

Please Note: Construction Workers Registration Office only collect the application form. For enquires, Please call : 2100 9000.

Trade to be enrolled: _____ Applicant No: _____
(FOR OFFICE USE ONLY)

Construction Workers Registration Card No. : CWR Registered provisional trade expiry date: _____

Guide: Please read the notes printed overleaf carefully before completing this form. Please submit the application together with a copy of both sides of the Workers Registration Card.

(1) Applicant Particulars

English Name _____ Chinese Name _____ HKID NO. _____

Address: _____

Contact tel no.(Mobile): _____ Contact tel no.(Other): _____

(2) Training courses will normally be held on Mondays to Fridays. It may also be arranged on Saturday or Sunday. However, the waiting time may be longer. Please indicate your choice (you can choose more than one):

Mon to Fri Saturday Sunday Any day

(3) Specified training course commencement date will be arranged by Construction Industry Council, applicants will receive a written notification.

(4) Do you need our assistance to read the test paper in English? Yes No

(5) This course is conducted in Cantonese, would you like to have interpreter? No Yes, language _____

(6) Are you willing to apply for the Construction Workers Registration or update status to Registered Skilled /Semi-skilled Workers with this trade test qualification? Yes No

“Green Card” No.(Mandatory Basic Safety Training Course Certificate) (if any) _____

Issued By: _____ Expiry Date: _____ (Y) _____ (M) _____ (D)

【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. I will bear the cost of repair for any damage to machines, tools and equipment due to my negligence or willful misconduct during the course.
4. I confirm that I have clearly read all the information and instructions contained in the application form.

Please sign to acknowledge that, **【Declaration】**, **【Personal Data Collection Statement】** and **【Notes for Applicants of Specified Training Course】** overleaf have been carefully read and understood.

【Personal Data 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 “ ” 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 : _____

Date : _____

* Note: Due to large number of eligible candidates, if you re-take the course, a confirmation letter issued by CIC is needed. Without our confirmation, no candidate will be allowed to attend the course.

Please affix a copy of your HKID card here
Mark your HKID card copy with the word “COPY” at a place where personal details in the card will not be covered.

Please turn overleaf to read the information → → →

【 Notes for Applicants of Specified training course 】

- Application procedures**
1. Please complete and mail the application form with a crossed cheque or bank draft (payable to Construction Industry Council) to **Hong Kong Construction Industry Trade Testing Centre, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Hong Kong**. Or, you can submit the application to any of the Workers Registration Service Centre with cash or cheque.
 2. Construction Industry Council will send you a letter for class commencement.
 3. Candidates who want to withdraw from the tests have to submit their reasons in writing to the Hong Kong Construction Industry Trade Testing Centre at least 3 working days before the schedule test date. An administration fee amounting to 20% of the paid test fee will be charged. Special consideration will be given to candidates who request to withdraw because of prolonged injury.
 4. For inquiries on Specified Training Courses, please call 2100 9000 or visit www.cic.hk.
 5. Applicants who reach the age of 70, please call Hong Kong Construction Industry Trade Testing Centre at 2100 9000 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.

Course fee

\$ 150

Civil and Building Trades					
Bricklayer	Plumber	Bamboo Scaffolder	Glazier	Curtain Wall Installer	Paving Block Layer
Plasterer	Pipelaye	Metal Scaffolder	Prestressing Operative	Window Frame Installer	Structural Steel Erector
Tiler	Drainlayer	Metal Worker	Trackworker	Asphalter (Waterproofing)	Asphalter (Road Construction)
Mason	Leveller	General Welder	Grouting Worker	Shotcretor (Dry Mix)	Shotcretor (Wet Mix)
Concretor	Marble Worker	Asbestos Abatement Worker	Bar Bender & Fixer	Hand-dug Caisson Worker	Tunnel Worker
Painter and Decorator		Construction Plant Mechanic	Rock Breaking Driller	Rigger/Metal Formwork Erector	
Floor Layer (Timber Flooring)		Floor Layer (PVC Flooring)	Ground Investigation Operator		Concrete Repairer (Spalling Concrete)
Joiner		Carpenter (Fender)	Carpenter (Formwork-Civil Construction)	Carpenter (Formwork-Building Construction)	
Piling Operator (Bored Pile)		Piling Operator (Percussive Pile)	Demolition Worker (Building)	Demolition Worker (Unauthorized Building Works)	
Plant and Equipment Operator (Bored Pile)			Plant and Equipment Operator (Percussive Pile)		
Plant and Equipment Operator (Tunneling) – Jumbo Drilling/ Segment Erection/ Tunnel Boring Machine					
Marine Construction Plant Operator – (Derrick/ Boom-hook/ Boom-grab Bucket)					
E&M Trades					
Refrigeration/ Air-conditioning/ Ventilation Mechanic (Air System/ Control/ Unitary System/ Water System)			Thermal Insulation/ Electrical		
Electrical Wireman		Control Panel Assembler		Overhead Linesman	
Cable Joiner		Building Security System Mechanic		Communication System Mechanic	
Mechanical Fitter		Fire Service Electrical Fitter		Fire Service Mechanical Fitter	

7. If the cheque is not cashed, applicant will be asked to pay in the Hong Kong Construction Industry Trade Testing Centre before attending the class. If the applicant fails to pay before course commencement, the application will be considered unsuccessful. If the applicant has already attended the class, CIC will pursue the applicant for the course fee.

Result notification

8. Notification of result will be sent by post to the applicants within 10 working days after course completion.

Remarks

9. If the number of applicants exceeds the number of seats, workers who have registered as provisional registered skilled workers previously will be given a priority. New enrollment has priority than re-sit; The enrollment is on a first- come-first-serve basis.
10. Applicants MUST finish and pass the Specified Training Course within 3 years after getting the provisional skilled workers registration, in order to register as skilled workers.
11. Applicants who are late for the class for 30 minutes will NOT be allowed to attend the class. If the applicants can present a considerable reason, he/she will be arranged for another class for free. Otherwise, the applicants will be charged for an administration fee amounting to 20% of the paid test fee to re-arrange the course.

Please turn overleaf to complete the details → → →