

**Construction Industry Council**  
**Committee on Construction Safety**

---

Meeting No. 002/14 of the Committee on Construction Safety was held on Monday, 30 June 2014 at 2:30pm at Meeting Room No. 1, CIC Headquarters, 15/F, Allied Kajima Building, 138 Gloucester Road, Wan Chai, Hong Kong.

Present:	CHEUNG Hau-wai	(HWC)	Chairman
	CHAN Sau-kit, Allan	(SKC)	
	CHAN Yiu-tung	(AnCN)	
	CHOW Luen-kiu	(LKC)	
	HUI Siu-wai	(SWH)	Director of Buildings
	LAI Chi-wah	(CWL <i>i</i> )	
	WONG Sze-chun	(SCW)	
	Victor KWONG	(VK)	Chairperson of Informal Task Force on Site Safety Incidents (ITF-SSI)
	LI Chi-leung	(CLL)	Chairperson of Task Force on Work Safety of Repair, Maintenance, Alterations and Additions (RMAA) Sites (TF-RMA)
	Francis WONG	(FW)	Chairperson of Task Force on Site Housekeeping (TF-SHK)
	Joel CHAN	(CSC)	Hong Kong Institute of Architects, Authorised Person (HKIA, AP)
	Steve HOWARTH	(SeH)	MTR Corporation (MTRC)
	WONG Kwok-keung	(GtT)	Hong Kong Federation of Electrical and Mechanical Contractors (HKFEMC)
	WONG Wai-man	(WMW)	Construction Site Workers General Union (CSWGU)
In Attendance :	YEUNG Wai-ming	(WMyg)	Buildings Department
	Sam LAM	(SWLm)	Development Bureau (DevB) (On Behalf of Mr. LAM Tat-ming, Terence)
	Timothy LAU	(TyL)	Hong Kong Housing Authority (HKHA) (On Behalf of Ms. Ada FUNG)

	Ray TSUI	(RaT)	Occupational Safety and Health Council (OSHC) (on behalf of Dr Winson YEUNG)
	Christopher TO	(CT)	Executive Director
	Victor WONG	(VWg)	Senior Manager (Council Services)
	Angela YUEN	(AaY)	Manager (Council Services)
	Sally LEUNG	(SYLg)	Manager (Council Services)
Apologies :	Lawrence NG	(LN)	
	PANG Yat-bond, Derrick	(DP)	
	Ada FUNG	(AF)	Chairperson of Task Force on Site Safety of Working in Lift Shaft (TF-WLS)
	LAU Chi-kin	(CKiL)	Chairperson of Task Force on Review of Major Construction Method Statements (TF-CMS)
	Charles WONG	(CWG)	Director (Training & Development), Convenor of Task Force on Site Safety Training (TF-SST)
	LAM Tat-ming, Terence	(TmL)	Development Bureau (DevB)
	CHENG Hung-leung	(HLC)	Drainage Services Department (DSD)
	William NG	(WN)	Hong Kong Federation of Insurers (HKFI)
	Winson YEUNG	(WY)	Occupational Safety and Health Council (OSHC)

## **PROGRESS REPORT**

### **Action**

#### **2.1 Confirmation of the Progress Report of the Com-CSY Meeting No. 001/14 held on 3 April 2014**

Members took note of Progress Report CIC/CSY/R/001/14 and confirmed the Progress Report of the last meeting held on 3 April 2014.

**Action**

**2.2 Matters Arising from the Previous Meeting**

Agenda item 1.2      The Near Miss Cases presentation from HKHA was presented under Agenda item 2.11.

Agenda item 1.5      Chairman of Com-CSY reported that Safety Task Forces / Week related events would be included in the Informal Task “Work Plan and Budget for 2014” and invited Force Chairpersons of all the Task Forces / Task Chairperson Groups to apply for additional funding if & CIC necessary. Secretariat

**[Post Meeting Note:** Invitation emails were sent out to all Chairpersons of the Task Forces / Task Groups on 4 July 2014 to express their needs for extra funding by 31 July 2014. No email was received from Task Forces / Task Groups Chairpersons.]

Agenda item 1.6      This item was reported under Agenda item 2.3.

Agenda item 1.7      This item was reported under Agenda item 2.4.

Agenda item 1.9      The final version of the Guidelines on the planking arrangement for providing safe working platforms on bamboo scaffolds (Guidelines) was approved at the CIC Meeting No. 002-14 held on 25 April 2014. The Guidelines was fine-tuned and formally issued on 30 May 2014.

*(SCW joined the meeting at 2:40pm)*

*(CSC joined the meeting at 2:45pm)*

**2.3 Progress of Nomination of Co-opted Members for the Com-CSY 2014-2016**

VWg briefed Members on the paper CIC/CSY/P/009/14 regarding

**Action**

Progress of Nomination of Co-opted Members for the Com-CSY 2014-2016. There are eleven Co-opted Members nominated for the Com-CSY 2014-2016. Among them, four are current Task Force Chairpersons, one is a government officer and six are nominated by relevant trade organisations / associations. Members were informed that there is no representative nominated from the Real Estate Developers Association of Hong Kong (REDA).

Members took note of the progress of Nomination of Co-opted Members for the Com-CSY 2014-2016.

**2.4 Progress of the Task Group on Application of Innovative Design to Enhance Construction Safety**

SKC was invited as the Chairperson of the Task Group and he briefed Members on the paper CIC/CSY/P/010/14 regarding Progress of the Task Group on Application of Innovative Design to Enhance Construction Safety. An informal meeting was held between the CIC Secretariat, the Chairman and LSCM representatives on 4 June 2014. The Membership List and Terms of Reference were discussed in this meeting. Also, five innovative designs (“Safety Belt Engagement Sensing System”, “Rear RFID Sensing / Alarm System for Vehicles”, “Confined Space Entrance Control System”, “Handy RFID readers for Safety Check / Record” and “Proactive Construction Management System (PCMS)”) were demonstrated by LSCM representatives at the informal meeting. After deliberations, it was agreed to discuss and set up a priority for implementing the innovative designs in the first meeting targeted in August 2014.

Members took note of the progress of the Task Group on Application of Innovative Design to Enhance Construction Safety.

*(AnCN joined the meeting at 3pm)*

**2.5 Safety Alert No. 002/14 – “Safety on Tower Working Platforms”**

VK, the Chairperson of the Informal Task Force on Site Safety Incidents (ITF-SSI) introduced the Paper CIC/CSY/P/011/14 on “Safety Alert No. 002/14 – Safety on Tower Working Platforms”.

The Safety Alert No. 002/14 was drafted owing to the recent fatal

Action

accident involving external renovation works on tower working platforms in March 2014 and to remind various parties to pay attention to the safety measures to avoid occurrence of the accident.

With the support from Electrical and Mechanical Services Department (EMSD) and input from the Chairperson of the ITF-SSI, the “Safety Alert No. 002/14 – Safety on Tower Working Platforms” was drafted. The draft Safety Alert No. 002/14 (Chinese version) was sent to EMSD for comment via email in mid May 2014. The draft Safety Alert No. 002/14 (bilingual version) was sent to EMSD and the Informal Task Force Members for comment via email in early June 2014. Some comments were received from EMSD and the Informal Task Force Members. After consultation with the Chairperson of the Informal Task Force, the Safety Alert No. 002/14 was revised with incorporation of appropriate comments received and submitted to Com-CSY Meeting No. 002-14 for endorsement.

After deliberations, Members of the Com-CSY suggested to collect more views from the tower working platform operators and relevant contractors as the suggested mandatory requirement on the use of safety belts attached to suitable independent lifelines is not specified in the current Code of Practice (issued by EMSD) and more consultations were suggested. In addition, some minor comments received in the meeting.

VK & CIC  
Secretariat

**[Post Meeting Note:** Subsequent to the Com-CSY Meeting No. 002-14 held on 30 June 2014, a meeting was held among representatives from Government Departments (EMSD and Labour Department (LD)) and relevant industry stakeholders on 21 July 2014. Discussions and views were shared among various parties in the meeting. However, no conclusion could be made in the meeting. The concern from the industry stakeholders and standpoint from Government Departments were noted.

A discussion was made between the Chairman of Com-CSY and Chairperson of the ITF-SSI after the meeting. Since no conclusion could be reached at the meeting, it was agreed to withhold the issuance of the captioned Safety Alert for some time first.

In the meantime, through the connection of the ITF-SSI Chairperson, more professional views and advice from overseas expertise regarding the adoption of safety belts attached to suitable independent lifelines were collecting. Any update information would be sent out for review and re-visit (if there is anything received) later on.]

**Action**

**2.6 Progress of the Task Force on Site Safety of Working in Lift Shaft**

AaY briefed Members on the paper CIC/CSY/P/012/14 regarding “Progress of Activities of the Task Force on Site Safety of Working in Lift Shaft”.

After the publication of the Guidelines on Safety of Lift Shaft Works (Volume 3 – Throughout Occupation Stage) (the Guidelines) published on 5 November 2013, CIC organised a Technical Seminar on Safety of Lift Shaft Works on 12 February 2014 as a briefing session on the Guidelines. Besides, Chairperson of the Task Force and other members of the Task Force have proactively attended and delivered presentation to promote the set of Lift Shaft Guidelines (including Volumes 1, 2 and 3). Around 2,000 delegates will / have attended seminar or conference in relation to the Lift Shaft Guidelines.

A meeting was held on 4 April 2014 to discuss the way forward and future plans for the Task Force / Task Group. The key issues were summarised as below:

- Further Promotion of Lift Shaft Guidelines with other Government Departments;
- Prepare some simplified promotional Leaflet for Management Companies and Lift Owners;
- Explore possibility to draft a Guidelines related to jump lift;
- Explore possibility to enhance safety during the design stage;
- Review existing Lift Shaft Guidelines Volumes No. 1, 2 and 3

Members took note of the progress of Activities of the Task Force on Site Safety of Working in Lift Shaft.

*(RaT joined the meeting at 3:10pm)*

**2.7 Progress of Administration Charges for Reporting of Site Accidents**

AaY briefed Members on the paper CIC/CSY/P/013/14 regarding “Progress of Administration Charges for Reporting of Site Accidents”. A SMS message was broadcasted to the “Safety Pal” on 6 January 2014. Also, The CIC and LD have worked together to design a poster to further promote the requirements of reporting of site accidents. An A2 size poster on “Five Steps for Employees’

**Action**

Compensation Claims” was produced and distributed to some 300 major construction companies through Hong Kong Construction Association (HKCA) in April 2014. To step up the publicity, a A5 size promotional leaflet (based on the design of the said poster) was produced in June 2014 and would be distributed among CIC and the major construction companies.

Besides, the CIC planned to conduct a survey to find out the existing situation on how principal contractors are imposing administration charges on subcontractors for reporting accidents and processing Employees Compensation claims, as well as identifying the best practices adopted by the industry.

The CIC commissioned a consultancy study for this purpose. The consultant “Mercado Solutions Associates Ltd.” was engaged in March 2014 and the kick-off meeting was held on 16 April 2014 to discuss on the survey design. Two sets of survey design targeting at principal contractors and sub-contractors, as well as workers, respectively, were drafted. The survey design was sent to LD for comments. Another meeting was held on 12 June 2014 to discuss and revise the survey design. The survey would target to be commenced in August 2014.

Members welcomed the consultancy study and survey design and took note of the progress of activities related to administration charges for reporting of site accidents.

## **2.8 Report on Construction Safety Week 2014**

AaY reported the Safety Campaign 2014 – Construction Safety Week held from 26 to 29 May 2014 with a power point presentation. The Construction Safety Week 2014 (CSW 2014) were jointly organised by CIC and DEVB, with more than 40 no. of organizations, covering a wide spectrum of the construction industry. The main theme for CSW 2014 is “Construction Workers’ Health and Safety Leadership”.

The outline of activities included “Pre-CSW 2014 Activities” and “CSW 2014 Activities”. The ‘Pre-CSW 2014 Activities’ included Construction Safety Promotional Video, Construction Safety Brainstorming Workshop, Qigong ‘Train-the-Trainer’ Sessions, Safety Pal, Zero Accident Ambassador Award and Innovative Safety Initiative Award 2014. The “CSW 2014 Activities” were reported, namely the Zero Accident Flag Presentation Ceremony, Construction Safety Week Conference, Construction Safety Week Site Visit and

**Action**

20th Construction Safety Week Considerate Contractors Site Award Scheme (CCSAS) 2013 Award Presentation Ceremony.

The CSW2014 attracted overwhelming responses and wide spectrum of media coverage with positive feedback from both the industry and the general public. The Chairman of the Com-CSY expressed gratitude to DEVB and CIC in the successful organisation of the CSW 2014.

The way forward were also presented, which would include to strengthen the network by engaging and collaborating with stakeholders to support the initiatives; to reinforce and sustain the momentum of workers and other industry stakeholders in their safety commitment after the Construction Safety Week and to continue promoting and reinforcing the “Workers’ Health and Safety Leadership” message to the stakeholders in the construction industry.

**2.9 Experience Sharing on Benchmarking Study on Infrastructure Projects Safety in Korea**

HWC, VK, LKC and SYLg represented CIC in attending a Benchmarking Study on Infrastructure Projects Safety in Korea from 17-21 March 2014. SYLg shared the experience on the Benchmarking Study Visit while HWC shared some food for thought after the Benchmarking Study Visit to the Com-CSY Members with a power point presentation.

SYLg gave an introduction on Korea Occupational Safety and Health Agency (KOSHA) and an overview of the Occupational Safety & Health (OSH) Management System of Korea and KOSHA 18001. Site visits to Seokdong-Sosa Road Construction (Ulsan), Ulsan Harbour Bridge (Ulsan), Training Centre (Samsung) (Seoul) and Safety Innovation School (GS E&C) (Seoul) were briefed.

HWC shared some food for thought in the meeting, such as Integrated Management, Safety Leadership and Safety Control.

Members of Com-CSY appreciated the presentation and admired the Safety Innovation School in Korea. Some Members suggested it may be a good time for the Hong Kong construction industry to consider adopting Construction Accident Simulation Experience in the safety training. RaT shared the risk assessment findings in OSHC. After deliberations, it was agreed to further explore on the captioned.



**Action**

(SWH left the meeting at 4:45pm)

(SCW left the meeting at 4:45pm)

**2.10 Experience Sharing on 2013 Taipei International Forum on Occupational Safety & Health**

The Taipei City Labor Inspection Office (TCLIO) initiated the 2013 Taipei International Forum on Occupational Safety & Health and sent an invitation to LKC to attend the forum and gave a presentation on 12th September 2013 earlier on. LKC accepted the invitation and attended the 2013 Taipei International Forum on Occupational Safety & Health in Taipei from 12-14 September 2013 with SYLg and Mr. NG Kwok-kwan.

In the Com-CSY Meeting No. 002-14, SYLg shared the experience on the International Forum and LKC supplemented the findings with a power point presentation.

National and international experts and professionals in occupational safety and health aspects from Hong Kong, London, Tokyo, Sidney, Singapore, Taipei City and Kaohsiung presented in the forum. LKC gave a presentation on "The Role in Construction Safety Promotion (Part 2) - Construction Industry Council" on 12th September 2013. During the stay in Taipei, the TCLIO arranged the following events:

- An exchange visit to National Federation of Chinese Construction Workers' Union (morning of 13<sup>th</sup> September 2013);
- A field visit to the Yihwa International Hotel and Condominium construction (morning of 14<sup>th</sup> September 2013); and
- An exchange session with the Taipei City Government, Mayor HAU Lung-bin (morning of 14<sup>th</sup> September 2013)

Some good practices in Taipei were shared in the presentation, such as the "Safe Construction Projects Online Map", "Occupational Accident Online Map", "Campus and Community Education", "On Site Tablet PC Ticketing" and "Inspection for Outdoor Thermal Hazard".

*(AnCN left the meeting at 5pm)*

**2.11 Experience Sharing on Near Miss Cases**

TyL gave an Experience Sharing presentation on the following Near Miss Cases for HKHA Sites (from August 2012 to June 2014):

**Action**

- Falling objects from vehicles
- Falling objects from height
- Collapse of chain link fence
- Struck by moving vehicle
- Struck by lifting gear
- Damage to utilities

**2.12 Any Other Business**

SeH introduced a pair of impact resistant gloves used in MTR sites to Members of Com-CSY as the forthcoming promotional campaign for prevention of hand / finger injury on site.

**2.13 Next Meeting**

10 September 2014 (Wednesday) at 2:30 pm at Meeting Room No. 1, CIC Headquarters.

There being no further business, the meeting adjourned at 5:30 pm.

**CIC Secretariat**  
**July 2014**