



CONSTRUCTION
INDUSTRY COUNCIL
建造業議會

Construction Workers
Registration Ordinance

Designated workers for designated skills

Booklet for Principal Contractors,
Employers of Workers and Construction Workers
(First Edition)

(The revised edition will be published before April 2017)



www.hkcic.org

Designated workers for designated skills (will be implemented in April 2017)

The Construction Workers Registration Ordinance (CWRO) helps ensure the quality of construction works, raise workers' career status, reduce employment disputes, and combat illegal employment to protect the employment opportunity of local workers. Phase 1 prohibition provision under CWRO, which has been implemented since September 1, 2007, stipulates that only registered construction workers can carry out construction works on construction sites.

The "Construction Workers Registration (Amendment) Ordinance 2014" commenced on April 1, 2015, under which the requirement of "Designated workers for designated skills"¹ will start two years after the commencement, namely April 1 2017. By then, workers must register as Registered Skilled or Semi-skilled Workers (hereafter skilled workers) of designated trade divisions to carry out construction works of those trade divisions on construction sites, unless they are under specified conditions².

This booklet introduces to the construction industry stakeholders the arrangements for implementing "Designated workers for designated skills" under CWRO. Please refer to the Construction Workers Registration Ordinance for the definition of the terminologies in and precise content of this booklet.

Implementation Timeline of the "Construction Workers Registration Ordinance"

Date	Event	Effective
July, 2004	"Construction Workers Registration Ordinance" commenced	
December 29, 2005	Construction Workers Registration started	
September 1, 2007	Phase 1 prohibition provision has been implemented	A worker possesses General Worker Registration and Green Card satisfied the requirement of the provision.
April 1, 2015	"Construction Workers Registration (Amendment) Ordinance 2014" commenced	<ol style="list-style-type: none"> 1. Validity of workers registration has been extended from 3 years to 5 years 2. 139 trade divisions under 37 trades are available for registration 3. "Master" trade division is available for registration 4. Senior Workers Registration Arrangement
April 1, 2015 – September 30, 2016	Application through the Senior Workers Registration Arrangement is open	
April 1, 2017 ¹	The remaining phase of prohibition provision of "Construction Workers Registration Ordinance" will be implemented	Requirement of "Designated workers for designated skills"

¹ "Designated workers for designated skills" will be implemented in 2 stages. Stage 1 regulating large-scale projects, will start on April 1, 2017, while Class I & II minor works, maintenance work under term contract of public and specified bodies, and construction work with contract value not exceeding HK\$10 million will be regulated in stage 2. Development Bureau and Construction Industry Council will take adaptation of the industry into account when determining an appropriate time for the implementation of stage 2.

² Carrying out work across skills designated by the Ordinance or under "Instruction and Supervision" of skilled worker(s) of related trade division, or exempted work specified in the "Exemption Regulation" (please see page 8-9 for details).

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For Principal Contractors and Employers of Workers

Upon implementation of the provision of "Designated workers for designated skills", principal contractors and employers of workers must employ registered skilled workers of designated trade divisions to carry out related construction works on construction sites, except works being carried out under the following circumstances:

- (i) carrying out works across skills designated by CVRO; or
- (ii) working under the "Instruction and Supervision" of skilled worker(s) of relevant trade divisions; or
- (iii) carrying out exempted works specified in the "Exemption Regulation".

The following sections help principal contractors and employers of workers understand the content of CWRO.

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For Construction Workers

Upon implementation of the provision of "Designated workers for designated skills", workers are allowed to carry out construction works of trade divisions under the following conditions:

- (i) He/ she is a registered skilled worker of the designated trade division; or
- (ii) carrying out works across skills designated by CWRO; or
- (iii) working under the "Instruction and Supervision" of skilled workers of relevant trade divisions; or
- (iv) carrying out exempted works specified in the "Exemption Regulation".

The following sections help workers understand the content of CWRO.

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Registration by Skills

Workers should register as skilled workers of designated trade divisions as early as possible (please refer to the List of Designated Trade Divisions on page 15-23). Workers are able to attain Skilled or Semi-skilled Workers Registration by the following means, except those trade divisions requiring special registration qualifications indicated in Schedule 1 of CWRO (i.e. registration qualifications required by other ordinances).

	Registered Skilled Worker	Registered Semi-skilled Worker
Means ³	Obtaining relevant trade test certificate as specified by CWRO; or	Obtaining relevant intermediate trade test certificate as specified by CWRO; or
	Through the Senior Workers Registration Arrangement ⁴ ; or	Obtaining other specified recognised qualifications
	To register as a Skilled Worker (Provisional), take relevant Specified Training Course and pass the assessment; or	
	Obtaining other specified recognised qualifications	

The five existing registration categories remain unchanged after CWRO is amended, namely

- 1) Registered Skilled Worker
- 2) Registered Semi-skilled Worker
- 3) Registered Skilled Worker (Provisional)⁵
- 4) Registered Semi-skilled Worker (Provisional)⁵
- 5) Registered General Worker

For the registration requirement of each registration category, please visit cwr.hkcc.org. For the registration qualifications of individual trade divisions, please refer to Schedule 1 of CWRO.

³ The means are not applicable to the trade divisions with special registration requirements (including those requiring possession of relevant qualifications under other ordinances)

⁴ Application of Senior Workers Registration Arrangement is open from April 1, 2015 to September 30, 2016 (18 months).

⁵ The Secretary for Development may cease accepting the application for registration of Registered Skilled Workers (Provisional) and Registered Semi-skilled Workers (Provisional) according to the situation of the industry by notice in the Gazette.

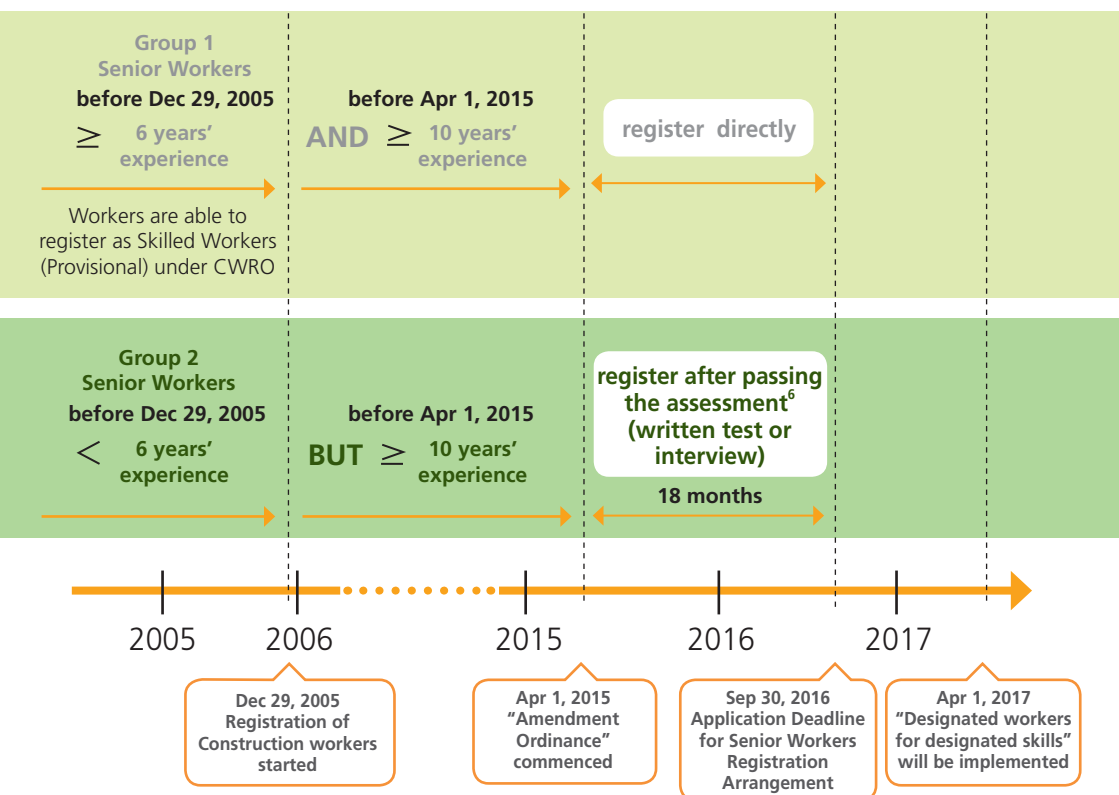
Senior Workers Registration Arrangement

The Senior Workers Registration Arrangement is a one-off arrangement to allow senior workers with at least 10 years' experience of relevant trade divisions before April 1, 2015 to register as Skilled Workers. Application for registration through the Senior Workers Registration Arrangement will be closed on September 30, 2016 (18 months from the effective date of the "Amendment Ordinance"). Senior Workers are categorised into group 1 and group 2.

- Group 1 senior worker with at least 6 years' experience of relevant trade division before December 29, 2005 can apply for registration as a Skilled Worker.
- Group 2 senior worker with less than 6 years' experience of relevant trade division before December 29, 2005 can apply for registration as a Skilled Worker after passing the written test or interview.

The Senior Workers Registration Arrangement is not applicable to trade divisions with special registration requirements such as those requiring possession of relevant qualifications under other ordinances. Please refer to the List of Designated Trade Divisions on pages 15-23 for more information (the Senior Workers Registration Arrangement is not applicable to the trade divisions marked with #).

The following diagram will help you understand the registration requirements and method of the Senior Workers Registration Arrangement.



⁶ The fee for each assessment is HK\$50. An interview can be arranged for applicants who failed written tests. Those who failed interviews shall re-apply for assessment. Applicants, who submit applications before March 31, 2016 (i.e. in the first 12 months after the "Amendment Ordinance" commenced) and pass the assessment, will have the assessment fee reimbursed.

CIC provides courses for group 2 senior workers to familiarise them with the assessment. The course fee is HK\$150. Please visit cwr.hkcc.org for details.

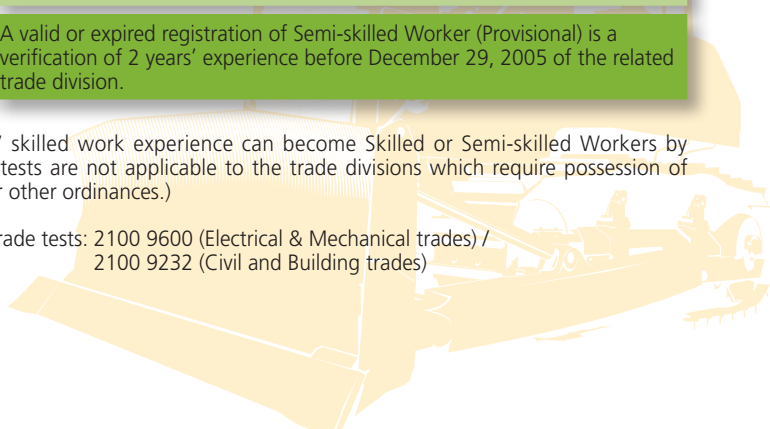
Obtaining Verification of Work Experience

Workers who wish to register as Skilled Workers through Senior Workers Registration Arrangement, should obtain the required verification of work experience by the following mean(s).

Means	Requirements and Details
Verification issued by the workers' employers	<p>The employer must be</p> <ul style="list-style-type: none"> • a government or public organisation on the List of Work Experience Verifying Organisations, or • a contractor of any organisation on the above list, or • a member of any approved trade associations <p>If the employer is not the above-mentioned organisation, the verification of its workers should be signed by its upper-tier company/contractor which is the above-mentioned organisation.</p> <p>(Please refer to CIC website for the List of Work Experience Verifying Organisations and the List of Approved Trade Associations.)</p>
Verified by trade unions	<ul style="list-style-type: none"> • The verification committees formed under the approved trade unions will verify and endorse workers' experience if the workers are not able to obtain verification from their employers. Workers should make statutory declaration for the period of work experience with no verification issued by employers, before having interviews with the verification committees. • Worker's experience can be verified with his/her membership of an approved trade union, while the verification is limited to the trade division(s) the trade union belongs to and the number of years the union has been founded. <p>(Please refer to CIC website for the List of Approved Trade Unions.)</p>
Statutory Declaration	<p>Statutory declaration may be recognised as a verification of at most 3 years' work experience. Workers can make statutory declaration at the Home Affairs Department or in the presence of a Justice of the Peace, a lawyer or any authorised person, after filling in the application form of Senior Workers Registration Arrangement.</p>
Registered Skilled Worker (Provisional)	<p>A valid or expired registration of Skilled Worker (Provisional) is a verification of 6 years' experience before December 29, 2005 of the related trade division.</p>
Registered Semi-Skilled Worker (Provisional)	<p>A valid or expired registration of Semi-skilled Worker (Provisional) is a verification of 2 years' experience before December 29, 2005 of the related trade division.</p>

Workers without 10 years' skilled work experience can become Skilled or Semi-skilled Workers by passing trade tests. (Trade tests are not applicable to the trade divisions which require possession of relevant qualifications under other ordinances.)

Enquiry and enrollment of trade tests: 2100 9600 (Electrical & Mechanical trades) / 2100 9232 (Civil and Building trades)



Application for registration of relevant designated trade divisions

Workers can apply for registration of Skilled Worker of principal trade divisions and relevant designated trade divisions concurrently through the Senior Workers Registration Arrangement, when they meet the requirement of the “List of Required Work Experience of Other Relevant Designated Trade Divisions”. This facilitates workers to become multi-skilled and enhances their competitiveness.

Example① : If you apply for the registration of Skilled Worker of Carpenter (Formwork-Building Construction) through the Senior Workers Registration Arrangement, you can also apply for the registration of Skilled Worker of Carpenter (Formwork-Civil Construction) at the same time.

Example② : If you apply for the registration of Skilled Worker of Tiler and you possess an additional 2 years' experience in plastering, you can also apply for the registration of Skilled Worker of Plasterer at the same time.

List of Required Work Experience of Other Relevant Designated Trade Divisions

1. Qualified workers can apply for the registration of Skilled Worker of specified principal trade divisions and the relevant designated trade divisions listed below concurrently, through the Senior Workers Registration Arrangement

Principal trade division (with verification of 10 years' work experience)	Other relevant designated trade division(s)
Carpenter (Formwork - Building Construction)	• Carpenter (Formwork - Civil Construction)
Carpenter (Formwork - Civil Construction)	• Carpenter (Formwork - Building Construction)
Carpenter (Formwork - Building Construction) (Striking)	• Carpenter (Formwork - Civil Construction) (Striking)
Carpenter (Formwork - Civil Construction) (Striking)	• Carpenter (Formwork - Building Construction) (Striking)
Metal Worker	• General Welder
Plant and Equipment Operator (Percussive Pile)	• Plant and Equipment Operator (Bored Pile)
Plant and Equipment Operator (Bored Pile)	• Plant and Equipment Operator (Percussive Pile)
Marine Construction Plant Operator (Derrick)	• Marine Construction Plant Operator (Boom-hook) • Marine Construction Plant Operator (Boom-grab Bucket)
Marine Construction Plant Operator (Boom-grab Bucket)	• Marine Construction Plant Operator (Boom-hook) • Marine Construction Plant Operator (Derrick)
Marine Construction Plant Operator (Boom-hook)	• Marine Construction Plant Operator (Derrick) • Marine Construction Plant Operator (Boom-grab Bucket)
Refrigeration / Air-conditioning / Ventilation Mechanic (Air System)	• Refrigeration / Air-conditioning / Ventilation Mechanic (Thermal Insulation)

2. Qualified workers who are applying for the registration of Skilled Worker of principal trade divisions through the Senior Workers Registration Arrangement, can apply for the registration of Skilled Worker of relevant designated trade divisions with required work experience, which is less than the statutory requirement, according to the following list.

Principal trade division (with verification of 10 years' work experience)	Other relevant designated trade division(s)	Work experience required for other relevant designated trade division(s)
Tiler	<ul style="list-style-type: none"> Plasterer Bricklayer 	An extra trade division: requiring verification of additional 2 years' work experience of Plasterer or Bricklayer, or 2 extra trade divisions: requiring verification of additional 2 years' work experience of Plasterer and additional 4 years' work experience of Bricklayer
Plasterer	<ul style="list-style-type: none"> Bricklayer Concrete Repairer (Spalling Concrete) 	2 extra trade divisions: requiring verification of 0 year's work experience of Concrete Repairer (spalling concrete) and additional 2 years' work experience of Bricklayer
Control Panel Assembler	<ul style="list-style-type: none"> Refrigeration / Air-conditioning / Ventilation Mechanic (Electrical Control) Fire Service Electrical Fitter 	2 extra trade divisions: requiring verification of additional 1 year's work experience of Refrigeration / Air-conditioning / Ventilation Mechanic (Electrical Control) and additional 1 year's work experience of Fire Service Electrical Fitter
Refrigeration / Air-conditioning / Ventilation Mechanic (Electrical Control)	<ul style="list-style-type: none"> Control Panel Assembler Fire Service Electrical Fitter 	2 extra trade divisions: requiring verification of 0 year's work experience of Control Panel Assembler and additional 1 year's work experience of Fire Service Electrical Fitter
Fire Service Electrical Fitter	<ul style="list-style-type: none"> Refrigeration / Air-conditioning / Ventilation Mechanic (Electrical Control) Control Panel Assembler 	2 extra trade divisions: requiring verification of additional 2 years' work experience of Refrigeration / Air-conditioning / Ventilation Mechanic (Electrical Control) and additional 1 year's work experience of Control Panel Assembler
Refrigeration / Air-conditioning / Ventilation Mechanic (Thermal Insulation)	<ul style="list-style-type: none"> Refrigeration / Air-conditioning / Ventilation Mechanic (Air System) 	Requiring verification of additional 3 years' work experience of Refrigeration/Air-conditioning/Ventilation Mechanic (Air System)
Refrigeration / Air-conditioning / Ventilation Mechanic (Unitary System)	<ul style="list-style-type: none"> Refrigeration / Air-conditioning / Ventilation Mechanic (Air System) Refrigeration / Air-conditioning / Ventilation Mechanic (Thermal Insulation) 	2 extra trade divisions: requiring verification of additional 3 years' work experience of Refrigeration / Air-conditioning / Ventilation Mechanic (Air System) and 0 year's work experience of Refrigeration / Air-conditioning / Ventilation Mechanic (Thermal Insulation)
Refrigeration / Air-conditioning / Ventilation Mechanic (Unitary System)	<ul style="list-style-type: none"> Refrigeration / Air-conditioning / Ventilation Mechanic (Thermal Insulation) 	Requiring verification of additional 1 year's work experience of Refrigeration / Air-conditioning / Ventilation Mechanic (Thermal Insulation)
Refrigeration / Air-conditioning / Ventilation Mechanic (Water System)	<ul style="list-style-type: none"> Refrigeration / Air-conditioning / Ventilation Mechanic (Unitary System) Refrigeration / Air-conditioning / Ventilation Mechanic (Thermal Insulation) Refrigeration / Air-conditioning / Ventilation Mechanic (Air System) 	3 extra trade divisions: requiring verification of additional 0 year's work experience of Refrigeration / Air-conditioning / Ventilation Mechanic (Unitary System), 0 year's work experience of Refrigeration / Air-conditioning / Ventilation Mechanic (Thermal Insulation) and additional 2 years' work experience of Refrigeration / Air-conditioning / Ventilation Mechanic (Air System)
Demolition Worker (Building)	<ul style="list-style-type: none"> Demolition Worker (Unauthorised Building Works) 	Requiring verification of additional 2 years' work experience of Demolition Worker (Unauthorised Building Works)
Demolition Worker (Unauthorised Building Works)	<ul style="list-style-type: none"> Demolition Worker (Building) 	Requiring verification of additional 2 years' work experience of Demolition Worker (Building)

Master Trade Divisions, Works Across Skills, Instruction and Supervision

Master Trade Divisions

To encourage workers to obtain multi-skills in order to enhance employability, a worker who obtained registration of all trade divisions under the designated trade or passed the trade test of a master trade division (trade tests are available for some master trade divisions), is eligible to register as a Skilled or Semi-skilled Worker of the master trade division. A Skilled or Semi-skilled Worker of a master trade division is allowed to carry out all designated works of the trade, to carry out designated works across skills independently as well as to instruct and supervise other workers to carry out works of the trade. Please refer to the List of Designated Trade Divisions on page 15-23 for more details.

Example : A Registered Skilled Worker of Piling Operative (Percussive Piling) and Piling Operative (Bored Piling) is eligible to register as a Registered Skilled Worker of Piling Operative (Master).

Works Across Skills

Having regard to the actual operation in the industry, designated Registered Skilled Workers are allowed to carry out works of designated trade divisions involving similar skills, but they are not allowed to instruct and supervise other workers to carry out these works. Please refer to the column of "Designated Works across Skills" in the List of Designated Trade Divisions on page 15-23 for more details.

Example : Registered Skilled Workers of Carpenter (Fender) are allowed to carry out works of a) Joiner and b) Floor Layer (Master) but not to give "Instruction and Supervision" to other workers on carrying out works of Joiner or Floor Layer (Master).

Instruction and Supervision

A worker who is not a Registered Skilled or Semi-skilled Worker is allowed to perform works of a designated trade division under the "Instruction and Supervision" of a Skilled or Semi-skilled Worker of that trade division. A guideline on "Instruction and Supervision" (including relevant reasonable measures) will be published later.

Proposed Exempted Works

To cope with emergency needs and taking into consideration the operation of small scale works in the industry, the following works will be exempted from the provision of “Designated workers for designated skills” (i.e. the following works are not necessarily carried out by Skilled or Semi-skilled Workers, but have to be carried out by Registered Construction Workers). The Development Bureau will formulate the “Exemption Regulation” with the details of exemption, including the definition and the scope of exempted works. CIC will publish a guideline on Exempted Works (including relevant reasonable measures) later.

1) Emergency Construction Work

It is construction work that has to be carried out upon the occurrence of an emergency incident (such as repair of bursted hot water pipes in hospital). Emergency construction work in 48 hours after the principal contractor has been aware of the emergency incident, will be exempted from the provision of “Designated workers for designated skills”. Principal contractors can make a request to extend the exempted period under special circumstances. If CIC does not have objection, the exempted period can be extended to 72 hours after the principal contractor has been aware of the incident.

Arrangements for emergency construction work:

Arrangement	Applicable to principal contractors	Applicable to employers of workers
To notify CIC of the emergency construction work in 48 hours after being aware of the incident	✓	
To keep a record of the exempted emergency construction work carried out by non-skilled workers	✓	✓
To submit the record of emergency construction work within 24 hours after the exempted period	✓	
To implement and inform the concerned workers for the arrangements for reasonable measures	✓	✓

2) Small scale construction work

- Designated small scale construction work (such as construction of footpaths or tracks, excluding run in, with plain or reinforced concrete); or
- Works with quantities not exceeding the exempted threshold (such as volume of concrete not exceeding 7 m³); or
- Construction contract with value not exceeding HK\$50,000⁷

3) Workers exempted from registration under other ordinances

If workers are exempted from registration under the following ordinances, they are correspondingly exempted from registration as Skilled Workers of related trade divisions under CWRO.

Trade Division	Related Ordinance
Electrical Fitter	“Electricity Ordinance” (Chapter 406)
Gas Installer	“Gas Safety (Registration of Gas Installers and Gas Contractors) Regulations” (Chapter 51D)
Escalator Mechanic	“Lift and Escalator Ordinance” (Chapter 618)
Lift Mechanic	

⁷ This amount will be reviewed based on the price range of construction works during formulation of the “Exemption Regulation” and it will be specified in the regulation.

Reasonable Defence for Workers, Reasonable Measures

Reasonable Defence for Workers under CWRO

If a worker commits an offence of carrying out work of a trade division which he/she has no registration, he/she may plead a defence by proving that he/she reasonably believes that:

- he/she was carrying out works under “Instruction and Supervision”; or
- the works he/she was carrying out belong to “Exempted Works”.

Reasonable Measures

To prevent workers from misunderstanding and committing offence unintentionally, principal contractors and employers are required to take reasonable measures to show “Exempted Works” and works under “Instruction and Supervision” clearly and to ensure that their workers are aware of the arrangements (for example, to provide instructors and workers under “Instruction and Supervision” with labels for identification).

The guideline on “Exempted Works” and the guideline on “Instruction and Supervision” providing a reference on the reasonable measures and relevant guidelines to the industry will be published.



Other Major Liabilities of Principal Contractors

(the existing arrangements)

Provide card reading devices, maintain and submit workers' daily attendance records

Principal contractors have to provide card reading devices for retrieving the electronic data stored in Workers Registration Cards on construction sites. Principal contractors who wish to apply for exemption from providing such devices on sites should submit the application to CIC within 7 days after the construction works begin. Principal contractors/controllers are still required to submit to CIC the workers' daily attendance records of the construction sites to which exemption of providing card reading devices is granted.

Workers' Daily Attendance Records

Principal contractors/controllers have to establish and maintain daily attendance records that contain the daily attendance information of the workers employed by the controllers or their sub-contractors (if the controllers are also the principal contractors) in the specified form. Principal contractors/controllers shall submit to CIC the daily attendance records of the following periods according to the instruction of CIC, within 2 working days after each period:

- 7 days after any construction work begins on the site, and
- each successive period of 7 days

Register of Statement for Registered Construction Workers

Principal contractors are required to establish and maintain a Register of Statement for any Registered Construction Worker who cannot produce his/her Registration Card on demand, to make a statement that he/she has registered and has been issued a valid Registration Card. Principal contractors shall not cause or allow any statement to be removed from the Register of Statement within 24 months after the statement has been made in the Register.



Major offences and fines under “Construction Workers Registration Ordinance”

Major Offence	Relevant Section(s) of the CWRO	Maximum Fine ⁸	Person Held Responsible
Non-Registered Construction Worker carrying out construction work on a construction site	3(1), 6(1)	Level 3	Worker ⁹
Non-Registered Skilled Worker or non-Registered Semi-skilled Worker of relevant trade division (including provisional registration) carrying out designated construction work on a construction site ¹⁰	3(2), 6(1)	Level 3	Worker ⁹
Employing a non-Registered Construction Worker to carry out construction works on a construction site	5, 6(2)	Level 5	Principal contractor, employer of worker
Employing a non-Registered Skilled Worker or non-Registered Semi-skilled Worker of relevant trade division (including provisional registration) to carry out designated construction work on a construction site ¹⁰	5, 6(2)	Level 5	Principal contractor, employer of worker
Principal contractor or employer of worker failing to implement reasonable measures for the arrangement of “Instruction and Supervision” ¹⁰	4A(2), 4A(4)	Level 3	Principal contractor, employer of worker
Principal contractor or employer of worker failing to bring to the attention of the worker, under the arrangement of “Instruction and Supervision”, the reasonable measures made for such arrangement ¹⁰	4A(3), 4A(4)	Level 3	Principal contractor, employer of worker
Failing to provide a device that is able to retrieve the electronic data stored in a Registration Card	58(1), 58(8)	Level 3	Principal contractor
Failing to establish and maintain a Register of Statement	48(6)(a), 48(9)	Level 3	Principal contractor
Causing or permitting a statement to be removed within 24 months after that statement has been made in the Register of Statement	48(6)(b), 48(9)	Level 3	Principal contractor

⁸ According to Schedule 8 of Criminal Procedure Ordinance (Cap 221):
A fine at level 3 is HK\$10,000, a fine at level 5 is HK\$50,000

⁹ Please refer to page 10 for the reasonable defence for workers.

¹⁰ The relevant sections will become effective in April 2017.

Major Offence	Relevant Section(s) of the CWRO	Maximum Fine ⁸	Person Held Responsible
Failing to establish and maintain a daily attendance record containing information of workers employed by the controller/ the controller's sub-contractor of a construction site	58(7)(a), 58(8)	Level 3	Controller
Failing to furnish the Registrar of Construction Workers with a daily attendance record within the statutory period	58(7)(b)(i), 58(7)(b)(ii), 58(8)	Level 3	Controller
Furnishing a daily attendance record with false or misleading information	59(1)(f)	Level 3	Controller
Failing to furnish CIC with the record of exempted "Emergency construction work" in specified form within the statutory period ¹¹	to be specified in the "Exemption Regulation"	Level 3 ¹¹	Principal contractor, employer of worker ¹¹
Failing to keep a record of exempted "Emergency construction work" ¹¹	to be specified in the "Exemption Regulation"	Level 3 ¹¹	Principal contractor ¹¹
Principal contractor or employer of worker failing to implement reasonable measures for "Exempted Works" ¹¹	to be specified in the "Exemption Regulation"	Level 3 ¹¹	Principal contractor, employer of worker ¹¹
Principal contractor or employer of worker failing to bring to the attention of the worker, who carries out "Exempted Works", the reasonable measures implemented for such works. ¹¹	to be specified in the "Exemption Regulation"	Level 3 ¹¹	Principal contractor, employer of worker ¹¹

⁸ According to Schedule 8 of Criminal Procedure Ordinance (Cap 221):

A fine at level 3 is HK\$10,000, a fine at level 5 is HK\$50,000

¹¹ The relevant sections will become effective in April 2017.



Photo taken by Mr Sung Chin-kui

New Workers Registration Card

CIC is developing a new Workers Registration Card and will launch it in 2016. The new card facilitates workers with features as follows:

- 1) The card will contain more information, including the registered trade divisions and other construction industry certificates of workers, in order to reduce the number of cards workers need to bring for work;
- 2) Worker's information of registration is printed at the back of the card. By scanning the QR code on the card such information can be retrieved from the CIC website;
- 3) Workers are able to update the information stored in the chips of their cards by themselves at the CIC Self-service Kiosks;
- 4) Workers are able to review 600 site attendance records stored in the new Workers Registration System, with the latest 120 records stored in every chip of the card and another 480 records stored on CIC's cloud platform;
- 5) Information in the card can be read through the CIC apps on an Android device with the NFC function or the CIC Self-service Kiosks;
- 6) Specified biometric data, such as metacarpal bones, can be stored in the card for authenticating the identity of the card holder.



List of Designated Trade Divisions

Please refer to Schedule 1 of CWRO for details.
Senior Workers Registration Arrangement is not
applicable to the trade divisions marked with #.

Trade	Trade Division	Designated skill works that are allowed to work across	Code	
			Skilled Worker	Semi-Skilled Worker
Woodworker	Carpenter (Fender)	a) Joiner b) Floor Layer (Master)	C306	-
	Carpenter (Formwork) (Master)		C307	C407
	Carpenter (Formwork - Civil Construction)	a) Carpenter (Formwork-Building Construction)	C307b	C407b
	Carpenter (Formwork - Civil Construction) (Striking)	a) Carpenter (Formwork-Building Construction) (Striking)	C307d	-
	Carpenter (Formwork - Building Construction)	a) Carpenter (Formwork-Civil Construction)	C307a	C407a
	Carpenter (Formwork - Building Construction) (Striking)	a) Carpenter (Formwork-Civil Construction) (Striking)	C307c	-
	Joiner	a) Floor Layer (PVC Flooring)	C322	C422
	Joiner (Assembling)		C322a	-
Hand-dug Caisson Worker	Hand-dug Caisson Worker		C353	C453
Leveller	Leveller		C323	C423
Piling Operative	Piling Operative (Master)		C330	C430
	Piling Operative (Percussive Pile)		C330b	C430b
	Piling Operative (Bored Pile)		C330a	C430a
Waterproofing Worker	Waterproofing Worker (Master)		C301	-
	Waterproofing Worker (Liquid Membrane)		C301c	-
	Waterproofing Worker (Burntype Felt)		C301b	C401b
	Waterproofing Worker (Adhesive-type Felt)		C301a	-
Drain and Pipe Layer	Drain and Pipe Layer (Master)		C3006	-
	Plumber		C338	C438

Please refer to Schedule 1 of CWRO for details.
Senior Workers Registration Arrangement is not
applicable to the trade divisions marked with #.

Trade	Trade Division	Designated skill works that are allowed to work across	Code	
			Skilled Worker	Semi-Skilled Worker
Drain and Pipe Layer (con't)	Drainlayer		C314	C414
	Pipelayer		C331	-
Paving Block Layer	Paving Block Layer		C355	-
Cement Sand Mortar Worker	Cement Sand Mortar Worker (Master)	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Marble Worker (Wet Fixing), except work involving tie fastening	C3008	C4008
	Plasterer	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Marble Worker (Wet Fixing), except work involving tie fastening d) Bricklayer e) Mason f) Tiler	C337	C437
	Plasterer (Floor)	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Marble Worker (Wet Fixing), except work involving tie fastening d) Bricklayer e) Mason f) Plasterer g) Tiler	C337a	C437a
	Mason	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Marble Worker (Wet Fixing), except work involving tie fastening d) Bricklayer e) Plasterer f) Tiler	C326	C426
	Bricklayer	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Marble Worker (Wet Fixing), except work involving tie fastening d) Mason e) Plasterer f) Tiler	C305	C405

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Trade	Trade Division	Designated skill works that are allowed to work across	Code	
			Skilled Worker	Semi-Skilled Worker
Cement Sand Mortar Worker (con't)	Tiler	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Marble Worker (Wet Fixing), except work involving tie fastening d) Bricklayer e) Mason f) Plasterer	C347	C447
	Tiler (Mosaic)	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Marble Worker (Wet Fixing), except work involving tie fastening d) Bricklayer e) Mason f) Plasterer g) Tiler	C347a	C447a
	Tiler (Tile)	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Marble Worker (Wet Fixing), except work involving tie fastening d) Bricklayer e) Mason f) Plasterer g) Tiler	C347b	C447b
Demolition Worker	Demolition Worker (Master)		C312	-
	Demolition Worker (Building)		C312a	-
	Demolition Worker (Unauthorised Building Works)		C312b	-
Metal-steel Worker	Metal-steel Worker (Master)		C3010	C4010
	Metal Worker		C328	C428
	Structural Steel Erector		C345	C445
Construction Goods Vehicle Driver	Construction Goods Vehicle Driver (Master) #		C349	-
	Truck Driver (Medium Goods Vehicles) #		C349c	-
	Truck Driver (Heavy Goods Vehicles) #		C349a	-
	Truck Driver (Special Purpose Vehicles) #		C349b	-
	Truck Driver (Articulated Vehicles) #		C349d	-

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Trade	Trade Division	Designated skill works that are allowed to work across	Code	
			Skilled Worker	Semi-Skilled Worker
Rigger/ Metal Formwork Erector	Rigger/ Metal Formwork Erector		C341	C441
Marine Construction Plant Operator (Lifting)	Marine Construction Plant Operator (Lifting) (Master)		C325	C425
	Marine Construction Plant Operator (Derrick)		C325c	C425c
	Marine Construction Plant Operator (Boom-grab Bucket)		C325a	C425a
	Marine Construction Plant Operator (Boom-hook)		C325b	C425b
Asbestos Abatement Worker	Asbestos Abatement Worker		C352	-
Welder	General Welder		C318	C418
	Structural Steel Welder #		C346	-
Concrete and Grouting Worker	Concrete and Grouting Worker (Master)	a) Paving Block Layer b) Marble Worker (Wet Fixing), except work involving tie fastening c) Bricklayer d) Mason e) Plasterer f) Tiler	C3016	-
	Concreteer		C309	C409
	Concrete Repairer (Spalling Concrete)	a) Paving Block Layer b) Marble Worker (Wet Fixing), except work involving tie fastening c) Bricklayer d) Mason e) Plasterer f) Tiler	C308	-
	Shotcretor		C342	-
	Grouting Worker		C321	-

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Trade	Trade Division	Designated skill works that are allowed to work across	Code	
			Skilled Worker	Semi-Skilled Worker
Marble Worker	Marble Worker (Master)	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Bricklayer d) Mason e) Plasterer f) Tiler	C324	C424
	Marble Worker (Polishing)		C324c	C424c
	Marble Worker (Dry Fixing)	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Bricklayer d) Mason e) Plasterer f) Tiler g) Marble Worker (Wet Fixing) h) Marble Worker (Polishing)	C324a	C424a
	Marble Worker (Wet Fixing)	a) Concrete Repairer (Spalling Concrete) b) Paving Block Layer c) Bricklayer d) Mason e) Plasterer f) Tiler g) Marble Worker (Polishing)	C324b	C424b
Window Frame Installer	Window Frame Installer		C350	C450
Scaffolder	Scaffolder (Master)		C3019	C4019
	Bamboo Scaffolder		C303	C403
	Metal Scaffolder		C327	C427
Prestressing Operative	Prestressing Operative		C340	-
Curtain Wall and Glass Panes Installer	Curtain Wall and Glass Panes Installer (Master)		C3021	C4021
	Glazier		C319	C419
	Curtain Wall Installer		C311	C411
Diver (Construction Work)	Diver (Construction Work) #		C313	-

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Trade	Trade Division	Designated skill works that are allowed to work across	Code	
			Skilled Worker	Semi-Skilled Worker
Floor Layer	Floor Layer (Master)		C316	C416
	Floor Layer (Timber Flooring)	a) Floor Layer (PVC Flooring)	C316b	C416b
	Floor Layer (PVC Flooring)		C316a	C416a
Trackworker	Trackworker		C348	-
Tunnel Worker	Tunnel Worker		C351	-
Plant and Equipment Operator	Ground Investigation Operator/ Driller/ Borer		C320	C420
	Plant and Equipment Operator (Fork-lift Truck) #		C333f	-
	Plant and Equipment Operator (Mini-loader) #		C333d	-
	Plant and Equipment Operator (Mini-loader (with Attachments)) #		C333e	-
	Plant and Equipment Operator (Grader) #		C333g	-
	Plant and Equipment Operator (Piling) (Master)		C335	C435
	Plant and Equipment Operator (Percussive Pile)		C335b	C435b
	Plant and Equipment Operator (Bored Pile)		C335a	C435a
	Plant and Equipment Operator (Suspended Working Platform) #		C357	-
	Plant and Equipment Operator (Demolition) - Excavator #		C356	-
	Plant and Equipment Operator (Excavator) #		C333b	-
	Builder's Lift Operator #		C332	-
	Plant and Equipment Operator (Bulldozer) #		C333a	-
	Plant and Equipment Operator (Truck-mounted Crane) #		C334d	-
	Plant and Equipment Operator (Dumper) #		C333h	-
	Plant and Equipment Operator (Loader) #		C333c	-
	Plant and Equipment Operator (Tower Crane) #		C334c	-
	Plant and Equipment Operator (Crawler-mounted Mobile Crane) #		C334a	-
	Plant and Equipment Operator (Wheeled Telescopic Mobile Crane) #		C334e	-

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Trade	Trade Division	Designated skill works that are allowed to work across	Code	
			Skilled Worker	Semi-Skilled Worker
Plant and Equipment Operator (con't)	Plant and Equipment Operator (Locomotive) #		C333i	-
	Plant and Equipment Operator (Gantry Crane) #		C334b	-
	Plant and Equipment Operator (Compactor) #		C333j	-
	Plant and Equipment Operator (Scraper) #		C333k	-
	Plant and Equipment Operator (Tunneling) - Jumbo Drilling		C336a	C436a
	Plant and Equipment Operator (Tunneling) -Segment Erection		C336c	C436c
	Plant and Equipment Operator (Tunneling) - Tunnel Boring Machine		C336d	C436d
Bar Bender and Fixer	Bar Bender and Fixer		C304	C404
Painter and Decorator	Painter and Decorator (Master)		C329	C429
	Painter and Decorator (Roller Painting)	a) Painter and Decorator (Surface Filling) b) Painter and Decorator (Emulsion Painting) c) Painter and Decorator (Synthetic Painting) d) Painter and Decorator (Clear Lacquering) e) Painter and Decorator (Brushing Lacquering)	C329a	-
	Painter and Decorator (Surface Filling)	a) Painter and Decorator (Emulsion Painting) b) Painter and Decorator (Synthetic Painting) c) Painter and Decorator (Clear Lacquering) d) Painter and Decorator (Brushing Lacquering) e) Painter and Decorator (Roller Painting)	C329b	-
	Painter and Decorator (Emulsion Painting)	a) Painter and Decorator (Surface Filling) b) Painter and Decorator (Synthetic Painting) c) Painter and Decorator (Clear Lacquering) d) Painter and Decorator (Brushing Lacquering) e) Painter and Decorator (Roller Painting)	C329c	-
	Painter and Decorator (Brushing Lacquering)	a) Painter and Decorator (Surface Filling) b) Painter and Decorator (Emulsion Painting) c) Painter and Decorator (Synthetic Painting) d) Painter and Decorator (Clear Lacquering) e) Painter and Decorator (Roller Painting)	C329d	-

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Trade	Trade Division	Designated skill works that are allowed to work across	Code	
			Skilled Worker	Semi-Skilled Worker
Painter and Decorator (con't)	Painter and Decorator (Synthetic Painting)	a) Painter and Decorator (Surface Filling) b) Painter and Decorator (Emulsion Painting) c) Painter and Decorator (Clear Lacquering) d) Painter and Decorator (Brushing Lacquering) e) Painter and Decorator (Roller Painting)	C329e	-
	Painter and Decorator (Clear Lacquering)	a) Painter and Decorator (Surface Filling) b) Painter and Decorator (Emulsion Painting) c) Painter and Decorator (Synthetic Painting) d) Painter and Decorator (Brushing Lacquering) e) Painter and Decorator (Roller Painting)	C329f	-
	Painter and Decorator (Texture-spray)	a) Painter and Decorator (Metal Paint Spray) except metal paint spray for protection of structural steel work	C329g	-
	Painter and Decorator (Metal Paint Spray)	a) Painter and Decorator (Texture-spray)	C329h	-
	Painter and Decorator (Paperhanging)	a) Painter and Decorator (Emulsion Painting) b) Painter and Decorator (Clear Lacquering) c) Painter and Decorator (Brushing Lacquering) d) Painter and Decorator (Roller Painting)	C329i	-
	Painter and Decorator (Sign Writing)		C329j	-
Asphalter (Road Construction)	Asphalter (Road Construction)		C302	C402
Blasting Worker	Shotfirer #		C343	-
	Rock Breaking Driller		C339	-
Lift and Escalator Mechanic	Lift and Escalator Mechanic (Master) #		E309	-
	Lift Mechanic #		E309a	-
	Escalator Mechanic #		E309b	-

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Trade	Trade Division	Designated skill works that are allowed to work across	Code	
			Skilled Worker	Semi-Skilled Worker
Refrigeration / Air-conditioning / Ventilation Mechanic	Refrigeration / Air-conditioning / Ventilation Mechanic (Master)		E314	-
	Refrigeration / Air-conditioning / Ventilation Mechanic (Water System)		E314e	E414e
	Refrigeration / Air-conditioning / Ventilation Mechanic (Air System)		E314a	E414a
	Refrigeration / Air-conditioning / Ventilation Mechanic (Thermal Insulation)		E314c	E414c
	Refrigeration / Air-conditioning / Ventilation Mechanic (Electrical Control)		E314b	E414b
	Refrigeration / Air-conditioning / Ventilation Mechanic (Unitary System)		E314d	E414d
Fire Service Mechanic	Fire Service Mechanic (Master) #	a) Plumber - metal pipe work only	E306	-
	Fire Service Portable Equipment Fitter #		E306c	-
	Fire Service Electrical Fitter		E306a	E406a
	Fire Service Mechanical Fitter	a) Plumber - metal pipe work only	E306b	E406b
Gas Installer	Gas Installer #		E375	-
Electrician	Overhead Linesman		E311	-
	Control Panel Assembler		E305a	E405a
	Cable Joiner (Power)		E303	-
	Cable Joiner (Low Voltage)		E303a	-
	Electrical Wireman		E305b	E405b
	Electrical Fitter #		E305	-
Electronic Equipment Mechanic (Construction Work)	Electronic Equipment Mechanic (Construction Work) (Master)		E3036	E4036
	Building Security System Mechanic		E323	E423
	Communication System Mechanic		E324	E424
Plant and Equipment Mechanic (Construction Work)	Plant and Equipment Mechanic (Construction Work) (Master)		CE310	CE410
	Construction Plant Mechanic		C310	C410
	Mechanic Fitter		E310	E410

Workers Registration Service Points

CIC Workers Registration Service Points

G/F, Kowloon Bay Training Centre, 44 Tai Yip Street,
Kowloon Bay
(Exit A, MTR Kowloon Bay Station)

G/F, Kwai Chung Training Centre, 7 Kwai Hop Street,
Kwai Chung

G/F, Sheung Shui Training Centre, 1 Fung Nam Road,
Sheung Shui

Room 2001-03, 20/F, Alliance Building, 130-136
Connaught Road Central, Sheung Wan
(Exit C, MTR Sheung Wan Station)

MTR Nam Cheong Station Shop No. 6
(Opposite to the gates of Exit D)

Phone Booking / Enquiry :
2873 1911

Email :
cwro-enquiry@hkcc.org

Please refer to the CIC website **cwr.hkcc.org**, for the list of organisations which are authorised to verify work experience of senior workers and to provide them with assessment of written tests and interviews.

Enquiry and enrollment of Trade tests : **2100 9600** (Electrical and Mechanical trades) /
2100 9232 (Civil and Building trades)

