



# CONSTRUCTION INDUSTRY COUNCIL

(Revised on 1/2/2022)  
Enquiry : 2100 9500

## Crane Operator Certification Training Course (Certification Test)

Applicant No. \_\_\_\_\_

- Guides to Applicants :**
1. Please read the Notes printed overleaf carefully before completing this form.
  2. Please complete the form in English and in BLOCK letters unless otherwise stated.
  3. Please  $\surd$  in the appropriate .
  4. Personal Particulars must be consistent with that on HKID Card.

(A) Type of Crane Operators Certification Test applied for: (Please  $\surd$  where applicable)

(To encourage multi skills, applicant with valid operator certificate of other crane issued by CIC can have 20% fee discount in this application)

Type of Cranes	Certification Training Course & Test (Please submit copy of result notification letter for applying re-test)			Revalidation Test (Please submit copy of certification card)	
	Course & Test (HK\$)	Re-test of Written Test only (HK\$)	Re-test of Practical Test Only (HK\$)	Course & Written Test (HK\$)	Re-test of Written Test (HK\$)
<input type="checkbox"/> 1.Crawler-mounted Mobile Crane (CMC)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700	<input type="checkbox"/> 500	<input type="checkbox"/> 150
<input type="checkbox"/> 2.Wheeled Telescopic Mobile Crane (WMC)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700	<input type="checkbox"/> 500	<input type="checkbox"/> 150
<input type="checkbox"/> 3.Tower Crane (TWC)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700	<input type="checkbox"/> 500	<input type="checkbox"/> 150
<input type="checkbox"/> 4.Truck-mounted Crane (TKR)	<input type="checkbox"/> 1100	<input type="checkbox"/> 110	<input type="checkbox"/> 500	<input type="checkbox"/> 500	<input type="checkbox"/> 150
<input type="checkbox"/> 5.Gantry Crane (GCS)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 500	<input type="checkbox"/> 500	<input type="checkbox"/> 150
<input type="checkbox"/> 6.Derrick Crane (DRC)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700	<input type="checkbox"/> 500	<input type="checkbox"/> 150

**Note :** (1) If the candidate fails in both written test and practical test, he/she should apply the 3-day certification training course and tests.

(2) Those candidates who fail the written test of the Revalidation course would have one chance to apply for a re-test. If the candidate fails in the re-test, he/she would be required to apply for the 3-day certification training course and tests (including both written and practical tests).

(B) Personal Particulars :

Name : (Chin) \_\_\_\_\_ (Eng) \_\_\_\_\_ Date of Birth : \_\_\_\_\_

Age : \_\_\_\_\_ HKID No. : \_\_\_\_\_ ( ) Tel. No. :(Office) \_\_\_\_\_ (Home) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Sex : \_\_\_\_\_ Address : \_\_\_\_\_

(C) Do you need our assistance to read the trade test questions in Cantonese?  Yes  No

(D) The candidate has difficulties in comprehending Chinese (Cantonese). CIC is requested to provide an English / Chinese interpreter while attending the course/test.  Yes  No

(E) Commencing in 2021, if the candidate passes the test and becomes qualified for the certification card, the card will be mailed with the confirmation letter to the below corresponding postal address by standard mail. Should you have special requests on card arrangement please request in writing when submitting this application.

**Declaration**

1. I declare that all information given in this application form is, to the best of my knowledge, accurate and complete. If any false information is given, the application is deemed to be invalid and the person(s) concerned may be liable to commit criminal liability.
2. I consent that if my application is accepted, I will conform to the regulations of The Council.
3. During the test, I will bear the cost of repair for any damage to machines, tools and equipment due to my negligence or willful misconduct. I agree that the Construction Industry Council will not be liable to any death or personal injury resulting from my negligence.
4. I declare that I have carefully read over the [Notes to Applicants of Trade Test] printed overleaf and all information on this application form.

**Personal Information Collection Statement**

1. The information you provide to the Construction Industry Council or Hong Kong Institute of Construction ("the CIC or HKIC"), including any personal data as defined in the Personal Data (Privacy) Ordinance (the Ordinance), will be used solely for purposes related to the activities of the CIC or HKIC.
  2. To keep you informed of CIC or HKIC activities and industry developments which may be of interest, the CIC or HKIC would like to use your personal data, including your name, phone number and correspondence and email addresses, to update you in relation to training courses, trade testing, registration, events and other aspects of its work and the construction industry.
  3. The CIC or HKIC will not transfer your personal data to any third parties without your prior consent.
  4. It is obligatory for you to supply the CIC or HKIC with complete information. The CIC or HKIC may be unable to process and/or consider your application if you do not provide complete information. You are free to decide whether you wish to receive such information. If you choose not to do so, please put a " $\surd$ " in the box below.
  5. You are also entitled to request access to and correction of any errors in your personal data. If you wish to do so please write to the CIC or HKIC at 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon, Hong Kong.
- I do not wish to receive any information from the CIC or HKIC in relation to its activities or developments in the construction industry.

Applicant's signature : \_\_\_\_\_  
( To be signed by the applicant himself / herself )

Date: \_\_\_\_\_

Name \_\_\_\_\_

Postal Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name \_\_\_\_\_

Postal Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Proof of Crane Operation Working Experience

### New Application:

Applicant for certification test is required to submit a statement of relevant operation working experience for not less than 1 year from the domestic employers/companies.

### Revalidation:

1. Applicant for revalidation test is required to submit an evidence of documents from domestic employers / companies to prove applicant has not less than 3 years required relevant work experience after obtaining certificate issued by CIC; or
2. An identification of the required relevant operation work experience recognized by The Hong Kong Construction Industry Professional Plant-operators and Mechanics Association.

### **Declaration of Organisation :**

We endorse/certify that the applicant \_\_\_\_\_ has \_\_\_\_\_ years of relevant working experience in operating \_\_\_\_\_ (Type of Crane) Crane (please refer to the table below for details) and is a skillful operator. We recommend the applicant to sit for the certification test of construction plant operators in the construction industry.

**Experience in Crane Operation :** (Please detail crane operation experience and use separate sheet if space is insufficient)

**Candidates who renew licenses need to report working experience within last 5 years.**

Year & Month		Name of Company/Employer and contact telephone number	Type of Crane and model	Job Nature
From	To			
/	/			
/	/			

**(Note : Our Council will carry out random check on the details of experience submitted by the applicant. If the submitted experience do not meet our requirements or found fraudulent, our Council will cancel the applicant's right of admission.)**

\_\_\_\_\_  
Name of current/latest employer  
(Full name in block letter)

\_\_\_\_\_  
Signature and company's chop

\_\_\_\_\_  
Contact telephone no.

\_\_\_\_\_  
Date

### **Construction Workers Registration**

Are you  willing /  not willing to

- (i) Apply for The Construction Workers Registration or
- (ii) Update status to Registered Skilled Workers with relevant operator's certificate or
- (iii) Update this operator qualification only.

**Fee: HK\$50** for new or renewal application for Construction Workers Registration (with valid operator's qualification). Free for updating information within the validity of the CWR card. Workers Registration Office will contact the applicants after they pass the certification test for following up the registration matters.

## Notes for Applicants of Crane Operator Certification Training Course

- Applicants should complete the proof of working experience in the form.
- The test fees listed may be reviewed and adjusted by the CIC if necessary. Enquiries are welcome.
- Applicants can apply for revalidation 9 months before and within 6 months after the expiry of the certification card. Application for revalidation before the 9 months grace period will not be entertained, and if after the 6 months grace period will be treated as new application.
- Applicants should be Hong Kong Permanent Residents of 18 year-old or above. Applicants who are not Hong Kong Permanent Residents, please attach the copy of valid working permit issued by the Hong Kong Immigration Department. For imported worker, job duties approved by relevant government department should also be submitted to verify the worker's necessity to operate the cranes concerned.
- Applicants who reach the age of 65, please call CIC Kowloon Bay Campus at 2100 9500 for checking the trades that may be required to submit medical examination reports issued by Registered Medical Practitioners and acquiring the standard forms of reports.
- Candidates may request to postpone the trade test by submitting his reasons in writing. Such letters must reach CIC Kowloon Bay Campus at least 3 working days before the scheduled testing day.
- Application
  - (1) Complete the application form together with a cheque or bank draft for the test fee payable to "**Construction Industry Council**".
  - (2) A photo copy of the applicant's Hong Kong ID Card marked with "COPY" must be submitted with the application form. After the test, the copy will be destroyed according to the CIC procedures.
  - (3) Applicants of Revalidation Test should submit copy of certification card. If the current certification card hold by the applicant was not issued by CIC, applicants must fill in the "Personal Claim" and submit together with the application.
  - (4) Send the application form with a copy of HKID card and the cheque to the **CIC, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.**
  - (5) Candidates who want to withdraw from the tests have to submit their reasons in writing to the CIC Kowloon Bay Campus at least 3 working days before the schedule test date. Once the withdrawal request is approved, the fees paid will be refunded after charging an administration fee amounting to 20% of the total. Special consideration will be given to candidates who request to withdraw because of prolonged injury.