

Construction Industry Council
Construction Industry Training Board

Meeting No. 003/20 of the Construction Industry Training Board (CITB) was held on 13 May 2020 (Wednesday) at 9:30am at Board Room, 29/F, Tower 2, Enterprise Square (MegaBox), 38 Wang Chiu Road, Kowloon Bay, Kowloon.

Summary Notes of the CITB Meeting No. 003/20:

Agenda Item	Paper	Major Resolutions/Progress Highlights
3.1	CIC/CTB/M/002/20	Confirmation of the Minutes of the Previous Meeting Members approved the Minutes of the 2nd Meeting held on 18 March 2020.
3.2	CIC/CTB/M/002/20	Matters Arising from the Previous Meeting Members noted there were no matters arising from the previous meeting.
3.3	CIC/CTB/P/027/20 (for approval)	Committee Structure of CITB, Terms of Reference, Terms of Office and Membership List of the Sub-committee and Membership List and Terms of Office of the Course Advisory Panels Members took note of the paper CIC/CTB/P/027/20 and approved the following proposals: (a) the structure of the CITB (Annex A); (b) the composition and terms of reference of the Sub-committee on Ethnic Minorities in Construction, with the term of office effective from 1 July 2020 to 30 June 2022 (Annex B); (c) the terms of reference and the new membership list of the Sub-committee on Construction Industry Council Approved Technical Talents Training Programme and Collaborative Training Schemes and the Sub-committee on Trade Testing, with the term of office extended to 30 June 2022 (Annex C); and

Agenda Item	Paper	Major Resolutions/Progress Highlights
		<p>(d) the Chairpersons of the Course Advisory Panels (CAPs), with the terms effective from 1 January 2020 to 31 December 2021.</p> <p>Members raised some suggestions on the membership list of the CAPs and the Secretariat would send out the updated version to Members for approval after amendment by circulation.</p> <p>(Post-meeting note: the membership list of the CAPs was sent out to members for approval by circulation on 2 June 2020.)</p>
3.4	CIC/CTB/P/028/20 (for approval)	<p>Proposed Adjustments to “Advanced Construction Manpower Training Scheme - Pilot Scheme (Structured On-the-job)” and “Construction Industry Council Approved Technical Talents Training Programme”</p> <p>Members took note of the paper CIC/CTB/P/028/20 and noted that “Advanced Construction Manpower Training Scheme – Pilot Scheme (Structured On-the-job)” (ACMTS-SOJ) and “Construction Industry Council Approved Technical Talents Training Programme” (CICATP) both aimed at training up semi-skilled workers to become skilled workers. For employers and trainees to differentiate both programmes clearly, the management suggested revising the contents of the two programmes. Members approved the following proposed adjustments which would be applicable to those new applications for CICATP and ACMRS-SOJ on or after 1 July 2020:</p>

Agenda Item	Paper	Major Resolutions/Progress Highlights	
		Item	Proposed revisions
		Enrollment	ACMTS-SOJ admits graduates of adult short courses (excluding Bar Bending & Fixing, Timber Formwork, Metal Works, General Welding and Levelling courses) of the Hong Kong Institute of Construction (HKIC), graduates of collaborative training schemes and construction workers who have acquired the qualification of semi-skilled workers on their own initiative, with no more than 2 years of work experience.
		Enrichment programme (Mandatory)	Number of training days of the enrichment programme of ACMTS-SOJ would be maintained from 11 days to 19 days (depending on the trades). In the long term, the duration of enrichment programmes for all trades will be in line with the CICATP (i.e. 32 days in two years).
		Minimum monthly salary for trainees	The minimum monthly salary for bar benders and fixers and formworkers of CICATP and ACMTS-SOJ was adjusted to HK\$24,500 in the first year and HK\$26,500 in the second year. The Hong Kong Bar Bending Contractors Association and the Hong Kong Formwork Contractors Association have agreed to the proposal.
		Monthly subsidy for on-site instructors	The existing subsidies for ACMTS-SOJ on-site instructors will be cancelled.
		Ratio of instructors to trainees	The ratio of instructors to trainees for CICATP is 1:6.
		Mid-term bonus for Trainees	To be eligible for the interim bonus (amount unchanged), ACMTS-SOJ trainees must pass the interim trade test (including written tests and practical tests).

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		Graduation bonus	The graduation bonuses for 1-year, 1.5-year and 2-year ACMTS-SOJ training are revised to HK\$15,000 (1-year training duration), HK\$20,000 (1.5-year training duration) and HK\$30,000 (bonus for 2-year training duration remain unchanged).
		Training duration	Training duration for plumbers of ACMTS-SOJ is revised to 2 years.
		Foundation Certificate in Effective Site Instructing Techniques Course	The 2-day course of Foundation Certificate in Site Instruction Techniques for CICATP and ACMTS-SOJ have been extended to at least 40 hours (the course will commence upon the completion of enhancement by the HKIC)
3.5	CIC/CTB/P/029/20 (for approval)	<p>Development of Electrical and Mechanical Programmes</p> <p>Members took note of the paper CIC/CTB/P/029/20, the overview and both the manpower and the resource arrangement for the current electrical and mechanical (E&M) programmes organised by the HKIC. Members approved the future development of the E&M programmes.</p>	

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3.6	CIC/CTB/P/030/20 (for approval)	<p>Proposed Planning for one year or above Full-time Courses in 2021/22 and 2022/23</p> <p>Members took note of the paper CIC/CTB/P/030/20 and noted that the HKIC had suggested the future planning for relevant courses in accordance with the construction expenditure for the past five years and the construction expenditure forecast for the next five years. Members approved the following accreditation courses to be offered for 2021/22 and 2022/23:</p> <table border="1" data-bbox="676 603 2033 1347" style="margin-left: 40px;"> <thead> <tr> <th></th> <th colspan="2" style="text-align: center;">2021/22</th> <th style="text-align: center;">2022/23</th> </tr> </thead> <tbody> <tr> <td></td> <td style="text-align: center;">Certificate in Construction (QF Level 2)</td> <td style="text-align: center;">Diploma in Construction (QF Level 3)</td> <td style="text-align: center;">Higher Diploma – Specialist Trade (QF Level 4)</td> </tr> <tr> <td rowspan="3" style="text-align: center;">1.</td> <td style="text-align: center;">/</td> <td style="text-align: center;">Bar Bending & Fixing</td> <td rowspan="3" style="text-align: center;">Structure</td> </tr> <tr> <td style="text-align: center;">/</td> <td style="text-align: center;">Formwork</td> </tr> <tr> <td style="text-align: center;">Building Surveying</td> <td style="text-align: center;">Site Surveying</td> </tr> <tr> <td rowspan="4" style="text-align: center;">2.</td> <td style="text-align: center;">Painting & Decoration</td> <td style="text-align: center;">Painting & Decoration</td> <td rowspan="4" style="text-align: center;">Construction Decoration</td> </tr> <tr> <td style="text-align: center;">Bricklaying & Plastering</td> <td style="text-align: center;">Bricklaying, Plastering & Tiling</td> </tr> <tr> <td style="text-align: center;">Bricklaying & Tiling</td> <td style="text-align: center;">Tiling</td> </tr> <tr> <td style="text-align: center;">Joinery</td> <td style="text-align: center;">Joinery</td> </tr> <tr> <td></td> <td style="text-align: center;">/</td> <td style="text-align: center;">Metal Works & Welding</td> <td></td> </tr> <tr> <td style="text-align: center;">3.</td> <td style="text-align: center;">Plumbing</td> <td style="text-align: center;">Plumbing</td> <td style="text-align: center;">Plumbing Installation</td> </tr> <tr> <td style="text-align: center;">4.</td> <td style="text-align: center;">Electrical Installation</td> <td style="text-align: center;">Electrical Installation</td> <td style="text-align: center;">Electrical Installation</td> </tr> <tr> <td style="text-align: center;">5.</td> <td style="text-align: center;">Plant Maintenance & Repairs</td> <td style="text-align: center;">Plant Maintenance & Repairs</td> <td style="text-align: center;">Mechanical Installation</td> </tr> </tbody> </table>		2021/22		2022/23		Certificate in Construction (QF Level 2)	Diploma in Construction (QF Level 3)	Higher Diploma – Specialist Trade (QF Level 4)	1.	/	Bar Bending & Fixing	Structure	/	Formwork	Building Surveying	Site Surveying	2.	Painting & Decoration	Painting & Decoration	Construction Decoration	Bricklaying & Plastering	Bricklaying, Plastering & Tiling	Bricklaying & Tiling	Tiling	Joinery	Joinery		/	Metal Works & Welding		3.	Plumbing	Plumbing	Plumbing Installation	4.	Electrical Installation	Electrical Installation	Electrical Installation	5.	Plant Maintenance & Repairs	Plant Maintenance & Repairs	Mechanical Installation
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3.7	CIC/CTB/P/031/20 (for information)	Progress Report of CIC Major Work Plans (for approval) Members took note of the paper CIC/CTB/P/031/20 and noted that the CIC Major Work Plans included the repositioning of the HKIC and the CIC Approved Technical Talents Programme as well as the progress report of the two major work.
3.8	CIC/CTB/P/032/20 (for approval)	Supply and Delivery of Nine Sets of Brand New Loadshifting Machinery Simulators (re-tender) Members took note of the paper *CIC/CTB/P/032/20* and noted that, after reviewing the cost effectiveness, the management found that the purchase of 3 sets of brand new loadshifting machinery simulators together with the existing 6 loadshifting machinery simulators, were sufficient for training. Members approved the recommendation made by the Tender Assessment Panel. The contract would be awarded to the supplier, Proteck Engineering Limited, which had the highest marks in both the technical and fee proposals to provide and deliver 3 sets of brand new loadshifting machinery simulators. (Post-meeting note: further to the discussion between the management and the supplier, it was noted that the cost for purchasing 3 loadshifting machinery simulators was around HK\$3.2M (the total cost for purchasing 9 loadshifting machinery simulators was around HK\$5.1M). The management concluded that the price was over the expectation, so no simulator would be procured at this moment.
3.9	CIC/CTB/P/033/20 (for approval)	Key Items of Discussion and Revisions to Trade Test Questions of the 2nd to 4th Meetings of the Course Advisory Panel in 2018-2019 Members took note of the paper *CIC/CTB/P/033/20* and noted the key items of discussion of the CAP meetings. Members approved the proposed revisions to relevant trade test questions.

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3.10	CIC/CTB/P/034/20 (for information)	<p>Report on the Quality Assurance and Performance Appraisal of Collaborative Training Scheme</p> <p>Members took note of the paper *CIC/CTB/P/034/20* and the report on the performance appraisal of participating organisations of the Collaborative Training Scheme from January to December 2019. Members noted that in order to provide a more realistic reflection of the numbers of trainees who were still in training and those who have completed the training for each participating organisation in the year under review, “Completion Rate” was renamed as “Retention Rate” . The Collaboration Scheme Department had evaluated the performance of participating organisations based on the “Retention Rate” and “Passing Rate” . Those with good performance would be praised and those with unsatisfactory performance would be followed up in accordance with the established mechanism.</p>
3.11 to 3.17	CIC/CTB/P/035/20 to CIC/CTB/P/041/20 (for information)	<p>Summary Report of the 2nd Meeting of the Hong Kong Institute of Construction Management Board in 2020, Summary Notes of the 1st Meeting of the Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes in 2020, Table on Estimated Waiting Time for Full-time Short Courses, Table on Waiting Time and Data for Trade Tests, Table on Waiting Time for Plant and Machinery Operation Certification Courses cum Tests, Statistical Data of Construction Industry Council Approved Technical Talents Training Programmes and Statistical Data of Advanced Construction Manpower Training Scheme – Pilot Scheme</p> <p>Members took note of the mentioned summary reports, waiting time tables and statistical data.</p>
3.18	Any Other Business	<p>Progress Report on the McKinsey Report</p> <p>Members noted that there were 9 suggestions in the McKinsey Report relating to CITB work, among which 6 items were completed and 2 items were expected to be completed in the next few years. In</p>

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		addition, for the suggestion of exploring the opportunities for construction practitioners to work overseas, it was not appropriate to commence such a study for the time being due to the supply and demand of construction workers and the environment in recent years.

Remarks: The mentioned papers discussed at the meeting of CITB and/or the full Minutes can be made available to Council Members from the CIC Secretariat upon request.

Organisation Structure of Construction Industry Training Board



Sub-committee on Ethnic Minorities in Construction

Composition

- Chairperson (1)
- Public officer (1)
- Persons with employers' background (4)
 - Persons with main contractor background (1)
 - Persons with building and civil sub-contractor background (2)
 - Persons with E&M sub-contractor background (1)
- Persons with workers' background (1)
- Other persons CITB thinks fit (3)

Sub-committee on Ethnic Minorities in Construction

Terms of Reference

1. To promote ethnic minorities to join construction industry.
2. To enhance training, trade testing and employment prospects, and to strengthen the employability of ethnic minorities through comprehensive training, trade testing and career pathways.
3. To execute the work plan of the Task Force on Ethnic Minorities in Construction and develop new measures for encouraging more ethnic minorities to join construction industry.
4. To report work progress to the Construction Industry Training Board regularly.

Sub-committee on Ethnic Minorities in Construction

Membership List

(as of 1 July 2020)

Chairperson

Mr Peter LAM Oi-ki CITB Member

Member

(To be confirmed) The Hong Kong Registered Contractors Association
(Persons with main contractor background)

(To be confirmed) G-CLADDS LTD
(Persons with building and civil sub-contractor
background)

(To be confirmed) Ming Tai Construction Engineering Co Ltd
(Persons with building and civil sub-contractor
background)

(To be confirmed) ATAL Building Services Engineering Limited
(Persons with E&M sub-contractor background)

(To be confirmed) Nepalese Construction Workers Union HK
(Persons with workers' background)

Ms Rita GURUNG Hong Kong Nepalese Federation
(Other persons CITB thinks fit)

Mr Sanam IQBAL Pakistani Construction Worker
(Other persons CITB thinks fit)

(To be confirmed) Representative of the Race Relations Unit of the Home
Affairs Department
(Other persons CITB thinks fit)

(To be confirmed) Development Bureau
(Public officer)

(Remark: Term of office of all Members will expire on 30 June 2022)

**Sub-committee on Construction Industry Council Approved Technical Talents
Training Programmes and Collaborative Training Schemes**

Terms of Reference

1. To set the objectives and formulate the development strategy of Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes as well as to promote and ensure efficient operation of the programmes and schemes.
2. To review and examine the strategy, execution and effectiveness of the programmes and the schemes as well as to make recommendations to the Construction Industry Training Board regarding the quality, quantity and publicity, including but not limited to quality management, training structure & arrangement, training quota, various allowances / subsidies of the programmes and schemes.

**Sub-committee on Construction Industry Council Approved Technical Talents
Training Programmes and Collaborative Training Schemes**

Membership List

(as of 1 July 2020)

Chairperson

Sr Eddie LAM Kin-wing CIC Member
CITB Member

Member

Mr Edmond W K LAI Gammon Construction Limited
(People with main contractor background)

Mr Thomas P.S. LAU AP Rentals Holdings Limited
(People with building and civil sub-contractor
background)

Mr Joseph WANG Ming Tai Construction Engineering Co. Ltd
(People with building and civil sub-contractor
background)

Mr LAW Yiu-ho Oriental Construction Engineering Co.
(People with E&M sub-contractor background)

Mr WONG Ping Hong Kong Construction Industry Employees General
Union
CITB Member
(People with workers' background)

Mr WONG Wai-lun Construction Industry Outstanding Young Person
(Other persons CIC thinks fit)

Ir LEUNG Yiu-hong Electrical & Mechanical Services Department
(Other persons CIC thinks fit)

Ir Percy HAU Kin-man Development Bureau
(Public officer)

(Remark: Term of office of all Members will expire on 30 June 2022)

Sub-committee on Trade Testing

Terms of Reference

1. To make recommendations to the Construction Industry Training Board regarding promotion and management for enhancing trade tests and certification tests.
2. To review and examine the quality and quantity for trade tests and certification tests of different levels and trades offered at the CIC and to make recommendations to the Construction Industry Training Board, including testing arrangement, contents, methods, timing, quantity, costing and subsidy and so on.

Sub-committee on Trade Testing

Membership List

(as of 1 July 2020)

Chairperson

Ir YU Sai-yen*
(until 30 June 2021) CIC Member
CITB Chairperson

Member

Ir HO Cheuk-wah China State Foundation Engineering Limited
(People with main contractor background)

Mr CHAN Lok-chai Chai Kee Construction (Hong Kong) Limited
(People with building and civil sub-contractor
background)

Mr KC CHEUNG Aqualink Material Limited
(People with building and civil sub-contractor
background)

Mr KK LEE LeeTech Engineering Limited
(People with E&M sub-contractor background)

Mr LAU Wing-sum Construction Site Workers General Union (Affiliate to
HKCTU)
CITB Member
(People with workers' background)

Mr KWOK Chi-yan Construction Industry Outstanding Young Person
(Other persons CIC thinks fit)

Prof. Michael C. H. YAM The Hong Kong Polytechnic University
(Other persons CIC thinks fit)

Mr HUANG Yongquan The Federation of Hong Kong Electrical & Mechanical
Industries Trade Unions
CITB Member
(Other persons CIC thinks fit)

Ir Percy HAU Kin-man Development Bureau
(Public officer)

(Remark: Term of office of all Members will expire on 30 June 2022 unless otherwise specified)