difficulties encountered by crane operator training in a week, and take appropriate measures to tackle the problems.

EcC

The CIC Chairman invited the Member from Hong Kong Construction Sub-Contractors Association (HKCSA) to provide information on manpower demand to HKIC. The Member stated that HKCSA had been in contact with HKIC to discuss matters on collaborative training. The details such as distribution of training places were yet to be confirmed, and the trade associations under HKCSA would study the required manpower on relevant work trades and provide suggestions to HKIC subsequently.

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Item 2.3 - Suggestion on Training Allowance for Full-time Courses for Academic Year 2022-23

The Secretariat had compared the course allowance of Hong Kong Institute of Construction (HKIC) with allowance of similar courses provided by other training institutes. The result revealed that the training allowance of Certificate in Construction and Diploma in Construction provided by HKIC was higher than that of the similar courses. At the last meeting, a Member mentioned that some institutes were currently providing their students with allowance as high as HK\$5,800 per month. It was found that the mentioned allowance was provided by Employees Retraining Board for its full-time courses under the “Love Upgrading Special Scheme”, which supported the unemployed or underemployed to upgrade their skills for employment. The nature is similar to that of “Enhanced Construction Manpower Training Scheme” of HKIC (the amount of allowance was approximately HK\$10,200 per month).

Members approved the suggestion on training allowance for full-time courses for academic year 2022-23 (Paper CIC/CTB/P/013/22), and the training allowance of full-time courses for academic year 2022-23 would remain unchanged.

Item 2.4 - Suggestion on the Membership and Chairperson of Course Advisory Panels for Year 2022-2023

Briefing session for Course Advisory Panels was held on 19 April 2022 via video conference with approximately 130 members attended. The Chairperson stated that the content of courses should align with the trade tests. As Course Advisory Panels (CAPs) could provide forward-looking suggestions, the Chairperson hoped that HKIC and Hong Kong Construction Industry Trade Testing Centre (HKCITTC) could enhance their communication with CAPs. The CIC Chairman expressed that trade test workshop visits should be arranged for CAPs expeditiously.

HKCITTC

3.3 Composition and Members Appointment of Sub-committees under the Construction Industry Training Board (for approval)

Members took note of Paper CIC/CTB/P/024/22, and

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recommendation on composition and members appointment of sub-committees under Construction Industry Training Board (CITB).

OKL, the Chairperson of Sub-committee on Ethnic Minorities in Construction, expressed that considering the sustainability, it was suggested to add one additional Member who CITB thinks fit to the Sub-committee. The CIC Chairman suggested to review the terms of reference and membership of the sub-committee one year later. The Chairperson stated that even though OKL would retire from being CITB member on 31 June 2022, OKL would be invited to attend CITB meetings to report relevant matters, if necessary.

**The
Secretariat**

DEVB representative stated that currently there was a representative of E&M sub-contractors in Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes and Sub-committee on Trade Testing respectively, and enquired whether there were designated representatives of E&M sub-contractors in the proposed membership. The Chairperson responded that the proposed membership structure would consist of three subcontractor representatives, as the same as the current structure, including one E&M subcontractor representative and two building/civil subcontractor representatives, which would be clearly stated in the relevant documents. In addition, there would be an E&M worker representative added to the above-mentioned 2 Sub-committees. A Member suggested including 1 or 2 more representatives from subcontractors in the category of “Persons that CITB Thinks Fit” as subcontractor recruited workers directly. The Chairperson responded that 1 more representative of subcontractors could be added to this category.

After deliberation, Members approved the recommendations on the adjustment of membership composition, part of the membership and term of office of Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes, Sub-committee on Trade Testing, Sub-committee on Ethnic Minorities in Construction and Task Force on Construction Industry Council Manpower Forecasting Model Updating and Enhancement Study.

3.4 Tender Recommendation on Demolition and Reinstatement Works of Trade Test Workshops and Technical Assistance Services (for approval)

Members took note of Paper CIC/CTB/P/025/22. Taking the lowest tender price into consideration, the two tenders with the lowest prices, which exceeded the budget by 12.8%, were from the same vendor. To minimise the risk of all trade tests being affected in case of suspension of services by services provider, CIC split the tender into two, with conditions of tender stating that the vendor would not be awarded more than one contract. Under such condition, the tender price exceeded the budget by 37.7%. The management reviewed each item and suggested excluding items 5, 6 and 7, of which the price were relatively high, of tender document 338. CIC would directly rent heavy cranes and dump trucks to demolish and reinstate other trade test workshops, as well as clear and remove concrete work pieces. It was believed to be more compliant to economic principles. If items 5, 6 and 7 of tender document 338 were excluded, tender price would exceed the budget by 10.5%.

The Chairperson stated that even though taking the lowest tender price into calculation, there was still difference between the tender price and budget. He enquired on how to estimate the budget and whether briefing session was conducted for tenderers to explain the tender requirements. IK responded that the budget was formulated by taking reference to the previous tender price. However, the tender prices from all vendors were relatively high, demonstrating that there was an increasing trend in the manpower demand and cost of construction industry. HKCITTC also required tenderers to attend the briefing session and visit trade test workshops. DEVB representative expressed that the tender price of tender document 338 was far beyond its budget, there was room for improvement. DEVB representative further enquired whether CIC had stated in the tender conditions that CIC reserved the right to remove items. IK responded that relevant conditions were listed in the tender document. A Member enquired whether there were figures illustrating that direct rental of heavy cranes and dump trucks by CIC would be more compliant to economic principles. IK responded that in order to minimise the risk, the vendor would not be awarded more than one contract. Therefore, the contract of tender document 338 could only be awarded to the vendor who provided the second lowest tender price. As CIC also rented relevant machinery in Tai Po Training Ground, the cost would be lower for CIC to directly

handle item 5, 6 and 7.

After deliberation, Members approved the recommendation of 2 tenders on outsourcing demolition and reinstatement works of trade test workshops and technical assistance services with a term from 2022 to 2024 (24 months), and to exclude items 5, 6 and 7 from tender document 338. The above-mentioned 2 contracts would run over the financial years of the second half of 2022, full year of 2023 and first half of 2024. The management would make financial arrangements on the above-mentioned expenses, and include the expenses in the financial budget of the relevant year for CITB's approval.

3.5 ★ Summary Report of the 1st and 2nd Meeting of Hong Kong Institute of Construction Management Board in 2022 (for information)

Members took note of Paper *CIC/CTB/P/026/22*. Regarding HKIC and HKCITTC lowered the age requirement for medical examination from 70 to 65, the CIC Chairman enquired on industry's response to the matter. EcC responded that legal factors had been considered and references were taken on requirements for driving licenses of Transport Department and security service industry, with the key principle of securing the safety of the person concerned and other workers. The Programme and Quality Committee and industry also accepted the adjustment. The Member representing The Federation of Hong Kong Electrical & Mechanical Industry Trade Unions pointed out that the Federation did not receive relevant information in advance, workers were notified on the adjustment when applying for trade tests, and it was worrying that the fee for medical examination might be a burden for workers. IK expressed that relevant unions and recognised training institutes were notified on the matter, and CIC had established Medical Examination Scheme (MES) for Construction Workers to subsidise the health check-up of registered workers. Workers who possessed Construction Workers Registration Card could pay HK\$10 to participate in the MES. The Chairperson expressed that enhancement on communication was required, the frontline workers could be notified of the matters by WhatsApp or SMS.

A Member pointed out that as there was a decline in the number of candidates for the Hong Kong Diploma of Secondary Education Examination (DSE) this year, while the programme validation for the Advanced Diploma Programme of HKIC

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would be completed in May. There would be an increase in the training quota as compared to that of past year, the promotion should be enhanced when appropriate. The Chairperson enquired whether the promotion would be conducted before the validation, SnM expressed that HKIC had launched the promotion, and 126 applications were received for a total of 200 training places. A Member reminded to retain the applicants by maintaining regular contact with them. The Member further stated that HKIC should liaise with the Vocational Training Council (VTC) on the arrangement of admission for the new Advanced Diploma by Advanced Standing, and explained to the existing students the differences between the new and old Advanced Diploma Programmes and the advantages of the both programmes.

The CIC Chairman enquired that as the flagship programme of HKIC, what were the main selling points of the Advanced Diploma Programme to attract DSE students to enroll, and its differences with the Higher Diploma provided by VTC. A Member expressed that the programmes provided by VTC focused on further studies, while programmes provided by HKIC focused on employment. The CIC Chairman emphasized that the selling points of the Advanced Diploma provided by HKIC were inclusion of Modular Integrated Construction (MiC), Multi-trade Integrated Mechanical, Electrical and Plumbing (MiMEP) and Digital Management, etc., which should be clearly stated. The Member agreed with the CIC Chairman's opinions, and pointed out that he had emphasized that HKIC attached great importance to the application of construction technologies and CIC possessed good ancillary facilities of construction technologies in an interview with media previously. The Member also suggested HKIC staff who were responsible for promotion of programmes to visit and understand the related ancillary facilities of construction technologies, with a view to strengthening the promotion of the Advanced Diploma.

**Student
Recruitment**

3.6 ★ Summary Report of the 1st Meeting of Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes in 2022 (for information)

Members took note of Paper *CIC/CTB/P/027/22*, and did not make further comments on the Paper.

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

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Members took note of Paper *CIC/CTB/P/028/22*. The CIC Chairman enquired on the rationales for cancelling Certificate In Computer Aided Drafter (AutoCAD). SnM responded that there were other institutes providing such programmes in the market, while HKIC hoped to put more resources into Building Information Modelling (BIM). The CIC Chairman pointed out that AutoCAD was still widely adopted by many bar-bending companies in Mainland and some in Hong Kong. HKIC needed to re-examine whether the above-mentioned programmes should be cancelled at the current phase. The Chairperson also opined that it was difficult to fully replace AutoCAD by BIM in the short run, HKIC should pay attention to the market need and review the arrangement on relevant programmes.

SnM

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

Members took note of Paper *CIC/CTB/P/029/22*. With regard to the low passing rates of Intermediate Trade Test and Trade Test on bar-bending, the CIC Chairman enquired on the reasons. A Member expressed that he had received some opinions stating that some of the test content were a bit complicated. Another Member expressed that some workers claimed that there was not enough time to complete the test and clear the site, and the test duration should be extended. The CIC Chairman stated that he had visited the bar-bending trade tests in person and the test content was reasonable, however, the technical skills of candidates varied. Training institutes should review the course content. IK responded that the Sub-committee on Trade Testing and Course Advisory Panel on Bar-bending & Fixing had approved to reduce the repetitive content of the test with no amendment in test duration.

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

Members took note of Paper *CIC/CTB/P/030/22*, and did not make further comments on the Paper.

3.10 ★ Statistical Data and Progress Report of Construction Industry Council Approved Technical Talents Training Programmes (for information)

Members took note of Paper *CIC/CTB/P/031/22*, and did not

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make further comments on the Paper.

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

Members took note of Paper *CIC/CTB/P/032/22*, and did not make further comments on the Paper.

3.12 Any Other Business

There being no other business, the meeting was adjourned at 11:40 a.m.

3.13 Tentative Date of Next Meeting No. 004/22

The next meeting was scheduled for 6 July 2022 (Wednesday) at 9:30am, and venue to be confirmed.

**CITB Secretariat
May 2022**