

Construction Industry Council

Committee on Repair, Maintenance, Alteration and Addition

Meeting No. 004/23 of the Committee on Repair, Maintenance, Alteration and Addition was held on Thursday, 9 November 2023 at 2:30pm at Board Room, 29/F, Tower 2, Enterprise Square Five (MegaBox), 38 Wang Chiu Road, Kowloon Bay.

Present : Eddie LAM (ELM) Chairperson
Susanne (WHWS) Principal Assistant Secretary
WONG* (Works) 1, Development Bureau
KAN Wai- (CKN) Deputy Chief Occupational Safety
chi Officer (Operations Division)
(Hong Kong and Islands Region),
Labour Department
John LAM (JLM) Senior Engineer / General
Engineering Services / Kowloon,
Electrical & Mechanical Services
Department (Representing Joe
LAM)
CHAN (KKCN)
Kim-
kwong
Tom (TmC)
CHAN
CHEUNG (WhC)
Wing-ho
Christophe (CCG)
r CHUNG
Patrick HO (PaH)
Ellis IP (EIp)
Kevin LAI (KLI)
Lewis (LLM)
LAM
Andrew (ALEE)
LEE*
Diana (DiP)
PANG*
Daniel (DPG)
PONG
Ringo (RSh)
SHEA
SIU Kin- (KCS)
ching
Alfred (AdT)

TANG
YU Kam- (KHY)
hung

In Attendance : Alfred (AdCn) Chief Assistant Secretary (Works)
CHAN* 6, Development Bureau
Marjory (MLG) Assistant Secretary (Works
LEUNG* Policies 1) 1, Development Bureau
Thomas (TH) Chairman, Construction Industry
HO Council
Alex HO (AHKK) Director – Industry Development,
Construction Industry Council
LEE Oi- (OYL) Assistant Director – Registration
yen Services, Construction Industry
Council
William (YHH) Head of Certificate Training, Hong
HO Kong Institute of Construction
Timothy (TLG) General Manager – Industry
LEUNG Development, Construction
Industry Council
Ivan KO (IK) Senior Manager – Trade Testing,
Construction Industry Council
Eros LAM (ELLT) Manager – Management Support,
Construction Industry Council
Michelle (MYWL) Manager – Industry Development,
LEUNG* Construction Industry Council
Will (WK) Supervising Instructor,
KWOK* Construction Industry Council
Chivas (CvC) Assistant Manager – Industry
CHEUNG Development, Construction
Industry Council
Bosco (BLG) Assistant Manager – Industry
LEUNG* Development, Construction
Industry Council
David (DdLg) Assistant Manager – Collaboration
LEUNG Scheme, Construction Industry
Council
Nathaniel (NJW) Assistant Manager – Industry
WOO Development, Construction
Industry Council
Chris YIP (CYP) Assistant Manager – Industry
Development, Construction Safety,
Construction Industry Council
Joyce (KYLg) Senior Officer II – Industry
LEUNG Development, Construction
Industry Council

Christy (NCC)	Graduate Trainee – Project,
CHAN	Construction Industry Council
James	Arcadis Hong Kong Limited
WONG	(Only for Agenda Item 4.4)
Steve LAI	Arcadis Hong Kong Limited
	(Only for Agenda Item 4.4)
Jacqueline	Arcadis Hong Kong Limited
YEUNG	(Only for Agenda Item 4.4)

* attended the meeting online via Microsoft Teams

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Prior to commencement of the Meeting, the Chairperson reminded Members to declare any actual or potential conflict of interest with item(s) to be discussed at the meeting. No declaration was received during the meeting.

The Chairperson informed Members that KHY had been appointed as the Chairperson of Sub-committee on Supervision Matters, RMAA by the Committee on Repair, Maintenance, Alteration and Addition (Com-RMAA).

4.1 Confirmation of Minutes of the Previous Meeting

Members took note of the paper CIC/RMAA/M/003/23 and confirmed the minutes of the Meeting No. 003/23.

4.2 Matters Arising from the Last Meeting

There were no matters arising from the last meeting.

4.3 Progress Update on Sub-committees

The Chairperson invited the Chairperson of each Sub-committee to brief Members on the Paper CIC/RMAA/P/013/23 regarding the progress update on Sub-committees.

Sub-committee on Worker Training

AdT briefed Members on the progress update of the Sub-committee on Worker Training.

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The number of graduates and students from the two Certificate Programmes in RMAA (full-time) and their employment status are as follows:

Programmes	Number of Graduates (as at 9 November)	Number of Students	Number of Applicants (as at 31 October)
Building Construction	97	36	19
Collaborative Training Scheme (Building Construction)	0	88	1
Electrical & Mechanical	35	18	8
Collaborative Training Scheme (Electrical & Mechanical)	6	61	13

Programmes (as at 30 September)	Number of Employment	Employment Rate
Building Construction	36/82	44%
Collaborative Training Scheme (Building Construction)	N/A	N/A
Electrical & Mechanical	21/35	60%
Collaborative Training Scheme (Electrical & Mechanical)	N/A	N/A

DdLg briefed Members that publicity and promotional campaigns for the Intermediate Tradesman Collaborative Training Scheme (ITCTS) for RMAA Work Trade had been held amongst

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property management companies between September and October. About 20 employers participated in it with 167 participants registered.

YHH briefed Members that the full-time Certificate Programme in RMAA (Building Construction) received 19 applications, with class starting on 4 December. Due to insufficient applications, the Electrical & Mechanical programme would be put on hold for the time being.

Employment rate for the Building Construction graduates was 44%, covering construction sites and RMAA work. Employment rate for the Electrical & Mechanical graduates was 60%, covering construction sites, RMAA and air-conditioning installation work.

The number of applications for the part-time Certificate Programmes in RMAA were as follows: 27 for Building Construction and 26 for Electrical & Mechanical. Two Building Construction modules and two Electrical & Mechanical modules would start classes from 27 November to 4 December. Part-time students were expected to complete all the modules under the Certificate Programmes in RMAA in two years. The Chairperson reminded that classes should be held regularly to ensure that part-time students could complete all the modules.

The Chairperson enquired whether full-time students would be exempted from modules which they had completed during part-time studies. YHH responded that module course graduates would be exempted from that particular module when they take full-time study.

The Chairperson enquired about the training allowance. YHH responded that the original allowance for the Certificate Programmes in RMAA was \$4,800 per month. A grand total of \$1,200 would be distributed upon completion of the programme and getting on board. From 15 September onwards, the

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programme was listed under the Enhanced Construction Manpower Training Scheme. Its monthly allowance was changed to \$12,910, and \$2,910 of which (i.e. \$8,730 of the grand total) would be distributed upon graduation and getting on board for over three months.

AdT commented that the existing RMAA programmes did not offer any Skilled Worker or Semi-Skilled Worker qualification. In addition, the graduates still did not receive recognition from government departments, and salary was relatively low. As a result, the number of applications was not high. Once the programme received recognition from relevant government departments, the salary of RMAA workers would likely be boosted, attracting more applications for the programmes as well as previous graduates to join the work trade.

KHY stated that there were no obvious channels to recruit RMAA programmes' graduates. YHH expressed that the Career Support Services department of HKIC would conduct job matching for students two weeks prior to graduation. The CIC website also had a Job Portal where employers could register on the webpage. The Chairperson opined that job matching should be strengthened, and proactive co-ordination among government organizations, industry, institutions and associations should be made to increase the industry's confidence and demand for RMAA programmes' graduates. KHY suggested taking the initiative to conduct promotions and job matching with registered property management companies under Property Management Services Authority (PMSA).

WHWS expressed her gratitude to the industry and CIC for launching the Certificate Programmes in RMAA. She responded that the Government was very supportive to CIC's trainings, and promotion had been made among Government departments. The Government was tentatively taking a trial run on the recruitment of RMAA graduates, and it was being

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tested in the term contracts of Architectural Services Department (ArchSD). Development Bureau (DEVB) and the Com-RMAA would continue with the co-ordination work and follow up the promotions with other relevant departments.

WHWS supplemented that any addition of RMAA work trade must go through an extensive industry consultation exercise and consensus must be reached among the industry. Currently, all RMAA works were covered by different registered work trades under the Construction Workers Registration Ordinance. DEVB would continue to follow up with workers' training and the change in market demand. Discussion would be made when necessary.

The Chairperson supplemented that various work trades were involved in RMAA works. Currently, registrations with various work trades were needed for RMAA works, making it unsatisfactory and inefficient. The Chairperson understood that DEVB had to consider relevant procedures and appreciated their efforts. Further discussion and co-ordination with DEVB would be made when necessary.

LLM pointed out that the Collaborative Training Scheme for RMAA Work Trade offered sufficient subsidy to employers and students, but the development of graduates was less favourable when compared to other courses. The main reason was attributable to its lack of recognition – no Semi-Skilled Worker qualification was granted, and students tend to quit and switch to other more attractive courses. LLM would provide information of relevant competitive courses to the Secretariat. He also suggested conducting research and comparison with other courses to enhance the benefits and competitiveness of the Collaborative Training Scheme.

LLM

WhC proposed to collect information on the change in salary and job title for existing tradesmen after they have applied and completed the part-time

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programme to ensure suitable adjustments could be made. WhC further enquired whether workers registered with a specific work trade would be exempted from such modules when they take full-time/part-time programmes. YHH replied that the current mechanism offered application for module exemption.

AdT briefed Members that ArchSD had added a requirement for RMAA programme graduates in the tender addendum of term contract in April as a pilot project. The tender addendum stated that contractors must employ at least 2 graduates from the Building Construction programme and 1 graduate from the Electrical & Mechanical programme. Next step would be discussion with ArchSD, hoping that they would list out the same requirement in the remaining six term contracts. AdT suggested the Secretariat to distribute the job referral services information to ArchSD and help contractors recruit graduates as soon as possible.

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Regarding the pilot project of ArchSD, Housing Department (HD) was also studying the feasibility to include relevant terms in its maintenance contracts. As HD's contract model differed from that of ArchSD, more time was needed for the contract details. It was hoped that the recruitment terms could be listed out in relevant tenders by the first quarter of 2024.

Urban Renewal Authority (URA) was considering the possibility of adding the options of "Registered Specialist Trade Contractors" and "Recruitment of RMAA Programme Graduates" to the registration requirement of the Building Rehabilitation Company Registration Scheme (BRCRS). In addition, promotional campaign for Hong Kong Housing Society and PMSA had been kicked off, and progress update would be followed. DiP responded that PMSA could co-ordinate and distribute the information to its 750 registered property management companies and 13,000 registered practitioners.

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Next step, the Secretariat would launch the promotional campaigns for Hospital Authority, Education Bureau, Airport Authority Hong Kong, MTR Corporation, Vocational Training Council and University Grants Committee. The Chairperson stated that as the promotional efforts were speeding up, he proposed to prepare a checklist of relevant organizations, and approach those organizations concurrently to gain a wider industry recognition for the RMAA work trade.

AdCn suggested the Secretariat to maintain a close contact with ArchSD and get to know the commencement date of work of the above four contracts and when the graduate recruitment was needed in order to co-ordinate the recruitment work. WHWS supplemented that she hoped the Secretariat would provide information on course duration and graduation dates to relevant Government departments for better preparation.

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WHWS expressed that all Government departments would make reference to the effect and experience of those graduates working at the pilot project. It was expected that the ArchSD pilot project would be a show case for promoting Certificate Programmes in RMAA among other relevant Government departments and public organizations.

CIC Chairman and the Chairperson expressed their special thanks to ArchSD and DEVB for supporting and assisting the work of Com-RMAA through ArchSD's pilot project.

AdT reported to Members that the curriculum would continue to be amended to suit market needs, e.g. the knock down of RCC wall. The Chairperson stated that Buildings Department (BD) now offered a more effective way to check the structural wall information, and the Sub-committee could explore the possibility to extend that part of the course for collaboration with BD.

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YHH briefed Members that HKIC hoped to obtain the Programme Area Accreditation (PAA) status in late 2024. The two RMAA programmes' curriculum would be submitted as supporting documents along with the application form. Upon successful approval, both programmes would also automatically enter Qualifications Framework (QF) Level 2. Those graduating from the programmes prior to the PAA status shall not automatically attain the QF Level 2 qualification.

CIC Chairman mentioned that the safety of village houses was an issue worth noting, and enquired Members how to encourage villagers to engage the appropriate contractors. The Chairperson clarified that village houses were not governed under building regulations, and enormous resources and government co-ordination were needed for effective improvement. The Chairperson and AdT proposed to make gradual improvements through the implementation of the Registered Specialist Trade Contractors Scheme (RSTCS) first.

Sub-committee on Promotion and Education

EIp briefed Members on the progress update of the Sub-committee on Promotion and Education.

TLG briefed Members that the Thematic Talk on RMAA New Mileage was held with success on 7 November. Over 130 participants joined the event on-site with over 2,000 real-time online views recorded. It was an honour to have CIC Chairman; Mr. Vincent FUNG, Deputy Commissioner (Occupational Safety and Health), Labour Department; and Dr. James WONG, Chairperson of PMSA as the honourable guests. The three mileages mentioned that day included: the end of the three-year transitional period for the property management industry licensing regime; the upcoming new guidelines for truss-out bamboo scaffolds from Labour Department; and Specialist Trade Contractors upgraded Building Maintenance and Interior Fitting-out as the 13th and

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14th designated trades on 1 October.

Webinars in the first half of 2024 aimed to introduce the RSTCS, Smart Site Safety System, Construction Innovation and Technology Fund (CITF), Certificate Programmes in RMAA and ITCTS to the property management company sector.

Site visit to MuLab was made on 25 September. In addition to experiencing the Mock-Up Renovation Laboratory, the Sub-committee also shared and exchanged views on eco-renovation equipment and ideas. Following the visit, the Secretariat would explore the possibility to showcase some of the equipment and technology at the new RMAA exhibition corner in 2024.

A webinar on Smart Tender and E-tendering Platform was jointly organized with URA on 17 October. The webinar introduced the Smart Tender services provided to owners' organizations including professional support on building maintenance work, professional and technical opinions from third parties, estimation of project cost, etc. The webinar would be produced into video clips with subtitles for posting on the CIC platforms to serve as a refresher for the industry and the general public.

The promotional video clip in joint efforts with Hong Kong Federation of Insurers (HKFI) was under way. The story was about water leakage from the apartment above, highlighting the importance of home insurance. The video clip, which was expected to complete by late November, would be distributed to Owners' Corporation and home-owners through different channels in early December. CIC Chairman enquired whether the 7-minute video would be too long. TLG responded that the content was rich, and it was decided to keep the video clip's current length after discussion with HKFI to ensure the accuracy. EIp would explore the possibility to edit the video clip into two sessions. The Chairperson opined that the idea could be explored, but the final decision

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would be subject to HKFI and Sub-committee on Promotion and Education.

The Second CIC Outstanding Contractor Award was tentatively scheduled on 6 or 7 November 2024, with the addition of an award category for RMAA contractors. The Organising Committee had been set up while the membership of the Judging Panel had been proposed. The Organising Committee would first meet in December. The launch ceremony was planned in February 2024, followed by application and final judgment. The presentation ceremony would be held in November.

Sub-committee on Standardisation

CCG briefed Members on the progress update of the Sub-committee on Standardisation.

Regarding the feasibility for the Certificate Programmes in RMAA to partake in the work requirements of some of the BD's List of Class III Registered Minor Works Items, the Sub-committee had proposed the direction of partake to BD in July. BD officially rejected the proposal in writing in October. The reason for rejection was that RMAA work was not covered by any Skilled Worker or Semi-Skilled Worker qualification, and the current Minor Works Items did not provide a further breakdown into smaller categories. Any changes would involve legislative amendment.

TLG proposed to seek a more appropriate BD representative for discussion through DEVB. The Chairperson agreed and suggested meeting the Registration Unit and an Assistant Director again through DEVB to study the direction of the partake.

**DEVB and
the
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CCG reported to Members on the production of Home Repairs and Maintenance Guideline, and Maintenance Works Guideline for Dummies. The Secretariat had prepared a booklet on laws and responsibilities, and a booklet on spalling of concrete and Mandatory Building Inspection Scheme for home

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owners' reference. The Secretariat would distribute the booklets to Members for comment and approval after the meeting.

TLG supplemented that the content of the booklets had been simplified by way of consolidation and referral after the previous meeting in order to facilitate the understanding of home owners. The booklets would be distributed to Home Affairs Department, URA, PMSA, organizations, associations, etc.

CIC Chairman enquired whether the publicity for the distribution of booklets was sufficient. TLG responded that booklets or video clips produced by Sub-committee on Standardisation would be passed to Sub-committee on Promotion and Education for promotion. Video clips would be uploaded to the CIC multimedia platforms, and broadcasted at shopping malls or buildings among the 18 districts in Hong Kong. EIp mentioned that publicity materials could be distributed via Federation of Hong Kong Property Management Industry, Hong Kong Association of Property Management and Hong Kong Institute of Housing.

OYL briefed Members on the progress update of the RSTCS. The new Specialist Trades were implemented on 1 October. Applications were now open, and contractors were required to submit the missing documents within 18 months. The Chairperson requested for continued reporting of data and analysis of the RSTCS in subsequent meetings.

CIC Chairman enquired whether the Building Maintenance and Interior Fitting-out designated trades under RSTCS had set any requirement for Group 2 companies to employ programme graduates. OYL responded that the qualification requirements for the execution team included Skilled Workers or Semi-Skilled Workers registered with the relevant trade divisions, or graduates from the Certificate

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Programmes in RMAA. The Chairperson supplemented that the current registration requirements adopted a Recommended approach; the employment of programme graduates could become a compulsory requirement when the supply of graduates was sufficient. The Chairperson reminded HKIC to launch more programmes and increase the number of graduates as soon as possible in order to fulfil the registration requirements in the future.

TLG reported to Members on the addition of a RMAA webpage and the introduction of the ChatBot information service at the CIC website in 2024. Relevant booklets would also cover the CIC hotline: 2100 9000. KKC� suggested that publicity through radio programmes could be considered to target the elderly or housewives.

Sub-committee on Supervision Matters

KHY briefed Members on the progress update of the Sub-committee on Supervision Matters.

CIC displayed the Insurance for RMAA Works Booklet, Truss-out Scaffolder Safety Training and Guidelines on Safety Measures, the Certificate Programmes in RMAA, and Collaborative Training Scheme information at the PMSA booth in the Third International Property Management and Procurement Expo between 30 August and 31 August 2023. Subsequent to the Expo, the leaflets were still available at the PMSA counter for public collection.

Com-RMAA and PMSA held their first half-yearly regular meeting on 17 October. The meeting covered the PMSA Best Practice Guides and Codes of Conduct, theme discussion for the Talk on 7 November, introduction to RSTCS, introduction to Smart Site Safety System (4S) and CITF, ITCTS, and introduction to Truss-out Scaffolder Safety Training.

TLG mentioned that the Secretariat had just received the latest revised Practice Guides from PMSA. The Secretariat would distribute the latest version to

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Members of Sub-committee on Supervision Matters for final comment after the meeting. DiP supplemented that the Practice Guides was now in the final stage. The draft Practice Guides had already been circulated among Members, and not much revision had been made on the contents except minor editing to facilitate the industry’s implementation and execution. PMSA expected the final version to be ready by 20 November, with the file uploaded to the PMSA website in early December and official launch in the week after.

The Chairperson expressed that although there was no legislation governing the employment of Registered Specialist Trade Contractors, we could encourage and recommend the Owners' Corporations to develop agreements for engaging Registered Specialist Trade Contractors to handle RMAA works. The Chairperson proposed to conduct continual supervision and enhancement to the existing system with PMSA and include relevant requirements in due course.

TLG reported to Members on the number of participating companies for the Construction Industry Integrity Charter 2.0. The number of subscribed construction companies and consulting firms reached 381 in June, 53 of which were RMAA companies. The number reached 407 in September, 56 of which were RMAA companies.

The distribution of registered companies that had subscribed to the Construction Industry Integrity Charter 2.0 were as follows:

Distribution of Registered Company (as at September 2023)	Construction Industry Integrity Charter 2.0	
	Number of Companies	Percentage
Specialist Trade Contractor	59	14
Subcontractor	146	36

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Specialist Trade Contractor and Subcontractor	72	18
Others	130	32

The distribution of scope of work of companies that had subscribed to the Construction Industry Integrity Charter 2.0 were as follows:

Scope of Work of Company (as at September 2023)	Construction Industry Integrity Charter 2.0	
	Number of Companies	Percentage
Building Maintenance	6	2
Renovation and Fitting-Out Works	21	5
Building Maintenance & Renovation and Fitting-Out Works	29	7
Others	351	86

4.4 Progress Report on RMAA Market Consultancy Study

TLG reported to Members on the paper CIC/RMAA/P/014/23 regarding the progress report on RMAA market consultancy study.

[Representatives from Arcadis Hong Kong Limited joined the meeting at this juncture.]

TLG invited James WONG from Arcadis Hong Kong Limited to report to Members on the interim report of the consultancy study.

The consultancy study had 3 key targets: definition of the scope of service for RMAA, market evaluation and strategy development.

Target 1 – Definition of the Scope of Service

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for RMAA

- Research methodology: Desktop research and stakeholder engagement interviews
- Progress: Conducted consultations with 13 stakeholders and conducted questionnaire with tenants and contractors.

Target 2 – Market Evaluation

- Research methodology: Adopted the PEST analysis (Political, Economic, Social and Technology), with the initial framework and scope of work divided into public and private projects.
- Progress: Figured out the total construction volume for RMAA works, the number of buildings at different ages, expected growth rate, cost, market competitiveness, distribution of workers and number of accidents among the private and public markets.

Target 3 – Strategy Development

- Research Methodology: Conduct consultations with Government departments, statutory organizations, contractor associations / professional institutions and relevant stakeholders, and organize three forums to discuss the trainings, supervision and registration system.
- Progress: Completed part of the consultation with relevant stakeholders.

Timeline for the Consultancy Study:

1. Complete the questionnaire for the industry and analyse: Collect questionnaire responses by 10 November, and complete the analysis by 24 November.
2. Develop strategy and recommendation:

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- Complete by 8 December.
3. Develop and submit draft report: continue to develop the draft report from 11 November to 15 December, and submit the draft report by 8 December.

The Chairperson enquired how the minor RMAA works' research data was obtained. James WONG replied that the data was mainly derived from questionnaires; so far, 150 contractors with a range of construction volumes had replied. The Chairperson reminded and stressed the importance of understanding the data in order to benefit the industry's development.

The Chairperson enquired whether the questionnaire covered quality issues. The questionnaire had included time, cost, safety, environmental protection, project dispute, quality of craftsmanship and inconsistent quality of deliverables.

[Representatives from Arcadis Hong Kong Limited left the meeting at this juncture.]

4.5 Com-RMAA 2024 Detailed Business Plan and Key Performance Indicators

TLG briefed Members on the paper CIC/RMAA/P/016/23 regarding Com-RMAA 2024 Detailed Business Plan and Key Performance Indicators.

Detailed Business Plan:

1. Complete the RMAA Market Consultancy Study
2. Organize seminars or meetings on technology, insurance, integrity issues, etc.
3. Prepare RMAA guidelines and promotional leaflets such as Information for Dummies, technical reference materials, etc.
4. Prepare RMAA educational or informational video clips for the general public
5. Outstanding Contractor Award organized by the

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Industry Development: design or production of awards, publicity, seminars, etc.

Budget:

A total of HK\$1.61 million.

Key Performance Indicators:

	Key Performance Indicators	Target Completion Date
1	Complete the RMAA Market Consultancy Study	May 2024
2	Organize 4 seminars or meetings, prepare 2 video clips and 4 guidelines on RMAA technical and safety issues	December 2024
3	Organize a RMAA award	December 2024

4.6 Any Other Business

4.6.1 CIC Digital Twin Hub, CITF, Construction Innovation and Technology Application Centre (CITAC)

It was suggested that an approximately 300-square-foot RMAA exhibition corner to be set up on the ground floor of Kwai Chung Campus, Hong Kong Institute of Construction in 2024. The Secretariat suggested displaying RMAA related technology and information, and exhibit tools for RMAA works. The Safety Experience Training Centre was also located on the same floor. It was expected that the new RMAA exhibition corner and Safety Experience Training Centre would create a synergy effect.

The Chairperson recommended enlarging the RMAA exhibition corner to accommodate more RMAA new technological tools. The Secretariat would discuss its feasibility with YHH.

The Secretariat

4.6.2 Global Construction Sustainability Forum and Exhibition (GCSFE)

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CIC would organize the Global Construction Sustainability Forum and Exhibition (GCSFE) from 20 to 23 November 2023, featuring charter signing ceremonies, forums, luncheons and dinners. Members were encouraged to attend the event and promote it among the industry partners.

4.7 Next Meeting

The next meeting was scheduled for 1 February 2024 **All to Note** (Thursday) at 2:30pm at Board Room, 29/F, Tower 2, Enterprise Square Five (MegaBox), 38 Wang Chiu Road, Kowloon Bay.

There being no other business, the meeting was adjourned at 5 pm.

**CIC Secretariat
November 2023**