

**Construction Industry Council**

**Committee on Construction Site Safety**

Meeting No. 002/12 of Committee on Construction Site Safety (Com-CSS) was held on Wednesday, 27 June 2012 at 3:00 p.m. at Meeting Room No. 1, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wanchai, Hong Kong.

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The following items have been discussed at Com-CSS Meeting No. 002/12:

<b>Agenda Item</b>	<b>Paper</b>	<b>Major Resolutions/ Progress Highlights</b>
2.1	CIC/CSS/R/001/12	Confirmation of the Progress Report – Members of the Com-CSS confirmed the Progress Report CIC/CSS/R/001/12 of the last meeting held on 15 March 2012.
2.2	CIC/CSS/R/001/12	Matters Arising from the Previous Meeting –  <u>Agenda item 1.3:</u> The proposed list of Co-opted Members was submitted to the Council for approval on 27 April 2012. Subsequent to the approval of the Co-opted Members from the Council, appointment letters were issued on 10 May 2012.  <u>Agenda item 1.6:</u> Experience sharing sessions were arranged at the meeting of the Task Force on Site Housekeeping held on 2 May 2012. Details would be discussed under Agenda item 2.6.

		<p><u>Agenda item 1.12:</u> This item would be discussed under Agenda Item 2.11.</p> <p><u>Agenda item 1.15:</u> An informal meeting among HWC, the Chairman of Com-CSS, and most of the Task Force Chairpersons was held on 14 June 2012 to review and discuss the future action plan for the Com-CSS which would be related to the respective Task Forces.</p> <p><u>Agenda item 1.16:</u> A reply letter was issued to Mr. LEE Cheuk-yan on 4 May 2012</p>
2.3	Presentation	<p><u>Experience Sharing Session - "Logistics enabling technologies for construction industry to manage on-site people/equipment flow and safety through real-time location-based service"</u></p> <p>Professor Heng LI (Professor LI) of HKPU briefed that the new project would be carried out by the HKPU in near future. The main purpose of the research study is to provide a "third" eye for the workers to cater for blind spot areas on site. Sensors would be placed in the most hazardous zones and warning signals would be triggered to alert workers in danger before accidents occur. Some trial-runs are being implemented at a number of HKHA's construction sites.</p> <p>Professor LI expressed his team would like to solicit support from CIC with a letter (without financial commitment) for the research proposal to be submitted to the Innovation and Technology Commission (ITC). After deliberations, Com-CSS members agreed to support the research initiative and the Chairman suggested the CIC Secretariat to prepare a supporting letter according to the above discussions.</p>

		<p>[<b>Post meeting note:</b> CIC had issued a supporting letter (without financial commitment) to Professor LI of HKPU on 29 June 2012.]</p>
2.4	CIC/CSS/P/011/12	<p><u>Progress of Activities of the Task Force on Working in Hot Weather</u></p> <p>The last meeting of the Task Force was held on 24 April 2012. The HKU Research Team had been invited to present their findings and proposed revised Guidelines in the meeting and the details would be discussed under Agenda item 2.5.</p>
2.5	Presentation	<p><u>Presentation by HKU Research Team</u></p> <p>As suggested by the Chair of the Task Force on Working in Hot Weather (TF-WHW), a presentation by the HKU Research Team to Com-CSS was arranged at the meeting.</p> <p>HKU Research Team stated that based on the comments received from the Task Force meeting held on 24 April 2012, the Review Report and the proposed Guidelines had been revised. There were two major recommended measures for management of working in Hot Weather in the proposed revised Guidelines including engineering measures and threshold measures. The categories of workloads were simplified and divided into two levels, i.e. Particularly heavy work (T1) and Ordinary work (T2). The triggering point of the period of continuous working time (CWT) for the respective workload levels (thresholds) had been revised.</p> <p>Comments and enquiries were raised by the Members throughout the presentation. They included</p>

		<p>1) the scientific basis of the suggested triggering points for action plans, 2) the site management need to decide the duration of the rest break or other heat stress related action plan based on their own judgement, 3) the difficulties for the site management to manage and control the overall works programme as they were required to implement and execute the heat stress action plan as proposed in the draft Guidelines, and 4) how the site management staff differentiate ordinary works and particularly heavy works by using respective metabolic rate suggested by HKU Research Team.</p> <p>Mr CHEUNG, the Chairman of Com-CSS, summarised that both Members of the Com-CSS and the TF-WHW did not agree on the Review Report and the proposed revised Guidelines submitted by HKU. Mr CHEUNG suggested the HKU Research Team should go back to the Task Force to present their proposed revised Guidelines with sufficient scientific support and resolve the enquiries raised by Task Force Members. Agreement of the Review Report and proposed revised Guidelines at the Task Force level should be necessary before putting them forward to Com-CSS.</p> <p>Mr CHEUNG recommended a Task Group would be formed under the existing TF-WHW to work together with relevant industry stakeholders to discuss and agree on feasible solutions and implementation plans to protect workers working in the hot weather condition. To have a comprehensive view on the heat stress issues prior to determine the heat stress action plan, Mr CHEUNG expressed that both the findings from HKPU's similar research project and the results from the pilot scheme initiated by HKCA and LD should be taken into account.</p>
2.6	CIC/CSS/P/012/12	<p><u>Progress Report of Meeting No. 001/12 of the Task Force on Site Housekeeping</u></p> <p>The last meeting of the Task Force on Site Housekeeping (TF-SHK) was held on 2 May 2012. Four main contractors (i.e. Hip Hing, Yau Lee, Paul Y and Kum Shing) were invited to share their local</p>

		<p>experience in construction site housekeeping and cleanliness. They had shared a number of site housekeeping and cleanliness measures which were currently adopted with the construction sites to the Task Force members. The CIC Secretariat updated and circulated a list of site housekeeping tasks for Task Force members to prioritise and comment. Based on the prioritised list to be complied, the Task Force members might prepare some alerts on Site Housekeeping to be issued in the near future.</p>
2.7	CIC/CSS/P/013/12	<p><u>Progress of Activities of the Informal Task Force on Site Safety Incidents</u></p> <p>Subsequent to the Com-CSS meeting held on 15 March 2012, the CIC Secretariat received comments from the LD on 23 March 2012 on the draft Safety Alert on “Water Piping Layout works – Pressure Test (Road Works)”(draft Safety Alert). LD also recommended CIC to withhold the issuance of another two newly proposed safety alerts.</p> <p>The revised draft Safety Alert was circulated to HKCA, Hong Kong Plumbing &amp; Sanitary Ware Trade Association Ltd. (HKPSWTA), HKCIEGU, the CIC Training Academy and the Members of the Informal Task Force on Site Safety Incidents on 12 June 2012 for their review and comment.</p> <p>The Com-CSS Members endorsed the draft Safety Alert subject to inclusion of possible drawing(s) before issuance.</p> <p><b>[Post Meeting Note:</b> The revised safety alert (with addition of one drawing) was circulated for Members’ final review on 20 July 2012. The final version incorporated with appropriate comments received was circulated to Member on 30 July 2012 (see Annex A).]</p>

2.8	CIC/CSS/P/014/12	<p><u>Progress of Activities of the Task Force on Review of Major Construction Method Statements</u></p> <p>The last meeting of the Task Force was held on 15 June 2012. The Task Force Members identified 15 numbers of High Risk Construction Activities to be included in the future consultancy study. It was agreed that the format of the draft method statement on “Fabricating of reinforcement cages for bored piles” should be followed and adopted as sample reference by the future consultant.</p> <p>TF Members discussed and suggested that the Authorised Signatory (AS) of Registered General Building Contractors (RGBC) and Safety Officer should be included in the consultancy team as well.</p>
2.9	CIC/CSS/P/015/12	<p><u>Progress of Activities of the Task Force on Site Safety of Working of Lift Shaft</u></p> <p>(i) The Technical Seminar on “Safety of Lift Shaft Works”</p> <p>The CIC had organised a Technical Seminar for introduction of the “Guidelines on Safety of Lift Shaft Works (Volume 2 – During Lift Installation Stage until issue of Occupation Permit and Handing Over to Developer) (Volume 2 of the Guidelines)” to industry stakeholders was held on 19 March 2012. The seminar was successfully conducted with an overwhelming response of over 200 participants.</p> <p>On 29 May 2012, an internal Technical Seminar on the same topic was held by the HKHA with CIC as the supporting organisation. The internal seminar of HKHA was attended by 350 industry practitioners with audience including staff from HKHA as well as some of their contractors.</p>

		<p>In view of the overwhelming responses on these two Technical Seminars, an additional session is now being arranged and will be held on 16 July 2012.</p> <p><b>(Post Meeting Note:</b> The additional session of the Technical Seminar was held on 16 July 2012 with over 160 practitioners attended.)</p> <p>(ii) <b>Drafting of Volume 3 of the Guidelines</b> In parallel, the Task Force Members immediately commenced to review the safety situation for lift shaft works under Stage 3 - Throughout Occupation Stage (Volume 3 of the Guidelines).</p> <p>To visualise the actual safety hazards, the associated safety precautionary measures, as well as the corresponding lift contractors and the property management responsibilities in relation to the daily repair and maintenance works, four site visits had been organised for Members of the Task Force and Task Group accordingly. The site visits had included varies type of daily repair and maintenance works such as annual inspection of machine roomless lift, traditional lift, high-speed lift, geared lift and lift rope replacement. Subject to the observations of those site visits, the Task Force would continue with the drafting of Volume 3 of the Guidelines shortly.</p>
2.10	Verbal Report	<p><u>Progress of Activities of the Task Force on Safety of Repair, Maintenance, Alternations and Additions (RMAA) sites</u></p> <p>(i) Progress of distribution of Safety Banners to Operation Building Bright (OBB) Sites</p>

		<p>LD had sent out 31 no. of Banners of LD and CIC to the OBB sites. Up to April 2012, 13 no. of banners had been successfully hoisted at OBB sites.</p> <p>(ii) Progress of Task Group on Safety &amp; Health of Workers Engaging in Renovation Works on Occupied Commercial Premises (TG-RCP)</p> <p>Subsequent to the kick-off meeting of the Task Group held on 29 February 2012, two additional members from Registered Minor Works Contractor Signatory Association (RMWCSA) and Hong Kong General Building Contractors Association Ltd (HKGBCA) were recruited to join the Task Group. The next Task Group meeting would be held on 29 June 2012.</p>
2.11	Verbal Report	<p><u>Progress of Activities of the Task Force on Site Safety Training</u></p> <p>(i) Latest progress of the development of safety training courses for the construction industry A consultation letter was sent out to relevant stakeholders soliciting their views and comments on the proposed syllabi and exemption criteria. 16 numbers of companies, organisations and professional bodies had returned their comments and suggestions to CIC Training Academy. Most of the returned feedbacks were quite positive and showed their support to the proposed training courses. The informal meeting among DevB, HKHA, OSHC, LD and CIC Training Academy would be held on 6 July 2012.</p> <p>(ii) Letter to universities in Hong Kong and professional bodies to take note of Site Safety in Course Curriculum and Qualification Requirements Letters were issued to the relevant faculties of the universities in Hong Kong and the relevant professional bodies, inviting the universities to put the work safety concepts</p>

		<p>throughout the classroom and industrial training of construction courses and suggesting the professional institutions to include awareness of safety elements as one of the criteria for the professional accreditations. Most of the returned feedbacks were quite positive and showed their support to put the work safety concepts throughout the classroom and industrial training of construction courses.</p>
2.12	Presentation	<p><u>Safety Campaign 2012 – Construction Safety Week</u></p> <p>CIC Secretariat reported the Safety Campaign 2012 – Construction Safety Week, a five-day programme held from 20 to 24 May 2012.</p> <p>The key message announced throughout the Safety Week was the promotion of “Zero Accident”. The outline of activities were reported, namely the Kick-off Ceremony, Job Fair, Roving Exhibition, Summit, Conference, Site Visit, Considerate Contractors Site Award Scheme (CCSAS) 2011 Award Presentation Ceremony and Joint Declaration.</p> <p>The Chairman of Com-CSS expressed gratitude to DevB, CIC and HKCA in the successful organisation of the Safety Week. A member suggested the promotional work to frontline site workers could be further strengthened through different channels such as morning briefing sessions in construction sites, and more promotional banners could be hanged in the prominent locations at site. A review meeting would be held on 28 June 2012 by the Organising Committee.</p>
2.13	AOB	<p><u>Guidelines on Pay for Safety Scheme</u></p> <p>The Guidelines on Pay for Safety Scheme (PFSS) for the industry had been drafted by CIC</p>

		<p>Secretariat. The main objective of the Guidelines was to promulgate the principles of PFSS and its adoption to the construction industry. Details of the contractual arrangement were not intended to be mentioned in the Guidelines.</p> <p><b>(Post Meeting Note:</b> The draft Guidelines on PFSS was circulated to Com-CSS members, HKCA and REDA for their review and comment on 28 June 2012.)</p>
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