



## MINUTES

### **Action**

#### 2.1 **Confirmation of the Minutes of the Com-CSY Meeting No. 001/19**

Members took note of Meeting Minutes CIC/CSY/M/001/19 and confirmed the Meeting Minutes of the last meeting held on 28 March 2019.

#### 2.2 **Matters Arising from the Previous Meeting**

Agenda item 1.3 - For the Study on Safety Roles and Responsibilities of Key Stakeholders in the Hong Kong Construction Industry (the Study), the Chairperson of the Com-CSY had made a presentation in the Council Meeting on 26 April to report the progress and the findings of the Study.

Agenda item 1.4 - For the Labour Department's (LD) consultation paper on "Raising Penalties of the Occupational Safety and Health Legislation", an email was sent to Members on 10 April to seek their comments on a draft letter to the LD. With the consent of the Com-CSY Members, the CIC Secretariat issued the letter to the LD on 26 April.

Agenda item 1.7 - For the Subcommittee on Safety Technical Issues, the LD had nominated a representative as a member and the representative had joined the 2nd meeting held on 17 June.

Agenda item 1.8 - For the Task Force on Truss-out Bamboo Scaffolds, the first meeting was held on 18 June and the details would be reported in agenda item 2.7.

#### 2.3 **Progress on the Establishment of the Centre for Construction Safety**

The design consultants briefed Members on the progress of the establishment of the Centre for Construction Safety (the Centre).

The work progress on the establishment of the Centre is given as follows:

- The design consultant reported the progress on the establishment of the Centre, including design ideas, function and feature of each zone, design proposal for safety exhibit areas, timeline of the

development, etc. It was expected that the construction works will commence in December this year and be completed in April 2020.

- All contents in the Centre will be displayed in Chinese and English, and brochures will be prepared for ethnic minority visitors for reference.
- The Chairperson of the Com-CSY and the three Subcommittee Chairpersons will continue to hold regular working group meetings with the Hong Kong Institute of Construction (HKIC) and the design consultants to discuss the development of the Centre. The Chairperson expressed sincere gratitude to the three Subcommittee Chairpersons and the design consultants for their contribution in the past several months in attending extensive meetings and carrying out the preparatory works. The Chairperson indicated that the working group will continue to collect and select the safety exhibits and encourage other stakeholders to contribute information and contents for display in the Centre.

Some Members asked whether the target audience of the Centre was aimed at industry stakeholders or the public, as the memorial wall might give a negative impression to the public. The Chairperson responded that both groups of visitors were the target audience. The working group had considered the issue raised by the Members and that the consultant had detailed discussion on the way of expression so as to let memorial wall bring a positive message to the public that the industry continued to improve, while at the same time serving as a reminder to industry stakeholders and their families.

The Chairperson invited Members to suggest exhibits for display in the safety exhibition area and to assist in selecting exhibits.

Members took note of the progress of the setup of the Centre.

#### 2.4 **Progress of the Subcommittee on Safety Training (SST)**

AaY briefed Members on the paper CIC/CSY/P/007/19 regarding the progress of the SST.

Some of the progress of the Subcommittee on SST is given as follows:

- An overall review of the training programme provided by the HKIC was conducted. The enrollment situation and course objective of the training programme were reviewed to allow a decision on suspension of some safety training courses, which are outdated, to be made.
- Currently, there 52 courses and they are divided into 3 categories

for (1) management staff and professional, (2) supervising staff and safety operation staff, and (3) technical staff and general workers.

- The entry requirement of safety officer has been raised and it is suggested to suspend the training course for assistant safety officer.
- The newly established Centre for Construction Safety will include new facilities for the confined space safety training course. The LD will also conduct a review on related training course within two months and will give guidance on it afterwards. The HKIC will revise the course contents accordingly.
- After deliberations, all members agreed that the courses on construction material riggers and lifting operation signalmen in construction sites should be combined. At the same time, the HKIC will consider running a new safety course on lifting for frontline supervisors of main contractors.

HKIC

HKIC

Members took note of the progress of the SST.

## 2.5 **Progress of the Subcommittee on Safety Technical Issues (STI)**

CnC briefed Members on the paper CIC/CSY/P/008/19 regarding the progress of the STI.

Some of the progress of the STI is given as follows:

- For sharing of good practice on works near false ceiling, an informal meeting with contractors was held on 14 June. It was suggested that more information about good practice on works near false ceiling should be collected, and a reference publication on good practice should be prepared for use by the construction industry.
- The progress of the research project, “Optimal Use of Internet of Things Technology (IoT) to Prevent Failure of Temporary Support System in Construction”, was on schedule. The research institute and Members reached consensus on the direction and methods for testing in future.

Members took note of the progress of the STI.

## 2.6 **Progress of the Subcommittee on Safety Promotion (SSP)**

RWg briefed Members on the paper CIC/CSY/P/009/19 regarding the progress of the SSP.

Some of the progress of the SSP is given as follows:

- The Construction Safety Week (CSW) 2019 was concluded and “Site Safety Gathering” will be held as a continuation activity of CSW 2019 until 2nd Quarter of 2020. Please refer to agenda item 2.11 for details.
- Based on the suggestion made by the Subcommittee, a new function for searching photos had been added to the website for CSW. The awardees could search and download photos by categories so that they could make use of the photos for promotion to their business partners.
- The contents and development phases of a new mobile App had been discussed in previous meetings. It was suggested the development should be divided into 3 phases to meet the workers’ needs. The idea of an electronic wallet is used, such that workers can keep their registration card and certificate details (e.g. green card, workers’ registration and safety training records, etc.) in their phones in electronic form. This will encourage workers to use the App more frequently in their daily work, and the CIC could then make use of this App to relay safety messages to them. The above suggestion will be discussed with other relevant CIC departments and the LD.

CIC  
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Members took note of the progress of the SSP.

## 2.7 **Progress of the Task Force on Truss-out Bamboo Scaffolds (TOB)**

The CIC Secretariat briefed Members on the paper CIC/CSY/P/010/19 regarding the progress of the TOB.

Some of the progress of the TOB is given as follows:

- The first meeting was held on 18 June. After deliberations, Members agreed on the objectives, revised terms of reference and work plan.
- It was estimated that the tasks will be completed within two years and the tasks will include: working out safety working guidelines, exploring the feasibility for reporting duty to regulatory department, exploring the feasibility for buying insurance and promoting the working safety on truss-out bamboo scaffolds to both industry stakeholders and the general public.

DP suggested completing the drafting of the safety working guidelines first and it is expected that it could be completed within one year.

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Members took note of the progress of the TOB.

**2.8 Progress of the Task Force on Reviewing the Safety Responsibilities and Roles of Key Stakeholders (TF-SRR)**

DP briefed Members on the paper CIC/CSY/P/011/19 regarding the progress of the TF-SRR.

Some of the Progress of the TF-SRR is given as follows:

- A summary of the follow-up actions on the discussion on the roles and responsibilities of Client is as follows:
  - i. Design for safety at the project design stage should be considered and a feasibility study for the implementation of design for safety should be conducted.
  - ii. The current Pay for Safety Scheme (PFSS) has been used for a long time. It is suggested that the details of the current PFSS should be reviewed to examine if the main contractor should be allowed to develop the scheme according to the project risk and the control measures.
  - iii. A letter was sent to relevant stakeholders regarding the concerns of the Reasonable Construction Period and Extension of Time (EOT) issues. The Task Force on Reasonable Construction Period under the CIC Committee on Construction Procurement was informed of the issues.
  - iv. The main contractors' serious accident records should be made transparent for use by developers as an additional indicator to measure contractors' safety performance.
- The roles and responsibilities of consultant and designer will be discussed in the next meeting.
- The Phase I report of the research study of Safety Roles and Responsibilities of Key Stakeholders in the Hong Kong Construction Industry had been completed. For the Phase I report, nine consultation sessions were held. Comments were raised on some parts of the report by Hong Kong Institute of Architect (HKIA) in one of the consultation sessions. The Chairperson indicated that a special meeting with HKIA had been arranged on 2 July.

Members took note of the progress of the TF-SRR.

**2.9 Suggestion on Additional Work for Consultancy Services for the Study of Safety Roles and Responsibilities of Key Stakeholders in the Hong Kong Construction Industry**

The CIC Secretariat briefed Members on the paper CIC/CSY/P/015/19 regarding Suggestion on Additional Work for Consultancy Services for

the Study of Safety Roles and Responsibilities of Key Stakeholders in the Hong Kong Construction Industry.

The consultant (Y Safety Klinik) had completed the Phase I of the research work in June this year and commenced the Phase II work. It is expected the Study will be completed in November 2019.

The Working Group on the Study of Safety Roles and Responsibilities of Key Stakeholders in the Hong Kong Construction Industry agreed that there are three tasks which need to be followed up upon completion of the report by the consultant, including preparing guidelines (clarification on the safety responsibilities and roles of relevant stakeholders) in accordance with the suggestions made in the report, strengthening the educational and promotional work and exploring the feasibility of implementation of Design for Safety in HK. Given the study currently conducted by the consultant has certain relations to the above tasks, which could benefit the outcome, it was suggested giving those tasks to the consultant as a variation order.

After deliberations, Members agreed with the above suggestion and approved giving the additional work to Y Safety Klinik and the amount quoted. The CIC Secretariat will follow up the contract matter.

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## **2.10 Draft Three-year Work Plan and Budget**

AaY briefed Members on the paper CIC/CSY/P/012/19 regarding the draft Three-year Work Plan and Budget.

Participants had provided the following comments for the CIC Secretariat's consideration:

- For the project "Experiential Learning on Site Safety", the CIC Chairman suggested adding a half-day safety training in future so as to deepen the training contents.
- For the project "Safety Champion Campaign", the Chairperson suggested that instead of recruiting new "safety champions", training should be provided to the existing "safety champions" to empower them as safety ambassadors to promote safety in their construction sites.

Members agreed with the proposed three-year work plan and budget proposed. The Chairperson invited Members to submit their comments to the CIC Secretariat within one week if they had other suggestions.

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[Post-meeting notes: The CIC Secretariat did not receive any comment

from Members in the week after the meeting. The above three-year work plan, additional manpower and budget had been endorsed by the Com-CSY.]

**2.11 Progress of Construction Safety Week 2019 and Related Activities**

AaY gave a presentation on the progress of the Construction Safety Week (CSW) 2019 and related activities.

Some of the progress of CSW 2019 and related activities is given as follows:

- Activities including safety conference, site visits, “Site Safety Gathering”, “Considerate Contractors Site Award Scheme”, safety video competition and “BIM Talks x Safety” seminar were held. There were about 1,000 and 500 audience participated in the safety conference and “BIM Talks x Safety” seminar respectively.
- “Site Safety Gathering” as a continuation activity of CSW 2019 until 2nd Quarter of 2020 will be held and 124 units had enrolled in total. A safety information kit would be distributed to each participating unit on 8 and 9 July. The information kit included a Virtual Reality (VR) headset, a footage of construction safety week 2019 highlights, a summary of power-point presentation from seminar speakers, and 14 sets of CIC safety videos plus a working at height safety booklet for workers and other relevant materials.

Members took note of the progress of CSW 2019 and related activities.

**2.12 Discussion on the Guidelines on Safety of Lift Shaft Works Volume 3 – Throughout the Occupation Stage of Building (Version 2)**

AaY briefed Members on the paper CIC/CSY/P/013/19 regarding the Guidelines on Safety of Lift Shaft Works Volume 3 – Throughout the Occupation Stage of Building (Version 2).

After deliberations, Members endorsed the “Guidelines on Safety of Lift Shaft Works Volume 3 – Throughout the Occupation Stage of Building (Version 2)” and it will be submitted to the Council for approval on 16 August.

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**2.13 Application for the Research Funding - Development Enhancements to A Smart Helmet**

The applicant briefed Members on their products and the application details.



Members had the following queries:

- i. accuracy of positioning and performance of the existing smart helmet;
- ii. accuracy and distance for transmitting data by telecom network, and the protection on privacy;
- iii. price and business plan, and feasibility of the proposal;
- iv. reliability of the products and the issue on maintenance and repair; and
- v. comparison with existing wrist band that had similar functions.

After deliberations, Members agreed that more information should be provided by the applicant for assessment.

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[Post-meeting notes: The CIC Secretariat had relayed Members' comments to the applicant for consideration.]

#### 2.14 **Any Other Business**

The LD briefed Members on the consultation document for the amendments to the “Guidance Notes on Continuing Professional Development Programmes for Registered Safety Officers” and invited Members to submit comments to the LD before 18 July, if any.

CIC Secretariat briefed Members on the “Safety Incentive Payment” Scheme that will be adopted in the coming HKIC’s campus uplifting project. This scheme is different from the existing Pay for Safety Scheme (PFSS) where high-risk activities will be the key focus and the payment will be based on the safety performance as well.

#### 2.15 **Next Meeting**

The next meeting will be held on 26 September 2019 (Thursday) at 2:30 pm at the Board Room, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.

There being no further business, the meeting was adjourned at 6:05pm.

**CIC Secretariat**  
**June 2019**