

**Construction Industry Council**

**Construction Industry Training Board**

Meeting No. 002/13 of the Construction Industry Training Board (CITB) was held on Tuesday, 5 March 2013 at 9:30 a.m. at Conference Room, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wanchai, Hong Kong

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Summary notes of the Construction Industry Training Board (CITB) Meeting No. 002/13:

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/Progress Highlights</b>
2.1	CIC/CTB/R/001/13	<b>Confirmation of the Progress Report of the Previous Meeting</b>  Members confirmed the Progress Report of the 1 <sup>st</sup> meeting held on 19 February 2013.
2.2	CIC/CTB/R/001/13	<b>Matters arising from the last meeting</b>  Inviting members of Committee on Manpower Training and Development (CMTD) to serve as Co-opted Members at CITB — Members noted that eight former CMTD members had agreed to serve as Co-opted Members of CITB and they would sit in the CITB meeting in the meanwhile until CIC approved the relevant membership list.
2.3	CIC/CTB/P/029/13 CIC/CTB/P/030/13 CIC/CTB/P/031/13	<b>Contractor Cooperative Training Scheme (CCTS)</b>  Members approved six applications for Mandatory CCTS

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	CIC/CTB/P/032/13 CIC/CTB/P/033/13 CIC/CTB/P/034/13 CIC/CTB/P/035/13 CIC/CTB/P/036/13 (for discussion)	and two applications for Voluntary CCTS to train 24 site surveyors, 8 welders, 8 concretors, 20 crawler-mounted mobile crane operators, 20 metal formwork workers and 20 bar benders and fixers. The total subsidy involved would be \$4,252,385.10.
2.4	CIC/CTB/P/037/13 (for discussion)	<p><b>New demand for manpower and other resources subsequent to expansion of CCTS</b></p> <p>The Committee approved the proposed demand for manpower and other resources after the expansion of CCTS. However, responsibilities and job titles of individual positions would have to be slightly adjusted in accordance with the comments made by Committee members.</p>
2.5	CIC/CTB/P/038/13 (for discussion)	<p><b>Financial estimates for CCTS – E&amp;M trades and Sub-contractor Cooperative Training Scheme (SCTS)</b></p> <p>The Committee in principle agreed to subsidize trainees to be admitted to DVE course at Youth College of VTC in 2013, the CCTS – E&amp;M trades and the SCTS. However, the detailed arrangements would be subject to the subsequent financial revisions.</p>
2.6	CIC/CTB/P/039/13	<b>Contractor (Tower crane operation) Cooperative</b>

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	(for discussion)	<p><b>Training Scheme</b></p> <p>The Committee pointed out the training period of any course should be based on the actual needs. Contractor should not unreasonably request to lengthen the training period just for getting more subsidies as this not only wasted the training resources of CIC but also failed to help relieve the severe shortage of manpower of the construction industry which was in urgent need of new entrants. Thus, the management had to follow up again the contents of the captioned Contractor (Tower crane operation) Cooperative Training Scheme in accordance with the aforesaid principle.</p>
2.7	CIC/CTB/P/040/13 (for discussion)	<p><b>Contractor (Wheeled telescopic mobile crane operation) Cooperative Training Scheme</b></p> <p>The Committee accepted including the trade of wheeled telescopic mobile crane operation into CCTS and agreed to the contents and subsidy assessment mechanism of Contractor (wheeled telescopic mobile crane operation) Cooperative Training Scheme with the cost amounting to \$30,811.70 per trainee.</p>
2.8	CIC/CTB/P/041/13 (for discussion)	<p><b>Contractor Cooperative Training Scheme– E&amp;M trade (Electrical Wireman)</b></p> <p>The Committee approved the above proposal of</p>

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		cooperative training scheme, including the subsidy assessment mechanism, training contents and provision of 334 training places in 2013 as well as its related financial estimates.
2.9	CIC/CTB/P/042/13 (for discussion)	<p><b>Training resources required for the sixth phase of Enhanced Construction Manpower Training Scheme (ECMTS)</b></p> <p>The Committee accepted the above proposal of providing 1,285 training places in the sixth phase of the Scheme and the total estimated expenditure of \$15.78 million. It also agreed to the additional employment of 2 temporary supervising instructors and the required estimated costs of \$1 million.</p> <p>As the land of San Tin ST7 in Yuen Long was in the “Wetland Restoration Area”, the Committee agreed to abandon this land application. Out of the cost estimates of \$4.27 million originally approved by CIC for setting up the plot of land ST7, \$3.50 million would be re-allocated to set up the Shatin Training Ground.</p>
2.10	CIC/CTB/P/043/13 (for discussion)	<p><b>Plumbing Association Cooperative Training Scheme</b></p> <p>The Committee approved including the plumbing trade into ECMTS and accepted the training contents, subsidy</p>

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		assessment mechanism and related financial estimates of the above Scheme.
2.11	CIC/CTB/P/044/13 (for discussion)	<b>Membership list for Working Group on RMAA Manpower Research</b>  The Committee agreed to have Mr. SZE Kyran and Mr. WAN Koon-sun to serve as the Chairman and Member of the captioned Working Group respectively. Representatives from “Construction Workers Registration Authority” and “Steering Committee on Construction Industry Council Manpower Forecasting Model Updating and Enhancement Study” were to be deleted from the membership list and be replaced by representatives from the Secretariat of Construction Workers Registration Board and the Manpower Forecasting Group of CITB Secretariat to sit in the meeting.
2.12	CIC/CTB/P/045/13 (for discussion)	<b>Membership list for Working Group on Standardization of Labour Return of Construction Sites</b>  The Committee agreed to have Ir HO Ngai Leung, Albert taken up the Chairmanship of the above Working Group. The representative from “Steering Committee on Construction Industry Council Manpower Forecasting Model Updating and Enhancement Study” was to be deleted from the membership list and be replaced by a representative from the Manpower Forecasting Group of

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		CITB Secretariat to sit in the meeting.
2.13	CIC/CTB/P/046/13 (for discussion)	<b>Way Forward for Updating and Enhancement Study of Construction Industry Manpower Forecasting Model</b>  The Committee approved the backup plan as the consultant invited by single tender could not execute the captioned study, i.e. to invite one of the original developers and the primary researcher in the early stage of the study to lead CIC staff to form a manpower research team to conduct the above study. It was also agreed that the research proposal, formation of manpower research team and related financial estimates as proposed by the researcher would be submitted to Committee on Administration and Finance for consideration after seeking views of Chairman of the Advisory Sub-committee.
2.14	CIC/CTB/P/047/13 (for discussion)	<b>Proposed revisions to test paper of E&amp;M trade test – Refrigeration /Air-conditioning/ Ventilation Mechanic (Air System, Thermal System, Water System, Unitary System and Electrical Control) (Trade Test and Intermediate Trade Test)</b>  The Committee agreed to defer the discussion of the captioned paper and directed to convene another meeting of the working group. The two Members concerned would be invited to attend the meeting and give comments.

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2.15	CIC/CTB/P/048/13 (for discussion)	<b>Review report on test paper of E&amp;M trade test – Mechanical Fitter (Intermediate Trade Test and Trade Test)</b>  It was noted that the existing test paper of the above trade was found by the Working Group to be able to meet the needs of the market after a review and the content of the test paper could thus remain unchanged.
2.16	CIC/CTB/P/049/13 (for discussion)	<b>Review report on full-time courses in 2012</b>  The Committee noted that the proposed course contents of “Certificate in Building Construction Supervision” and “Certificate in Building Services Supervision” which had incorporated the views of the last Course Advisory Panels (CAPs). Comments made by these CAPs on Basic Craft courses and Adult Full-time Short courses would also be compiled for the consideration of the new-term CAPs. In addition, the Committee took note of the proposed revamp of Basic Craft courses, including re-arranging six 2-year courses to be 1-year courses and splitting two courses to become four courses, increasing the streams of Basic Craft courses from nine to eleven starting from 2013/2014 while the training period for all streams would be standardized to 270 days.
2.17	CIC/CTB/P/050/13	<b>Review report on trade tests and certification tests of</b>

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	(for discussion)	<p><b>plant operators</b></p> <p>The Committee agreed to forward the views of the last Course Advisory Panels (CAPs) on the contents of trade tests and certification tests of plant operators to the new-term CAPs for consideration.</p>
2.18	CIC/CTB/P/052/13 (for information)	<p><b>Report and recommendations on “adding simulators for training”</b></p> <p>Members noted that the proposed purchase of simulators would be implemented in stages and four simulators would be procured first, i.e. bulldozers, excavators, tower cranes and crawler-mounted tower cranes. After discussion with the Labour Department about using simulators for training in the course, the management would submit the revised course syllabus and the required resources to the Committee for consideration.</p>
2.19	CIC/CTB/P/051/13 (for discussion)	<p><b>Report on CIC staff utilization and cost of training</b></p> <p>The Committee noted the review results, including recommendations made on human resources, cost control and training cost per graduate. In the aspect of human resources, CIC could consider developing a computer system to automate and optimize the allocation and utilization of human resources and facilities, and also providing more practical experience on using machinery</p>

**CIC/CMT/P/020/13**  
**(for discussion)**

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		during training. For cost control, CIC could consider using term contract to invite tenders to buy scrap materials to maximize returns and also using lower-graded materials during the early stage of training to save costs. As regards the training cost per graduate, CIC had to conduct periodic review.