

Construction Industry Council

Committee on Construction Site Safety

Meeting No. 003/12 of Committee on Construction Site Safety (Com-CSS) was held on Wednesday, 5 September 2012 at 3:00 p.m. at Meeting Room No. 1, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wanchai, Hong Kong.

The following items have been discussed at Com-CSS Meeting No. 003/12:

Agenda Item	Paper	Major Resolutions/ Progress Highlights
3.1	CIC/CSS/R/002/12	Confirmation of the Progress Report – Members of the Com-CSS confirmed the Progress Report CIC/CSS/R/002/12 of the last meeting held on 27 June 2012.
3.2	CIC/CSS/R/002/12	Matters Arising from the Previous Meeting – <u>Agenda item 2.3:</u> CIC had issued a supporting letter (without financial commitment) to Professor LI of the HKPU on 29 June 2012. <u>Agenda item 2.5:</u> This item was discussed under Agenda Item 3.8. <u>Agenda item 2.7:</u> This item was discussed under Agenda Item 3.6.

3.3	CIC/CSS/P/016/12 (for information)	<p><u>Progress of Activities of the Task Force on Site Safety of Working in Lift Shaft</u></p> <p>According to the work flow in the preparation of Volumes 1 and 2 of the Guidelines, a Task Group was formed for the drafting of Volume 3 of the Guidelines. The first meeting of the Task Group was held on 10 August 2012. The Task Group Members had briefly reviewed the relevant Code of Practice and specifications published by LD and EMSD. It was agreed that the Task Group members would scrutinize relevant regulations and reference documents in drafting the Guidelines. The Volume 3 of the Guidelines would cover the relevant safety measures in a walk-through risk assessment approach to ensure the safety and health of workers and other parties engaged in the lift repair and maintenance works. The draft table of content of the Guidelines was appended in Annex A of the meeting paper no. CIC/CSS/P/016/12.</p>
3.4	CIC/CSS/P/017/12 (for information)	<p><u>Progress Report of Meeting No. 001/12 of the Task Force on Safety of Repair, Maintenance, Alterations and Additions (RMAA) sites</u></p> <p>The meeting of the Task Force was held on 17 August 2012. Several items had been discussed in the Task Force meeting.</p> <p>(i) A Sharing Session was held by BD to present the implementation of the Minor Works Control System (MWCS), Mandatory Building Inspection Scheme (MBIS) and Mandatory Window Inspection Scheme (MWIS).</p> <p>(ii) Progress of distribution of Safety Banners of the LD and CIC to Operation Building Bright</p>

		<p>(OBB) Sites - LD had sent out around 40 no. of Banners to the OBB sites. Among those OBB Sites, follow-up visits were made to 30 of them. It was observed that safety promotional banners were hoisted at 20 of those sites.</p> <p>(iii) OSH Star Enterprise - Pilot Scheme on RMAA Safety Accreditation (Pilot Scheme) - OSHC presented the Pilot Scheme on RMAA Safety Accreditation to the Task Force members. The key objective of the pilot scheme is to improve the occupational safety performance of the RMAA small and medium size enterprises through offering technical support and financial incentive. As of today, 47 no. of enterprises had applied for the Pilot Scheme.</p> <p>(iv) Retirement of Mr TSO Shing-hin – Mr TSO, the representative of LD, would retire from LD, Committee and respective Task Force in September 2012. A replacement from LD was expected by Com-CSS.</p> <p>[Post Meeting Note: LD advised that Mr. LI Chi-leung would be the successor of Mr TSO after Mr TSO’s retirement on 19 September 2012.]</p>
3.5	CIC/CSS/P018/12 (for endorsement)	<p><u>Safety Alert No. 002/12 – “Occupational Health Matters of Workers Engaging in Renovation and Repair Works (with the use of volatile organic compounds) in Commercial Premises” (Retitled as “Safety Related Matters of Workers Engaging in Renovation and Repair Works (with the use of volatile organic compounds) in Commercial Premises”)</u></p> <p>The draft Alert No. 002/12 was circulated to Task Force members on 10 August 2012. A revised draft incorporating the comments received was tabled at the Task Force meeting.</p>

		<p>The further revised version incorporating the comments received had been included in the Com-CSS meeting document.</p> <p>The Chairman suggested to change the title of the Alert from “Occupational Health” to “Safety Related”. Members endorsed in principle the Alert No. 002/12. They were requested to convey any further comments to the CIC Secretariat on or before 19 September 2012 if any before issuance.</p> <p>[Post Meeting Note: The final version of the Alert incorporated with comments was attached in Annex A for information.]</p>
3.6	Verbal Report (for information)	<p><u>Progress of Activities of the Informal Task Force on Site Safety Incidents</u></p> <p>To allow prompt issuance, the Alert No. 001/12 - “Water Piping Layout works – Pressure Test (Road Works)” (Alert No.001/12) was formally published and released on 29 August 2012. The issued version was submitted to the Council for information at its meeting held on 31 August 2012.</p>
3.7	Presentation (for information)	<p><u>Interflow Session</u></p> <p>To have a comprehensive review on the heat stress issues prior to determining the heat stress action plan, Hong Kong Polytechnic University (HKPU) was invited to present their findings and research results of their study in the Com-CSS meeting.</p> <p>The main objective of the HKPU’s study was to develop a set of good practices to prevent heat</p>

		<p>stroke for outdoor construction site workers. It included the development of an enhanced heat stress model and the determination of an optimal recovery time after exercising to exhaustion in a controlled climatic environment for application on construction workers.</p> <p>HKPU stated that although their research study had been completed, they would use computing modeling and try to formulate the recovery rate under different rest-break period. They expected the outcomes would demonstrate the provision of additional rest break to the workers would increase workers' productivity. They anticipated the computing modeling would be completed by the end of this year.</p>
3.8	CIC/CSS/P/019/12 (for information)	<p><u>Progress of Activities of the Task Force on Working in Hot Weather (TF-WHW)</u></p> <p>Several meetings of the Task Force had been held and the latest one was held on 20 July 2012 to discuss the Review Report and the proposed revised Guidelines. Mr James Blake, the Chair of the Task Force, stressed that taking appropriate safety measures to protect site personnel working in hot weather would be of paramount importance and he opined the recommendations from the proposed revised Guidelines submitted by HKU were in order and could be implemented at the site level. However, both the Review Report and the proposed revised Guidelines submitted by HKU had not been accepted by Members of TF-WHW.</p> <p>The Way Forward – As agreed at the Com-CSS at its meeting on 27 June 2012, a Task Group on Implementation of Heat Stress Action Plan (TG-IHS) would be formed to deliberate the recommended measures in the proposed revised Guidelines.</p>

3.9	CIC/CSS/P/020/12 (for endorsement)	<p><u>Formation of Task Group on Implementation of Heat Stress Action Plan</u></p> <p>Mr CHEUNG, the Chairman of Com-CSS, recommended Ms Ada FUNG, the Deputy Director of Housing Department, to be the Chairperson of the captioned Task Group. Ms FUNG had agreed on 4 September 2012 to chair the Task Group and proposed some amendments on the membership list so as to include more relevant stakeholders into the Task Group. The Members endorsed the proposed Terms of Reference and revised Membership List of Task Group.</p>
3.10	CIC/CSS/P021/12 (for information)	<p><u>Progress of Activities of the Task Force on Review of Major Construction Method Statements</u></p> <p>With the contributions from members of the Task Group and Task Force, four method statements were drafted. In the Task Force meeting held on 15 June 2012, it was agreed that the format of the draft method statement on “Fabricating of reinforcement cages for bored piles” should be followed. 15 numbers of High Risk Construction Activities were also identified by the Task Force Members to be included in the future consultancy study. A Task Force meeting would be arranged in the coming months to discuss the above mentioned method statements. The consultancy tender package would target to be issued by early next year. For the consultancy tender, the Chairman requested the Task Force to target for an earlier issue.</p>
3.11	Verbal Report (for information)	<p><u>Progress of Activities of the Task Force on Site Safety Training</u></p> <p>(i) Latest progress of the development of safety training courses for the construction industry A letter and a follow-up letter were sent to relevant stakeholders soliciting their views and comments on the proposed syllabi and exemption criteria on 21 February 2012 and 24 April</p>

		<p>2012 respectively. Most of the returned feedbacks were quite positive and showed their support to the proposed training courses.</p> <p>Another informal meeting among DevB, HKHA, OSHC, LD and CIC Training Academy was held on 6 July 2012 to review and follow up the feedback from stakeholders. It was expected that the proposed training courses together with the draft implementation road map would be submitted to the Task Force at its upcoming meeting in late 2012.</p> <p>(ii) Letter to universities in Hong Kong and professional bodies to take note of Site Safety in Course Curriculum and Qualification Requirements</p> <p>5 no. of the tertiary institutions and 3 no. of professional bodies returned their comments and feedback to CIC Training Academy. Most of the responses were quite positive and showed their support to put the work safety concepts throughout the classroom and industrial training of construction courses.</p>
3.12	CIC/CSS/P/023/12 (for endorsement)	<p><u>Guidelines on Pay for Safety Scheme</u></p> <p>The first draft of the Guidelines (English version) was circulated to Members of Com-CSS as well as REDA and HKCA for review on 28 June 2012. The CIC Secretariat received comments from some Members of Com-CSS as well as REDA and HKCA. Members of Com-CSS endorsed the amended draft of the Guidelines. Members were requested to provide any further suggestions on the Guidelines to the CIC Secretariat by close of 12 September 2012. The Guidelines would then be submitted to the Council at its upcoming meeting in October 2012 for approval and issuance.</p>

	CIC/CSS/P/024/12 (for discussion)	<p><u>Strengths of Construction Industry in Hong Kong</u></p> <p>The Strategic Planning Steering Committee recommended the members of the six committees should further input details and specific examples as well as experience sharing so as to illustrate the values of the strengths of Hong Kong construction industry in particular on managerial and project management aspects.</p> <p>One of the Members stated that industry experts from Hong Kong providing service in China projects had become frequent and common. Hong Kong people could provide excellent and professional advice to clients and developers.</p>
3.14	Verbal Report (for information)	<p><u>Hong Kong's Construction Industry Vision 2020 prepared by HKCA</u></p> <p>The Council had briefly discussed HKCA's Report at its meeting on 31 August 2012. It was agreed to invite HKCA to deliver a presentation at the upcoming meeting of the Strategic Planning Steering Committee in October 2012 prior to discussions in the respective Committees.</p>
3.15	AOB (for information and discussion)	<p>(i) <u>LECA Charity Fund</u> Members took note of the initiative from Lift & Escalator Contractors Association (LECA) to launch the "LECA Charity Fund" towards those unfortunate victims.</p> <p>(ii) <u>Letter from the Coroner's Court</u> A letter from the Coroner's Court of 31 August 2012 on the collapse of reinforcement steel cage at 106-114 Kwok Shui Road, Tsuen Wan accident was discussed. Members noted that most of the recommendations stated in the Coroner's Court letter had been deliberated among</p>

		<p>the members of the Informal Task Force on Site Safety Incidents and the key elements had already been included in the existing Safety Alert No. 001/11 on Fabrication of Reinforcement Cages of Bored Piles (Alert No. 001/11).</p> <p>[Post Meeting Note: The reply letter to Coroner’s Court was issued on 24 Sept 2012.]</p> <p>(iii) Overseas visit for Com-CSS members To broaden the view and share experience and expertise from other countries on construction site safety issues, Members suggested CIC to consider the possibility of supporting Com-CSS members to participate in the relevant study tour which was organised by other relevant institutions/organisations.</p> <p>(iv) Manpower and Safety Performance in Construction Industry One of the Members raised his concerns on the manpower issues in construction industry as it would directly affect the safety performance. With the implementation of the major infrastructure projects and commencement of numerous private projects, the labour shortage issue would be a great challenge to the industry in the next few years. Under the present situation, project completion time might be squeezed and hence the safety of construction workers would become one of the major concerns. It was proposed that as this is a general manpower issue and it should be raised at the upcoming Council meeting for further discussion.</p> <p>(v) Promotion of Site Safety in Construction Site and building up the good image of construction industry Mr CHEUNG, the Chairman of Com-CSS, mentioned that one of the CIC members had suggested a new approach to promote site safety by putting some cut-out foam board figures in construction site just like the cut-out cops to combat speeding. After deliberation, it was agreed</p>
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		<p>that the authority and role of CIC were different from those of the police. Besides, the effectiveness of such an arrangement at site was in doubt and hence it would not be pursued further.</p>
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CONSTRUCTION
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**Safety Related Matters of Workers Engaging
in Renovation and Repair Works
(with the use of volatile organic compounds)
in Commercial Premises
Safety Alert No. 002/12**



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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CONSTRUCTION
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Safety Related Matters of Workers Engaging in Renovation and Repair Works (with the use of volatile organic compounds) in Commercial Premises Safety Alert No. 002/12 (Cont'd)

To avoid health hazards to workers involving the use of volatile organic compounds during their engagement in renovation and repair works in commercial premises (e.g. shopping malls and office towers), all owners / tenants, property management companies, contractors and workers concerned should adopt the following precautionary measures in order to create a healthy working environment collaboratively.

- Owners / tenants and contractors should as far as practicable employ the use of pre-fabricated components to avoid applying volatile paint;
- Avoid using volatile paint in enclosed areas as far as practicable;
- No hot work should be allowed at the same time;
- Property management companies should implement effective administrative measures to regulate contractors' use of chemicals, e.g. setting up a permit system for renovation works;
- Owners / tenants, property management companies and contractors should ensure adequate ventilation inside the premises under renovation. They should also install proper exhaust facilities to extract any organic compounds in the air and, as far as practicable, filter the air properly before discharging it from the premises. The exhaust facilities should not jeopardise the fire safety provisions of the adjoining / affected premises and must comply with statutory fire protection / separation requirements, particularly with opening / ducting through different fire compartments;
- Contractors should provide workers with suitable respiratory protective equipment whenever necessary; and
- Workers should use the respiratory protective equipment properly.

Relevant references:

Labour Department

- The Protection of Workers' Health Series - Solvents
- Guidance Notes on Ventilation and Maintenance of Ventilation Systems
- Respiratory Protection Series – Introduction to the Proper Use of Respiratory Protective Equipment

Buildings Department

- The Code of Practice for Fire Safety in Buildings



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