



CONSTRUCTION INDUSTRY COUNCIL
建造業議會

“Designated Workers for Designated Skills”

Construction Workers Registration Ordinance

Briefing Session



What is the “Construction Workers Registration Ordinance” for?

What are the recent amendments of CWRO?

- 1) **Designated workers for designated skills**
→ Ensure the quality of construction works and enhance workers' skill level
- 2) **Multiple skills**
→ Create trade division (Master) to recognise career status of Master workers
- 3) **Work across skills**
→ Registered workers of designated skills are allowed to work across similar skills
- 4) **Senior Workers Registration**
→ Do not need to take Trade Tests
- 5) **Exempted Works**
→ Allow flexible operation in industry
- 6) **Workers daily attendance records**
→ Verify the wages
- 7) **Extended registration validity from 3 yrs to 5 yrs**
→ Reduce the frequency of registration renewal



What is prohibition provision?

1st phase of prohibition provision

(Implementation started from Sept 2007)

A person should be a registered construction worker in order to carry out construction works on construction sites. No person shall employ unregistered construction workers to carry on construction works on construction sites.

2nd phase of prohibition provision

(Will take effect from Apr 2017)

“Designated workers for designated skills” - Only Registered Skilled/ Semi-skilled Workers (including provisional registration) of specified trade divisions are allowed to carry out related construction works. This provision will be implemented in stages:

Stage 1:

Construction, re-construction, addition, alternation, building services work

Will be implemented from 1 April 2017

Stage 2:

Class I & II minor works, maintenance work under term contract, construction works with contract value not exceeding HK\$10m

Development Bureau and CIC will determine an appropriate implementation time for stage 2 according to the adaptation of industry

How to comply with the Ordinance?

Principal Contractors

To employ Registered Workers and to ensure their sub-contractors to do so



To provide card reading device and maintain Register of Statement



To maintain and submit Workers Attendance Records on regular basis



Sub-contractors

To employ Registered Workers



Construction Workers

To register as Registered Construction Workers



Registration by Skill



Reorganising **37** Trades with **139** trade divisions available for registration

Ways of registering as Skilled/Semi-skilled Workers :

- Senior Workers Registration Arrangement (**one off** arrangement)
- Trade Tests
- Other specified qualifications

Example : Trade “Waterproofing Worker” includes trade divisions of “Waterproofing Worker (Master)”, “Waterproofing Worker (Liquid Membrane)”, “Waterproofing Worker (Burn-type Felt)” and “Waterproofing Worker (Adhesive-type Felt)”

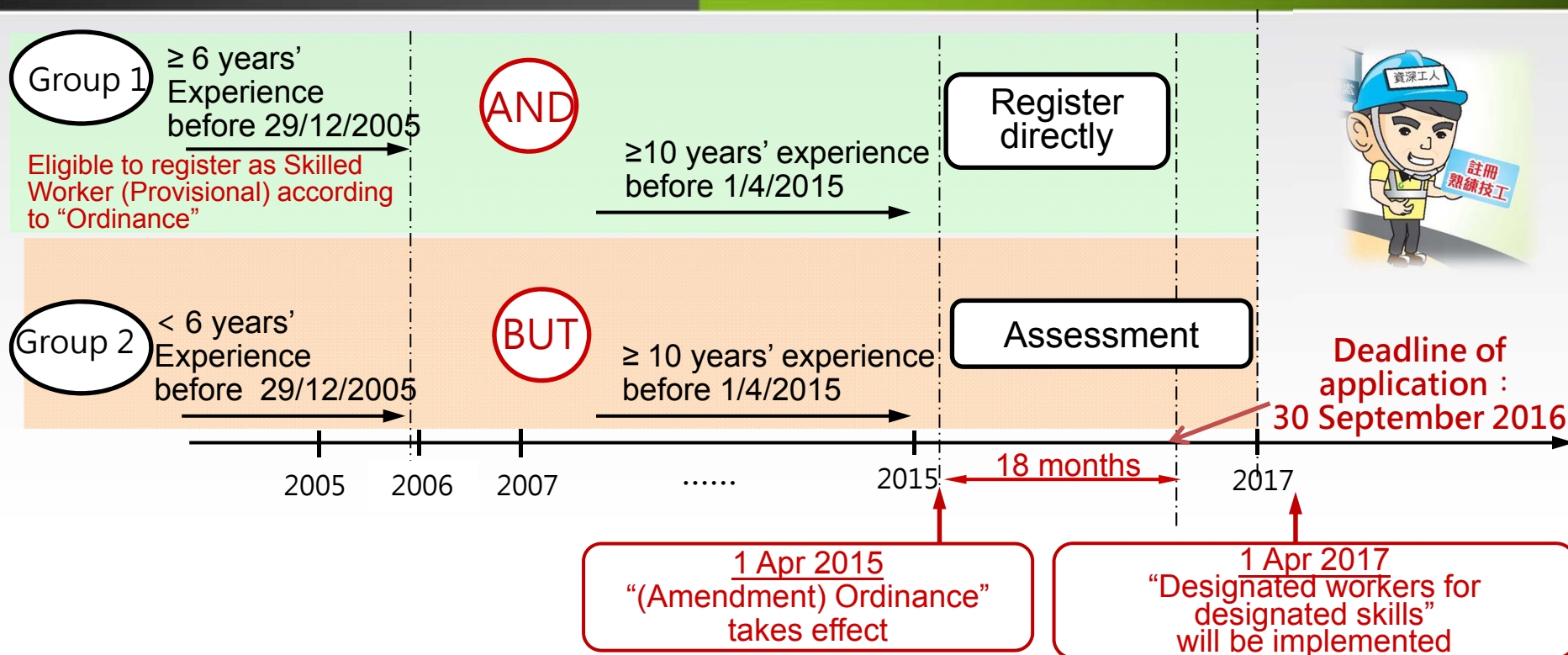
Description of Skills

The description of skills of the 130 trade divisions is listed in the schedule 1 of the Construction Workers Registration Ordinance, workers should register as skilled or semi-skilled workers according to the description.

Examples :

Trade Division	Description of Skills
Bar Bender and Fixer	Cutting, bending and fixing reinforcement steel bars
Carpenter (Formwork)(Master)	(a) Erecting and striking timber formwork for civil construction (b) Erecting and striking timber formwork for building works

Senior Workers Registration Arrangement



Senior Workers Registration Arrangement is not applicable to the trade divisions with other specified registration requirements, such as possession of relevant qualifications under other ordinances

For workers with less than 10 years' skilled work experience, they can register as Skilled/ Semi-skilled workers by taking trade tests

Senior Workers registration arrangement – the mechanism of verifying work experience

Senior Workers (including the 1st group and the 2nd group) can verify their work experience by **any one or a combination** of the following methods :

	<u>Category</u>	<u>Limitation of time for the verification</u>
(A)	Verification from workers' employers	No limitation
(B)	Verification from Trade Unions	No limitation
(C)	Statutory declaration	Maximum 3 years' work experience
(D)	Skilled Worker Registration (Provisional)	<u>6 years'</u> work experience before 29 Dec 2005
	Semi – skilled Worker Registration (Provisional)	<u>2 years'</u> work experience before 29 Dec 2005

(A) Verification from workers' employers

Documents for verifying work experience must be issued by employers of

- government/ public organisations and their contractors listed in the List of Working Experience Verification Organisations
- members of approved construction trade associations
- If the employer is not a listed organisation or a member of approved associations, the employer should seek its upper-layer company/ contractor who is a approved organisation, to verify the work experience of its workers. (*It is not applicable to members of newly added construction trade associations)

(A) verification from workers' employers

Table 3 : Government/public organizations and their registered contractors, construction-related trade associations (Codes in tables below are to be used by employer & upper-level company/contractor for completion of Table 2)

A. Government / Public Organizations and their registered contractors

Code		Code	
101	Kowloon-Canton Railway Corporation	102	Peak Tramways Company Limited
103	CLP Power Hong Kong Limited	104	Hong Kong Housing Authority – Registered Works Contractors
105	Buildings Department – Registered Contractors*	106	The Hong Kong and China Gas Company Limited
107	Security and Guarding Services Industry Authority – Licensed Security Companies	108	Construction Industry Council – Registered Subcontractors under “Subcontractor Registration Scheme”
109	The Hong Kong Housing Society	110	Hong Kong Tramways Limited
111	The Hong Kong Electric Company, Limited	112	MTR Corporation Limited
113	Fire Services Department – Registered Fire Service Installation Contractors	114	Development Bureau – Approved Contractors for Public Works
115	Airport Authority	116	Government Works Group of Departments – Approved Contractors
117	Electrical & Mechanical Department – Registers of Electrical Contractors, Lift Contractors, Escalator Contractors, Gas Contractors	118	Office of the Telecommunication Authority – Telecom Licenses

*not include the Registered Minor Works Contractors

(A) verification from workers' employers

B. Construction-related Trade Associations

Code		Code	
201	The Hong Kong Construction Association Limited	202	The Hong Kong Electrical & Mechanical Contractors' Association Limited
203	Hong Kong General Building Contractors Association Limited	204	The Hong Kong Federation of Electrical and Mechanical Contractors Limited
205	Hong Kong Construction Sub-contractors Association	206	Hong Kong Electrical Contractors' Association Limited
207	Hong Kong Plumbing and Sanitary Ware Trade Association Limited	208	Association of Electrical Contractors
209	Hong Kong and Kowloon Scaffolders General Merchants Association Limited	210	The Lift and Escalator Contractors Association (LECA)
211	Hong Kong Bar-Bending Contractors Association Limited	212	The Hong Kong Air Conditioning and Refrigeration Association Limited
213	Association of Plastering Sub-contractors Limited	214	The Association of Registered Fire Service Installation Contractors of Hong Kong Limited (FSICA)
215	The Hong Kong Marble & Granite Merchants Association	216	Hong Kong Hydraulic Truck Cranes Association Limited
217	Hong Kong Façade Association	218#	Contractor's Authorised Signatory Association
219#	Hong Kong Cargo Vessel Traders' Association	220#	Hong Kong Registered Ventilation Contractors Association
221#	Registered Minor Works Contractor Signatory Association	222#	Sign Association of Hong Kong
223#	Minor Works Contractor Association Limited		

Information provided by certifier who is the membership of construction associations stated in code 218-223, respective association confirmation by chopping on Column (4) in Table 2 is required.

[Remark : Please note that the list above is not exhaustive, any government / public organizations or construction-related trade associations may apply to the Construction Workers Registration Board for admission in the above list.]

(B) Verification from Trade Unions

Approved trade unions can verify work experience by the following methods:

1. **Years of Membership:** if a worker is a member of the approved trade union, his/ her membership will be deemed as verification of work experience in general. (Group 1 Senior Workers have to provide documents to show their membership of at least 6 years before 29 Dec 2005)

2. **Verification and Confirmation of Work Experience**

Applicants should first make statutory declaration for the period of worker experience with no verification issued by employers

Senior Workers Registration Arrangement – Application Procedure

- Submit the completed Senior Workers Registration Arrangement Application form and the Working Experience Certification Form, together with related documents, to any one of the **Workers Registration and Renewal Service Points**, OR
- Verify the work experience and submit applications via **approved trade unions**

**Group 1
Senior Workers**

**Group 2
Senior Workers**

**Register as Skilled Workers
of related trade divisions**

Workers whose work experience is verified, can take the written tests/ interviews organised by **CIC** or **approved trade unions**

Senior Workers Registration Arrangement – Assessment Fee (Group 2 Senior Workers)

Assessment fee for each assessment is HKD50

Date	
31 Mar 2016 and before	<p>Workers who submit applications in the <u>first 12 months</u> of Senior Workers Registration Arrangement and pass the assessment, will be reimbursed for the assessment fee.</p> <p>Workers who are absent from or fail the assessment will have no reimbursement. When they re-apply for assessment, they are required to pay the assessment fee again.</p>
After 31 Mar 2016	No refund.

Trade Tests

For workers do not fulfil the requirement of Senior Workers Registration Arrangement, should register as Skilled/ Semi-skilled Workers by taking trade tests.

2 kinds of trade tests provided by CIC -

Civil and Building Trades, enquiry at 2100 9232

E&M Trades: enquiry at 2100 9600



Subsidy is now being offered to those passed a trade test

Test for registering as Skilled Workers: \$1,000

Test for registering as Semi-skilled Workers: \$300

****The Subsidy Scheme is subject to terms and conditions.**

Master of Skills

Multi-skill development – Creating Master of Skills



Example: Registered Skilled Worker with registration of “Plumber”, “Drainlayer” and “Pipelayer” can register as Skilled Worker of Drain and Pipe Layer (Master)

Work across skills

Example: Registered Skilled Workers (Bricklayer) are allowed to carry out works of Plastering, Tiling, Masonning

- Only applicable to Skilled Workers
- Cannot Instruct and Supervise other workers



“Instruction and Supervision”

- Unregistered skilled/semi-skilled workers are allowed to carry out the construction work of designated trade division(s) under the instruction and supervision of registered skilled/semi-skilled worker(s) of relevant trade division(s).
- Let workers learn and gain experience in order to attain skilled workers registration during work
- Flexibly utilise manpower resources and ensure the works quality meets standards
- CIC is preparing Code of Practice on “Instruction and Supervision”



What kinds of works can be exempted from “designated workers for designated skills”?

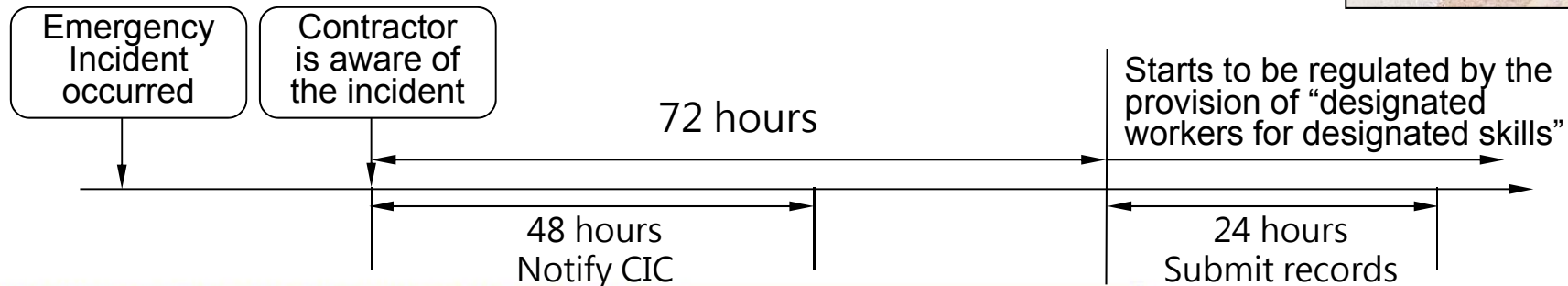
- Proposed Emergency Works
- Proposed Small Scale Construction Works
 - 45 exemptible trade divisions for the above works



CIC will formulate guidelines on “Exempted works” later

Proposed Emergency Works

- Construction works which are made/ maintained consequential upon the occurrence of emergency incidents
- Works are proposed to be exempted from the provision of “designated workers for designated skills” in 72 hours after the principal contractor becomes aware of the emergency incidents.
- Principal contractor to notify CIC of the emergency work, and to keep and submit the relevant records in specified format to CIC



Proposed Small Scale Construction Works

- Designated small scale construction works, or
- Quantities not exceeding the exempted threshold of designated trade division, or
- Construction work with value not exceeding \$100,000

Filling up box-out
at concrete wall

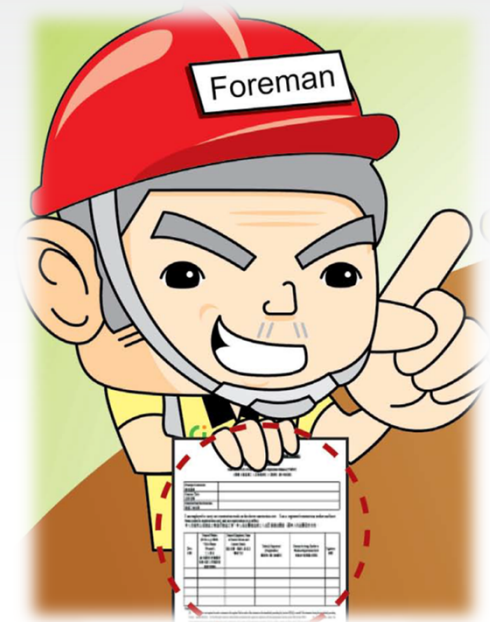


Gully pit



Reasonable Measures

- Principal Contractors / Direct Employers shall implement reasonable measures to ensure that workers understand the arrangement of “Instruction and Supervision”.
 - Including the means for “Worker under Instruction” to identify his/her “Instructor”, the reasonable measures implemented (e.g. written record related to “Designated Person”, form and label) and etc.
- CIC is formulating the Code of Practice for industry’s reference on the reasonable measures.



Defence for Workers

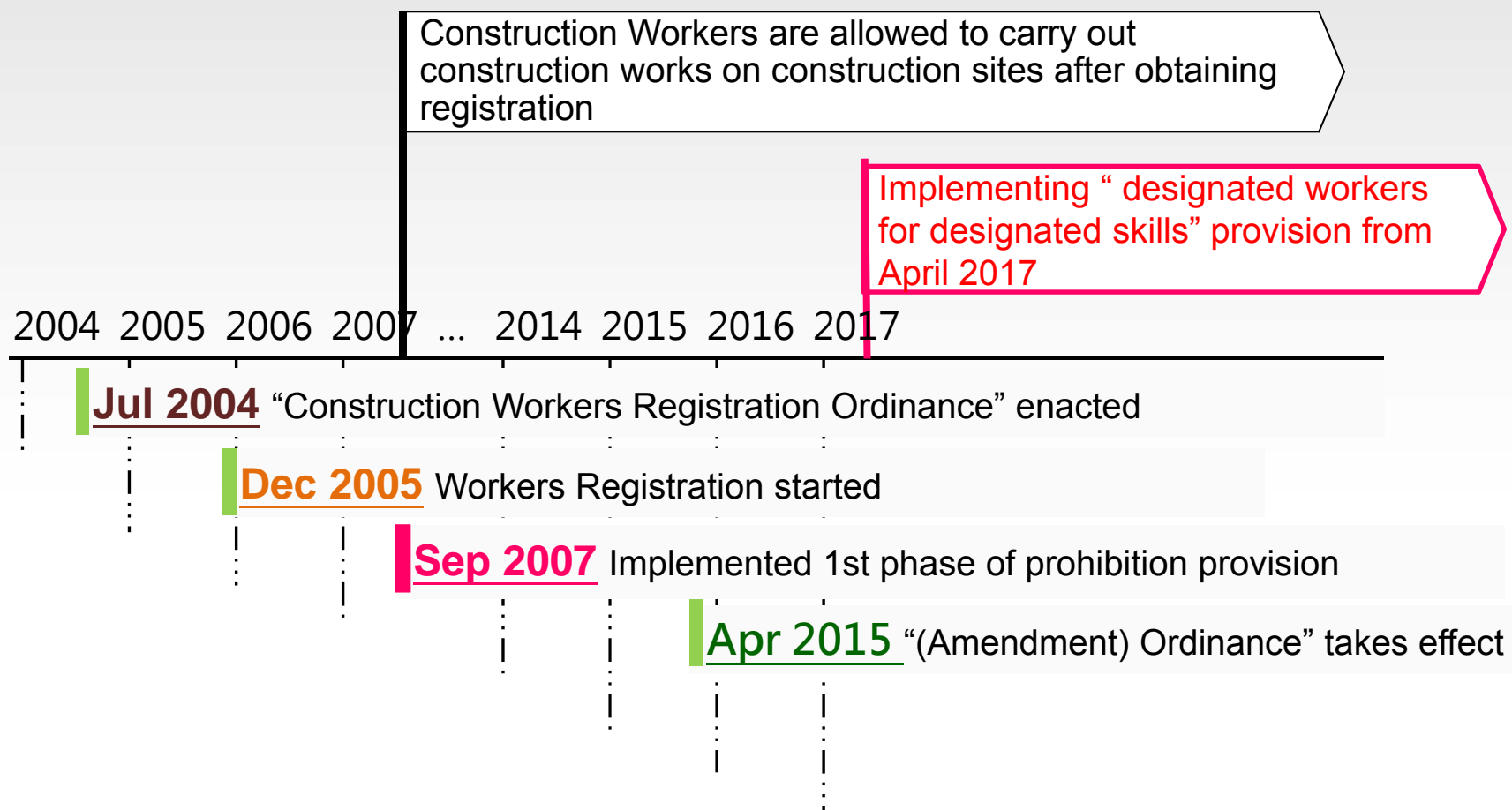
If a worker commits an offence of carrying out works without the required trade division registration, he/she may establish reasonable defence if:

- He/She has reason(s) to believe that he/she was carrying out works under “Instruction and Supervision”; or
- He/She has reason(s) to believe that the works he/she was carrying out belong to “Exempted Works”.

Protecting
workers



When will the Ordinance be implemented ?



When will the Ordinance be implemented ?

Immediate effective from 1 Apr 2015:

1. Registration validity is extended to 5 years
2. 139 trade divisions under 37 trades are available for registration
3. Adding "Master" trade divisions
4. Senior Workers Registration Arrangement (deadline: 30 Sep 2016)

Will take effect from 1 Apr 2017:

1. Designated workers for designated skills
2. Working across skills
3. Exemption regulations for the realistic operation on construction sites

Contact Us

Website of Workers Registration

www.cic.hk

**CIC Workers Registration Hotline :
2873 1911**

The Construction Workers Registration Ordinance shall prevail over this presentation in case of any inconsistency.