



建造業議會

建造業議會

(表格修訂日期：1/7/2018)

負荷物移動機械操作員訓練課程(資歷證明測試)

查詢電話：2100 9500

- 填表須知：
1. 填表前請詳閱背頁之【報考須知】及下列之聲明；
 2. 請用中文填寫所有項目，填寫英文姓名時除外；
 3. 請√在合適的□內；
 4. 申請人資料必須與申請人香港身份證內所列的相同。

申請人編號：_____

(A) 申請負荷物移動機械操作員證明書類：(為鼓勵業內工友能擁有多項技術，如持有由本議會頒發之其他負荷物移動機械的有效牌照，是次申請課程連測試費用可獲八折優惠。)

機械種類 如為多於一個工種重新甄審 請√在相關的□內	資格證明課程連測試(新牌) (重考申請需附上成績通知書副本)			資格重新甄審(續牌) (需附上資歷證明卡副本)	
	課程連 測試費用 (HK\$)	重考筆試 (HK\$)	重考實務試 (HK\$)	續牌 (HK\$)	重考筆試 (HK\$)
<input type="checkbox"/> 1. 推土機(BUL)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700	<input type="checkbox"/> 370 (合併續牌)	<input type="checkbox"/> 150 (合併續牌)
<input type="checkbox"/> 2. 搬土機(LOA)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700		
<input type="checkbox"/> 3. 挖掘機(EXC)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700		
<input type="checkbox"/> 4. 小型/裝載搬土機(MN1)	<input type="checkbox"/> 900	<input type="checkbox"/> 110	<input type="checkbox"/> 400	<input type="checkbox"/> 210	<input type="checkbox"/> 150
<input type="checkbox"/> 5. 小型/裝載搬土機連配件 (推土機及挖掘機)(MN2)	<input type="checkbox"/> 900	<input type="checkbox"/> 110	<input type="checkbox"/> 400	<input type="checkbox"/> 210	<input type="checkbox"/> 150
<input type="checkbox"/> 6. 壓實機(RCO)	<input type="checkbox"/> 900	<input type="checkbox"/> 110	<input type="checkbox"/> 400	<input type="checkbox"/> 210	<input type="checkbox"/> 150

注意：(1) 考生若筆試及實務試兩部份均不及格，必須重新報讀課程連測試。

(2) 若是參加重新甄審的考生筆試不及格，只有一次申請重考筆試的機會，若重考不及格，考生需重新報讀課程連測試(包括筆試及實務試)合共三天。

(3) 按勞工處指引，如閣下同時持有推土機/搬土機/挖掘機的有效操作證明卡，可合併續證及延長所持證明卡的屆滿日期。

申請續牌人仕，因工作關係未能在星期一至星期五參加資歷重新甄審課程，可以書面向本議會提出申請報讀星期日特別班，並夾附說明必需於星期日上課的僱主證明及繳付特別班費用的支票供本議會審批。[請注意，輪候星期日特別班的時間會比輪候星期一至星期五班別的時間較長。]

(B) 個人資料：

姓名(中文)：_____ (英文)：_____

出生日期：_____ (日) _____ (月) _____ (年) 年齡：_____ 身份證號碼：_____ ()

電話(辦公室)：_____ (住宅)：_____ (流動)：_____

性別：_____ 地址：_____

(C) 閣下是否對閱讀中文有困難而需要本議會員工以廣東話(粵語)協助誦讀試卷題目： 需要 不需要

(D) 考生在聆聽中文(廣東話)上有困難，需要議會提供英文傳譯員出席有關之測試項目： 需要 不需要

申請人聲明

1. 本人聲明本申請表內所載一切資料，盡本人所知均屬真實無訛，並知道倘若虛報資料，申請即屬無效，且喪失其後報考本測試的資格。本人亦可能負上刑事責任。
2. 本人同意如測試申請獲接受，當遵守建造業議會之考生守則。
3. 在測試期間，如因本人疏忽或故意行為不檢而導致的任何機器、工具或設備損毀，本人願意負責賠償。如因本人疏忽而導致任何受傷或死亡、本人同意建造業議會將毋須負責。
4. 本人確認已清楚閱讀申請表內所載一切資料和背頁的報考須知。

《收集個人資料聲明》

1. 你向建造業議會或香港建造學院〔「議會或學院」〕所提供的資料，包括《個人資料〔私隱〕條例》所指的個人資料，只會用於相關議會或學院之活動。
 2. 為讓你得知最新的議會或學院活動和行業內發展情況，議會或學院將使用你的個人資料，包括你的姓名、電話號碼、郵寄和電郵地址，將有關訓練課程、測試、註冊、活動項目、議會或學院工作和建造業其他方面的最新資訊提供給你。
 3. 在未得你的事先同意起，議會或學院不會將你的個人資料轉移給任何第三方。
 4. 你必須向議會或學院提供完整的資料。如你未能提供完整的資料，議會或學院或無法處理及/或考慮你的申請。你可選擇是否同意接收上述資訊。若不同意的話，請於下列有關拒收資訊一欄之空格內加上「√」號。
 5. 你有權要求查閱及修正你的個人資料。有關申請須以書面向議會或學院提出，地址為九龍觀塘駿業街56號中海日升中心38樓。
- 本人不同意日後接收由建造業議會或香港建造學院發出有關議會或學院活動和與建造業相關的資訊。

申請人簽名：_____

(必須由申請人親自簽署)

日期：_____

姓名 _____

通訊地址 _____

姓名 _____

通訊地址 _____

工 作 證 明

- 新牌：在 2002 年 9 月前擁有推土機/搬土機/挖掘機三年或以上的工作經驗
在 2002 年 9 月前擁有小型/裝載搬土機,小型/裝載搬土機連配件(推土機及挖掘機)一年或以上的工作經驗
擁有壓實機三年或以上的工作經驗

- 續牌：現職僱主證明正操作該種機械最少 6 個工作天
在最近 1 年內有 6 個月操作該種機械之相關經驗證明
在過去 5 年內有 1 年半(1½年) 操作該種機械之相關經驗證明
需注意如非本地僱主發出的證明通常不會被接納。由香港之業內僱主/公司或「香港建造業機械操作及維修專業人員協會」發出的工作證明，均為認可的工作證明。

新牌人仕：必須提供由本地僱主/公司發出的工作證明。

- 續牌人仕：(1) 必須提供由本地僱主/公司發出工作證明；或
(2) 由「香港建造業機械操作及維修專業人員協會」發出的有關機種之操作證明；或
(3) 由民政事務總署發出的宣誓聲明作為工作證明。

機構聲明：

本機構經過審核，認同 / 證明申請人 _____ 已有 _____ 年
操作 _____ [機械種類名稱] 的經驗(詳細資歷請參閱下表)並擁有熟練的工
藝水平，本機構同意推薦申請人參加是項建造業機械操作員測試。

操作機械經驗：(請詳列操作機械經驗，若位置不足可另紙填寫)

期間	公司名稱及聯絡電話	機械型號	工作性質
由 _____ 年 _____ 月 至 _____ 年 _____ 月			
由 _____ 年 _____ 月 至 _____ 年 _____ 月			

(註：本議會會抽查申請人所遞交的資歷，如發現資歷不符合要求或虛報，本議會將取消申請人的入學資格)

現時/最近的僱主姓名
(請以正楷書上全名)

署名及機構蓋印

聯絡電話

日期

建造業工人註冊事宜

閣下是否 同意 不同意

- (i) 申請成為註冊建造業工人或
(ii) 以今次測試獲得相關操作員資格更新註冊身份為註冊熟練技工或
(iii) 只更新今次獲得的相關操作員資格。

所需費用

如持有有效的操作員資格，建造業工人註冊證，新申請及續期申請為港幣 50 元，在工人註冊證有效期內更新資料，費用全免。
工人註冊處會於申請人考試合格後聯絡申請人跟進有關註冊事宜。

負荷物移動機械操作員證明書訓練課程報考須知

- 申請人必須填妥表格上的工作證明。
- 建造業議會日後可有需要檢討及調整以上測試收費，歡迎致電查詢。
- 續牌可於證明卡屆滿日期前 6 個月至屆滿後 3 個月內申請，倘持有人在期限前申請，將不獲處理；倘持有人在期限後申請，一概當新牌處理。
- 申請人需為年滿 18 歲的香港永久居民。如申請人並非香港永久居民，請於報名時連同人民入境事務處發出之有效准許工作證明文件副本交予本議會。若申請人為輸入勞工，則須提交香港特區政府有關部門批准申請人可從事的工作詳情，以證明申請人有需要操作其報考的機械。
- 如申請人年滿 70 歲，請致電 2100 9500 向九龍灣院校查詢不同工種需提交註冊西醫的驗身報告，及索取驗身表格。
- 考生如因事申請更改測試日期，最遲須於測試前三個工作天把有關理由以書面送交九龍灣院校。
- 報名辦法 (1) 填寫申請表格，附測試費用支票或銀行本票，收款人「**建造業議會**」；
(2) 申請人必須提交香港身份證影印本。測試後影印本會按本議會的程序銷毀；
(3) 申請續牌者需附上資歷證明卡副本；如續牌人仕所持證明卡非本議會所簽發，須填寫曾獲發「負荷物移動機械操作員證明書訓練課程」的個人聲明文件，一併遞交，方能處理；
(4) 申請表連同身份證副本及支票寄：**九龍觀塘駿業街 56 號中海日升中心 38 樓**；
(5) 如申請人要求退出測試，必須於測試前不少於三個工作天把理由以書面送交本議會九龍灣院校；申請一經批核，所繳測試費在扣除 20% 行政費後將退回申請人。若因長期工傷而申請退款者，本議會將酌情處理。

CONSTRUCTION INDUSTRY COUNCIL

Loadshifting Machinery 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 ✓ in the appropriate .
 4. Personal Particulars must be consistent with that on HKID Card.

(A) **Type of Loadshifting Machinery Certification Test applied for:** (Please ✓ where applicable)

(To encourage multi skills, applicant with valid Operator Certificate of other Loadshifting Machinery issued by CIC can have 20% fee discount in this application.)

Type of Machines If apply more than 1 revalidation course, please ✓ where appropriate.	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. Bulldozer (BUL)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700	<input type="checkbox"/> 370 (combined revalidation)	<input type="checkbox"/> 150 (combined revalidation)
<input type="checkbox"/> 2. Loader (LOA)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700		
<input type="checkbox"/> 3. Excavator (EXC)	<input type="checkbox"/> 1200	<input type="checkbox"/> 110	<input type="checkbox"/> 700		
<input type="checkbox"/> 4. Mini / Skid Loader (MN1)	<input type="checkbox"/> 900	<input type="checkbox"/> 110	<input type="checkbox"/> 400	<input type="checkbox"/> 210	<input type="checkbox"/> 150
<input type="checkbox"/> 5. Mini / Skid Loader with Attachments (Bulldozer and Excavator) (MN2)	<input type="checkbox"/> 900	<input type="checkbox"/> 110	<input type="checkbox"/> 400	<input type="checkbox"/> 210	<input type="checkbox"/> 150
<input type="checkbox"/> 6. Compactor (RCO)	<input type="checkbox"/> 900	<input type="checkbox"/> 110	<input type="checkbox"/> 400	<input type="checkbox"/> 210	<input type="checkbox"/> 150

- Note:**
- (1) If the candidate failed in both written test and practical test, he/she should re-apply the 3-day certification training course and tests.
 - (2) Those candidates who failed 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).
 - (3) According to Labour Department guidelines, if you concurrently hold the certification cards for Bulldozer/Loader/Excavator, you can apply for Combined Revalidation and extend the expiry date of the cards.

Candidates who apply for revalidation test, but are unable to attend the test from Monday to Friday for job reasons, can write to our Council to request for attending special classes on Sunday. Such applicants should submit a completed application form attaching a letter signed by the applicant's employer stating the reasons for not able to attend the test from Monday to Friday, and a cheque for the special class fee, for approval by our Council. (Note: the waiting time for the special Sunday classes will be longer than the waiting time for normal Monday to Friday classes).

(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

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 "✓" 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 _____

Address _____

Name _____

Address _____

Proof of Loadshifting Machinery Working Experience

- New application : proven record of operating Bulldozer / Loader / Excavator for not less than **3** years before September 2002 ;
 proven record of operating Mini / Skid Loader, Mini / Skid Loader with Attachments(Bulldozer and Excavator) for not less than **1** year before September 2002.
 proven record of operating Compactor for not less than 3 years.
- Revalidation : proven record of operating the type of loadshifting machine which you are applying for revalidation for the last **6** consecutive working days as issued by current employer ; or
 proven record of operating the type of loadshifting machine which you are applying for revalidation for not less than **6** months within the last **12** months; or
 proven record of operating the type of loadshifting machine which you are applying for revalidation for not less than **18** months within the last **5** years.

Please be noted that proven record from non-domestic employers / companies is usually not accepted. A proven record recognized by Hong Kong employers / companies or The Hong Kong Construction Industry Professional Plant-operators and Mechanics Association can be accepted as a proof of statement.

New Application:

Applicant for certification test is required to submit a proven record of relevant operation working experience from domestic employers/companies.

Revalidation:

1. Applicant for revalidation test is required to submit a proven record of relevant operation working experience from domestic employers/companies; or
2. A proven record of the required relevant operation work experience issued by The Hong Kong Construction Industry Professional Plant-operators and Mechanics Association or
3. A statutory declaration which issued by the Hong Kong Home Affairs Department as a proof of statement.

Declaration of Organisation

We endorse/certify that the applicant _____ has _____ years of relevant working experience in operating _____ (Type of Machinery) (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 Loadshifting Machinery Operation: (Detail operation experience, use separate sheet if space is insufficient)

Year & Month		Name of Company/Employer and contact telephone number	Type of Machinery 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 does not meet our requirements or is 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 Loadshifting Machinery 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 **6** months before and within **3** months after the expiry of the certification card. Application for revalidation before the **6**-month period will not be entertained, and if after the **3**-month 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 loadshifting machineries concerned.
- Applicants who reach the age of 70, 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 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 the HKID card and the cheque to the **CIC 38/E, 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.

Please turn overleaf to fill the application form >>>>