

Construction Industry Council
Committee on Construction Site Safety

Meeting No. 004/13 of the Committee on Construction Site Safety (Com-CSS) was held on Wednesday, 4 December 2013 at 2pm at LSCM Conference Room, Hong Kong R&D Centre for LSCM, Unit 202, Level 2, Block B, Cyberport 4, 100 Cyberport Road, Hong Kong.

Summary Notes of the Com-CSS Meeting No. 004/13:

Agenda Item	Paper	Major Resolutions/ Progress Highlights
4.1	CIC/CSS/R/003/13 (for discussion)	Confirmation of the Progress Report Members confirmed the Progress Report of the previous meeting held on 18 September 2013.
4.2	CIC/CSS/R/003/13 (for discussion)	Matters Arising from the Previous Meeting Item 3.4 – Guidelines on Safety of Lift Shaft Works (Volume 3) was issued on 5 November 2013. Item 3.6 – Safety Alert No. 004/13 was issued on 3 October 2013. Item 3.7 – Site Housekeeping Posters Nos. P-CSS-001-13, P-CSS-002-13 and P-CSS-003-13 were issued on 27 September 2013. Item 3.10 – Details were discussed under Agenda Item 4.3. Item 3.11 – The presentation from HKHA would be postponed to next Meeting. Item 3.12 – The post event booklet for Construction Safety Week 2013 was completed.
4.3	CIC/CSS/P/023/13 (for endorsement)	Formation of Two Task Groups under Task Force on Work Safety of Repair, Maintenance, Alterations and Additions (RMAA) Sites Members endorsed in principle the Membership List and Terms of Reference of the two Task Groups to be set up under the Task Force with minor amendment.
4.4	CIC/CSS/P/024/13 (for discussion)	Administration Charges for Reporting of Site Accidents Members expressed their concerns on the “unreasonably” high administration charges on some sub-contractors which deter the reporting of construction accidents. After deliberations, Members supported the proposals of SMS Message to Construction Workers, Promotion Poster, Conducting Survey and Letter to all relevant stakeholders to step up the promotion of the Guidelines on

Agenda Item	Paper	Major Resolutions/ Progress Highlights
		Administration Charges for Reporting of Site Accidents published by CIC.
4.5	CIC/PCM/P/025/13 (for endorsement)	<p>Safety Alert No. 005/13 – “Excavation Works in the Vicinity of Underground Utilities – Buried Gas Pipes and Cables”</p> <p>Members endorsed in principle the Safety Alert 005/13 with some minor amendment.</p> <p>[Post Meeting Note: Safety Alert No. 005/13 was published on 31 December 2013 and attached in Annex A of this paper for information.]</p>
4.6	Verbal Report	<p>Construction Safety Week - Round Table Discussion with RMAA related associations held on 3 December 2013</p> <p>Members were briefed on the Construction Safety Week - Round Table Discussion with RMAA related associations held on 3 December 2013.</p>
4.7	Verbal Report	<p>Technical Seminar on Use of Reduced Voltage Hand Tools in Construction Site</p> <p>Members were briefed that CIC would jointly organise the Seminar with Hong Kong Federation of Occupational Safety and Health Associations on 12 December 2013 and 16 January 2014.</p>
4.8	(Presentation) (for information)	<p>Air Quality Health Index (AQHI) system</p> <p>Environmental Protection Department shared a presentation on AQHI System to Members.</p>
4.9	CIC/PCM/P/026/13 (for information)	<p>Meeting Schedule for 2014</p> <p>Members noted the Meeting Schedule for 2014.</p>
4.10	AOB	Nil.
4.11	Demonstrations	<p>Demonstrations by HK R&D Centre for Logistics Supply Chain Management Enabling Technologies (By LSCM)</p> <p>Members of the Com-CSS appreciated the demonstrations and noted the update from LSCM.</p>
4.12	Demonstrations	<p>Demonstrations by University of Hong Kong (HKU)</p> <p>Members of the Com-CSS appreciated the demonstrations and noted the update from HKU.</p>



**CONSTRUCTION
INDUSTRY COUNCIL**
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Excavation Works in the Vicinity of Underground Utilities – Buried Gas Pipes and Cables

Safety Alert No. 005/13

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Damage to underground utilities can cause serious accidents such as explosion or fire. In the past, fatal accidents and serious injuries have occurred when excavations were too close to underground electricity cables or gas pipes. In addition, damage may also cause a supply interruption that could potentially affect thousands of homes and businesses. In order to prevent losses from these accidents, employers, contractors and construction workers should pay attention to the following safety measures:

As Employers and Contractors:

- Approach utility companies for information and record plans of buried services before any works begin.
- Devise a safe system of work to protect those working in the vicinity of underground utilities.
- Conduct assessments of risks associated with live electricity cables and gas pipes.
- Formulate relevant safety measures based on the risk assessment.
- Appoint a competent person in accordance with the relevant code of practice to carry out the following work which shall normally include :
 - Use calibrated utility locating devices;
 - Conduct passive detection work;
 - Propose trial pit locations and supervise digging of trial pits;
 - Conduct active detection work;
 - Mark the alignment, depth and particulars of utilities at the location;
 - Take photos to record detection work;
 - Complete the “Competent Person Written Report”; and
 - Brief the working party.
- Adopt the trial pit excavation method by appropriate hand tools (e.g. spades, shovels, picks, forks, etc.) to confirm the exact utilities location.
- Consult utility companies if the underground cables / pipes are embedded in hard materials (e.g. concrete).
- Properly protect and support vulnerable facilities before work.
- Closely monitor excavation works to ensure the adequate minimum safety clearance is maintained when construction workers are using hand-held power tools / mechanical tools.
- Provide temporary shoring support for the excavation to ensure the stability of the excavation during works.
- Ensure every part of the excavation should be regularly examined and certified by a competent person.
- Take necessary safety precautions to avoid damage by heat, sparks or naked flames to the protective coatings and sheaths of the utilities. If the welding or hot works are in the close proximity to the exposed utilities, consult the utility companies on any special protective measures required.
- Maintain close liaison among utility companies, developers and other contractors. Consult the utility companies when in doubt. If utilities / utilities coating suffers damage, the utility companies shall be informed immediately.



Disclaimer

Whilst reasonable efforts have been made to ensure the accuracy of the information contained in this publication, the CIC nevertheless would encourage readers to seek appropriate independent advice from their professional advisers where possible and readers should not treat or rely on this publication as a substitute for such professional advice for taking any relevant actions.

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December 2013



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As Employers and Contractors (Cont'd):

- Separate new utilities from all existing utilities by the distances agreed with the utility companies.
- Formulate comprehensive precautions (including permit-to-work system) to prevent workers being endangered from entering into and working in confined spaces.
- Exercise effective supervision to ensure the implementation of the system of work and safety measures.

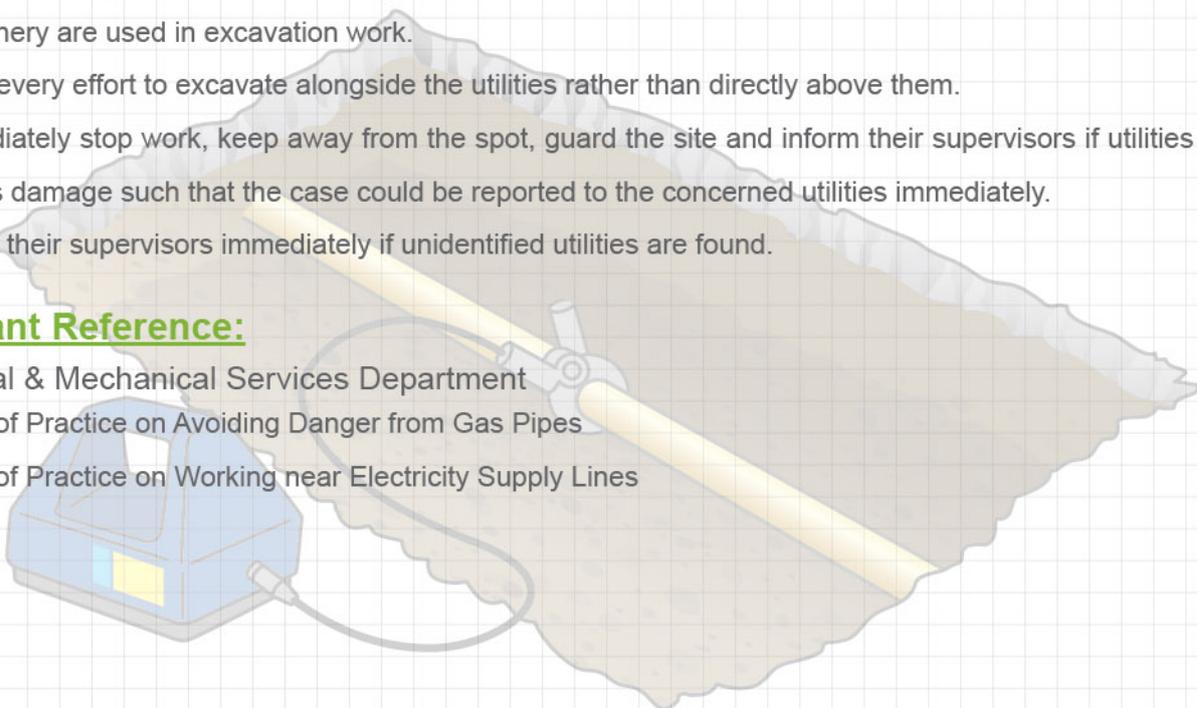
As Construction Workers:

- Attend briefings by the competent person on the content of the utilities alignment record, with particular reference to the locations of the proposed trial pit openings and the number of target utilities to be exposed before commencement of work.
- Maintain adequate minimum safety clearance when hand-held power tools / mechanical tools / heavy machinery are used in excavation work.
- Make every effort to excavate alongside the utilities rather than directly above them.
- Immediately stop work, keep away from the spot, guard the site and inform their supervisors if utilities coating suffers damage such that the case could be reported to the concerned utilities immediately.
- Inform their supervisors immediately if unidentified utilities are found.

Relevant Reference:

Electrical & Mechanical Services Department

- Code of Practice on Avoiding Danger from Gas Pipes
- Code of Practice on Working near Electricity Supply Lines



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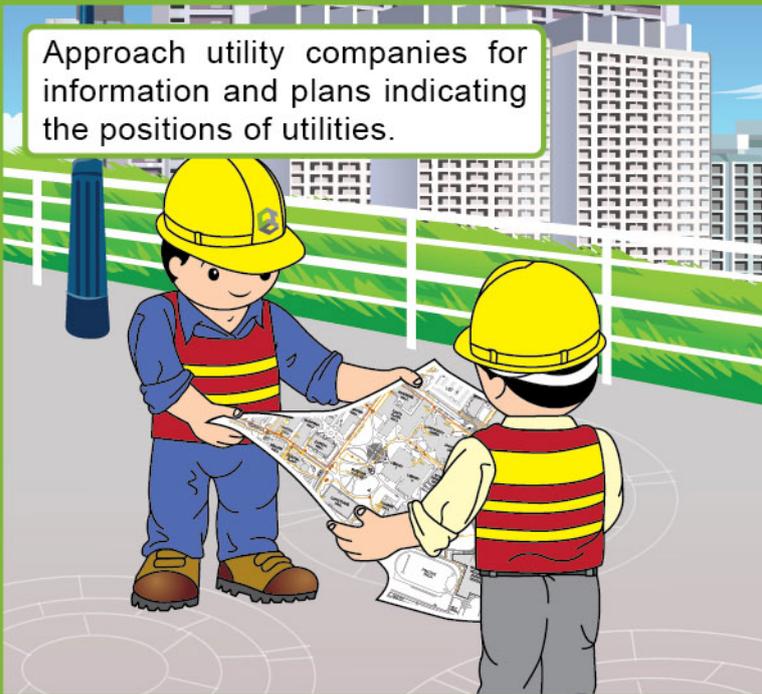
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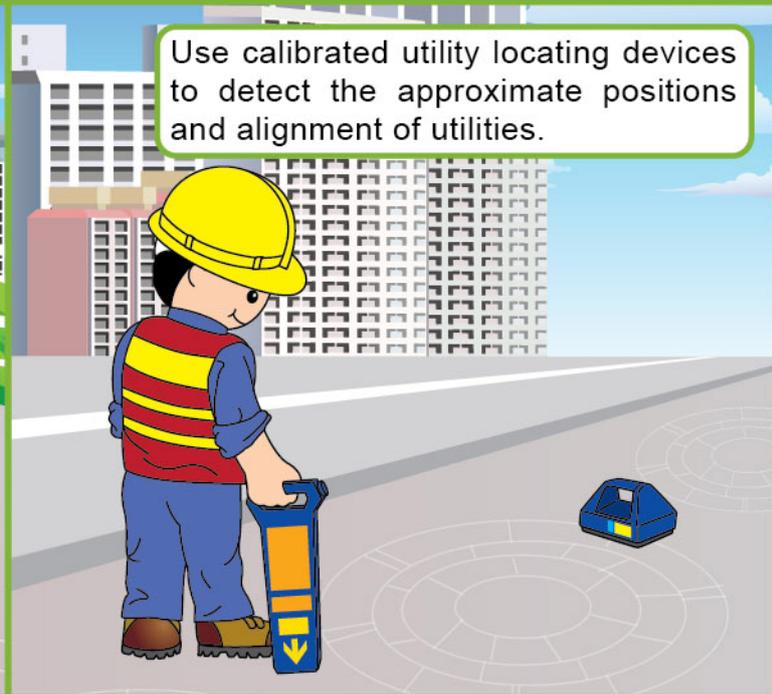
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Safe Digging Practice

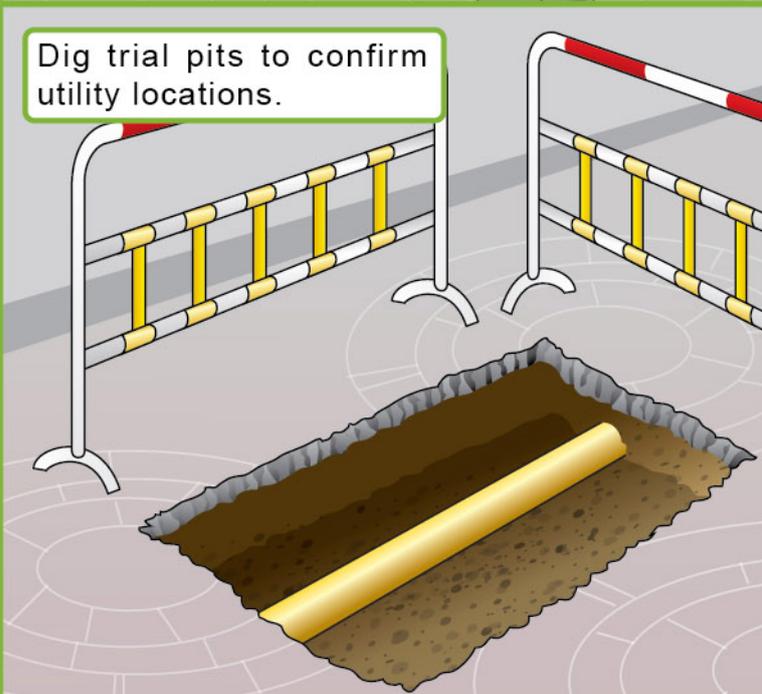
Approach utility companies for information and plans indicating the positions of utilities.



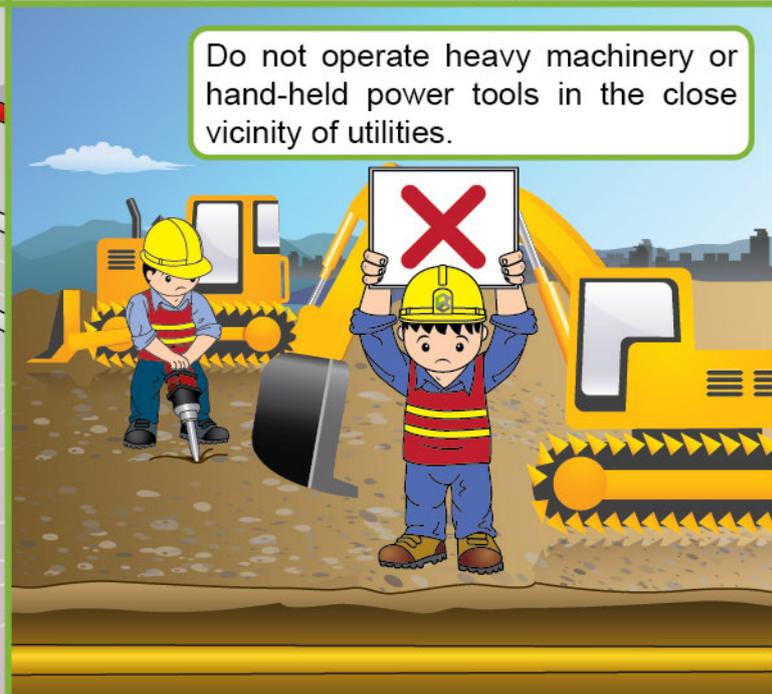
Use calibrated utility locating devices to detect the approximate positions and alignment of utilities.



Dig trial pits to confirm utility locations.



Do not operate heavy machinery or hand-held power tools in the close vicinity of utilities.



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