

Construction Industry Council

Construction Industry Training Board

Meeting No. 003/24 of Construction Industry Training Board (CITB) was held on 8 May 2024 (Wednesday) at 9:30 am at the Star Chamber, 4/F, Kowloon Bay Campus, Hong Kong Institute of Construction, 44 Tai Yip Street, Kowloon Bay, Hong Kong.

Present:	Eddie LAM	(ELM)	Chairperson
	CHAN Lok-chai	(CLCn)	
	CHOW Luen-kiu	(LKC)	
	HUANG Yongquan	(YQH)	
	LO LEE Oi-lin	(OLLL)	
	William LUK	(WmL)	
	Lawrence NG	(LN)	
	WONG Ping	(PWG)	
	Daniel YAN*	(DY)	
	Pamela LAM	(DS1)	
	LEE Tat-hung	(THL)	(Representing NG Ho-wang, Labour Department)
In Attendance:	Alfred CHAN	(AdCn)	Development Bureau
	Keith CHU*	(KCu)	Development Bureau
	Ringo SHEA	(RSh)	Hong Kong Federation of Electrical and Mechanical Contractors Limited
	Albert CHENG	(CTN)	Executive Director
	Morgan YANG	(MYW W)	Director – Hong Kong Institute of Construction
	Charles HO	(CHLC)	Assistant Director – Training
	Rebecca CHOI	(RaC)	Assistant Director – Qualification & Quality Control
	William HO	(YHH)	Head of Certificate Training
	William THONG	(WTg)	Head of Diploma & Machinery Training
	Ivan KO	(IK)	Senior Manager – Trade Testing
	Priscilla TAM	(PTm)	Senior Manager – Student Affairs
	Chris LAU*	(CsLu)	General Manager – Finance & Procurement
	Jonas YIM	(JoY)	Senior Manager - Safety Training & Culture Development
	Jerry KWOK	(JyK)	Senior Manager – Curriculum Development & Quality Assurance
	Ron NG*	(RNCw)	Principal – School of Professional Development in Construction (Acting)

Patrick LIN*	(PLN)	Deputy Principal – Kwai Chun Campus
Carmen LIU	(KML)	Manager – Management Support
May LEUNG	(MyL)	Manager – Board Services & Administration Support
Sarah CHOW*	(SCw)	Manager – Curriculum Development & Quality Assurance
Shiron CHAN*	(SHCn)	Assistant Manager - Central Office
Karol CHEUNG*	(KIC)	Assistant Manager – Management Support
Leo HUI*	(HLH)	Assistant Manager – Management Support
Formula CHEN	(FMC)	Assistant Manager – Board Services & Administration Support

Apologies: Bernard Vincent (BVL)
LIM
Staw WONG (SwW)

* Attended the meeting via video conference.

Minutes

Action

3.1 Chairperson's Welcoming Remarks and Confirmation of the Minutes of the Previous Meeting

The Chairperson welcomed MYWW, the new Director of the Hong Kong Institute of Construction (HKIC), who joined the meeting for the first time.

JoY explained the "Safety Moment" session to Members on the proper emergency evacuation routes that could be used in case of fire or emergency and reminded Members to pay attention to safety.

Members took note of Paper CIC/CTB/M/002/24, and confirmed the minutes of meeting No. 002/24 held on 6 March 2024.

3.2 Matters Arising from the Previous Meeting

Item 2.2 (Item 1.2 and 6.6) – Part-Time Diploma in Construction for Specialist Trades Management (Site Supervisory Personnel Programme)

Members noted that the Programme and Quality Committee (PQC) had approved the composition and appointment arrangement of the Professional Diploma in Construction for Specialist Trades Working Group (the Working Group) in April 2024, which was chaired by WmL and had held its first meeting in early May. WmL said that members of the Working Group needed time to understand the content of the programme and provide suggestion. The Chairperson looked forward to developing a roadmap for the Site Supervisory Personnel Programme as soon as possible. The Executive Director hoped that a new Site Supervisory Personnel Programme could be launched in September 2024.

RaC

Item 2.2 (Item 1.6) – Work Report of Hong Kong Institute of Construction Management Board for the 2022/23 Academic Year

Training for Instructors

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Safety Training Department would organise training for all HKIC instructors by the 3rd quarter of 2024. The training would focus on serious accidents in the construction industry over the past year and areas that needed attention, so as to further strengthen the safety awareness of the instructors.

Monitoring Mechanism for Machinery and Crane Operators

Members noted that the Construction Industry Council (CIC) was discussing with the industry on the establishment of “Frontline Site Personnel Safety Performance Recording Platform” to record whether workers had breached the safety regulations, covering both workers and frontline management staff, so as to enhance the safety awareness of workers. Specific details still needed to be consulted with the industry and different stakeholders.

The Chairperson believed that an independent monitoring mechanism should be set up for Machinery and Crane Operators, and those operators should be made aware of the consequences of breaching the regulations. The Executive Director agreed with the Chairperson's suggestion and stated that CIC was authorized by the Labour Department (LD) to conduct tests and issue certificates of qualifications for Loadshifting Machinery Operators. However, it was necessary to clarify whether CIC had the power to revoke the qualifications of Machinery and Crane Operators. LD representative responded that according to the law, CIC had the discretion to decide on the issuance and revocation of certificates of the qualifications. LD would discuss with the management after the meeting.

**IK &
WTg**

The Chairperson pointed out that some Mainland cross-border truck drivers needed to transport goods into the construction site. They needed to obtain a “Mandatory Basic Safety Training Courses (Construction Work)” (Green Card) to enter the construction site, or else they could only stay in the truck. As the Mainland cross-border truck drivers were not eligible to apply for the Green Card, the aforesaid arrangement could not meet the practical needs. LD representative pointed out that the law only required those employed at construction sites to obtain a green card beforehand, whereas the entry visas for Mainland cross-

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boundary truck drivers, including the scope of work they could take up after entering Hong Kong, were issued by the Immigration Department. LD agreed that it should enhance the understanding of Mainland cross-boundary truck drivers on safety knowledge at construction sites in Hong Kong. LD was currently arranging for the Occupational Safety and Health Council to design and organise a relevant course for Mainland cross-boundary truck drivers to enroll, which was expected to be launched in June 2024.

The Chairperson enquired that if a construction site purchased machinery which was not represented by a Hong Kong agent and the overseas persons of the agent needed to enter the construction site to provide training on the operation, demonstration or inspection and maintenance of the relevant machinery, whether they would be able to enter the construction site without a green card. He continued that similar situations also occurred when overseas persons were engaged to conduct site inspections for design work of projects. He hopes that the Development Bureau (DEVB) could help to provide guidance to contractors. DEVB representative said that DEVB would work with relevant departments to understand the situation.

[Post-meeting Notes: DEVB had learned from the Immigration Department that currently contractors could handle the situation through various immigration measures, including “Immigration Facilitation Scheme for Visitors Participating in Short-term Activities in Designated Sectors” (in respect of public works projects and specified short-term activities) and various talent admission schemes, such as the “General Employment Policy” and the “Admission Scheme for Mainland Talents and Professionals”. If the relevant work involved construction-related work on a construction site, a green card was generally required.]

Incorporate Relevant Safety Measures into Craft Programmes

HKIC had added relevant training to the work trade programmes that required scaffolding work, including the knowledge of strict check point system and dynamic risk assessment. The Chief Technical Superintendent would compile relevant training

content.

Item 2.2 (Item 1.16) – Management Report of The Hong Kong Construction Industry Trade Testing Centre (HKCITTC) (1 January to 31 December 2023)

Regarding the charging arrangement for preparatory classes for skilled workers held by training organisations, HKCITTC was currently preparing and reviewing the charging mechanism for preparatory classes and would submit it to the Sub-committee on Trade Testing for discussion.

Item 2.5 – Summary Report of the 4th Meeting of Sub-committee on Ethnic Minorities in Construction for 2023

YHH reported that the numbers of registered EM general workers, registered EM semi-skilled workers and registered EM skilled workers as of March 2024 were about 14,000, 3,200 and 4,500 respectively. The Daily Attendance Records (DAR) of EM registered general workers was about 47%, and that of EM registered semi-skilled workers and EM registered skilled workers was about 78%. Ethnic minority workers were mainly engaged in scaffolding, concrete, and metal formwork work. More Nepalese, Pakistani and Indian joined the construction industry. The Chairperson said that the total number of other ethnic minorities engaged in the construction industry was higher than the total of the above three mentioned races, and hoped that CIC could provide data on the classification of other ethnic minorities.

YHH

Item 2.10 – Table on Waiting Time and Data for Trade Tests

HKCITTC was discussing with Information Technology & Big Data Department on how to collect data on those who had passed the intermediate trade test and trade test to register as intermediate-skilled workers and skilled workers. ED advised that the trade test data and the worker registration data were two separate databases and the Information Technology & Big Data Department could match the relevant trade test data with the DAR data. The Chairperson advised that if the matching work was not complicated, the management should circulate the relevant

IK

information to Members before the next meeting.

3.3 Work Report of Smart Site Safety System Programme Development Group and Suggestions on Way Forward (for approval)

Members took note of Paper CIC/CTB/P/023/24 and approved the dissolution of the Programme Development Group upon the expiry of term of office of the Members on 30 June 2024. The two programmes could be handed over to the Safety Training Programme Team for monitoring and reviewing in accordance with the existing Quality Assurance Mechanism of HKIC in the future, and reported to the PQC.

The Chairperson said that the enrollment figures of relevant Smart Site Safety System Programmes showed a lack of interest, and asked whether there was still room to promote the programmes. RaC responded that the programmes were mainly targeted at small and medium-sized enterprises (SMEs) and publicity would be stepped up for SMEs. A Member enquired about the total number of companies whose staff had enrolled in the relevant programmes. RaC responded that the relevant programmes were not conducted in a commissioned class format, and the students came from different companies. The Chairperson said that SMEs were mainly responsible for private works and the response was slow. With the widespread use of the Smart Site Safety System in public works projects, it was expected that more people would enroll in the programmes.

3.4 ★Summary Report of the 1st Meeting of Hong Kong Institute of Construction Management Board for 2024 (for information)

Members took note of Paper *CIC/CTB/P/024/24*. The Executive Director reminded that HKIC should include HKCITTC in the monthly safety inspections. MYWW responded that HKCITTC had already included in the safety inspections.

The Executive Director added that the development of the STEAM Portal was originally handled by Corporate Communications Department of CIC. However, it included the development of a construction-based STEAM curriculum for primary and secondary school students, and it was believed that HKIC would have a better grasp of the course content. Therefore,

the development of the STEAM Portal would be handed over to HKIC.

The Chairperson asked when HKIC achievement report would be published. PTm responded that it would be published at the end of June 2024 and the first draft would be submitted to members of Hong Kong Institute of Construction Management Board at a later stage.

3.5 ★Summary Report of the 1st Meeting of Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes for 2024 (for information)

Members took note of Paper *CIC/CTB/P/025/24* with no further comments.

3.6 ★ Summary Report of the 1st Meeting of Sub-committee on Ethnic Minorities in Construction for 2024 (for information)

Members took note of Paper *CIC/CTB/P/026/24*. YHH supplemented that Student Recruitment Department (SR) had invited the Key Opinion Leader (KOL) Mr. Khan Jahangir to promote HKIC's programmes to Ethnic Minorities. After Mr. Khan Jahangir posted the promotion on his social media platforms, the response was satisfactory. The Chairperson suggested that in addition to Mr. Khan Jahangir, they could also consider finding other KOLs from different ethnicities to promote HKIC's programmes.

PTm

3.7 ★Training Figures of Hong Kong Institute of Construction (for information)

Members took note of Paper *CIC/CTB/P/027/24*. The Chairperson appreciated HKIC's efforts to significantly increase the number of training places, but pointed out that the enrolment of work trades with an acute manpower shortage was not satisfactory and HKIC needed to focus its work on the trades with manpower shortage.

A Member inquired that if the training places of training organisations were used up, but they could provide training for work trades with an acute manpower shortage, whether the quota

could be reallocated to the relevant organisations. RaC stated that the training organisations had been consulted on the trades for which they could provide training when allocating the training places. The training organisations could submit the training proposal if they planned to change their workshops to provide training for other trades. HKIC would examine the applications in accordance with the mechanism. The Sub-committee on Construction Industry Council Approved Technical Talents Training Programmes and Collaborative Training Schemes would review and discuss the allocation of training places of the collaborative training schemes at its meeting in May 2024.

3.8 ★Table on Estimated Waiting Time for Full-time Short Programmes with Proposed Actions for Enhancement (for information)

Members took note of Paper *CIC/CTB/P/028/24*. The Chairperson asked whether there was room to shorten the waiting time for programmes. YHH responded that HKIC would continue its efforts to optimize the use of resources and make strategic adjustments of classes, such as adding the number of part-time evening programmes, and reducing a full-time short programme to add more classes for skills enhancement programmes, so as to increase training places.

3.9 ★Statistical Data of Construction Industry Council Approved Technical Talents Training Programmes (for information)

Members took note of Paper *CIC/CTB/P/029/24* with no further comments.

3.10 ★Statistical Data of Advanced Construction Manpower Training Scheme – Pilot Scheme (for information)

Members took note of Paper *CIC/CTB/P/030/24* with no further comments.

3.11 ★Table on Waiting Time and Data for Trade Tests (for information)

Members took note of Paper *CIC/CTB/P/031/24* with no further comments.

3.12 ★Table on Waiting Time for Plant and Machinery Operation Certification Courses cum Tests (for information)

Members took note of Paper *CIC/CTB/P/032/24* with no further comments.

3.13 Any Other Business

Progress Report on KPI

Members noted the progress of KPIs for HKIC and TTC. The Chairperson was concerned about the progress of the ventilation system project in welding workshop. MYWW said that the project was divided into two parts. The first part was to ensure that the air quality in the workshop met the standard, which had been completed. The second part was to optimize the ventilation system of the workshop, which was expected to be completed by the end of 2024.

The Chairperson asked about the progress of “Center for Future Construction”. WTg responded that the relevant project would commence at the end of May 2024 and was expected to be completed by the end of 2024.

The Chairperson stated that the WorldSkills Competition would be held in September 2024 and enquired why the target completion date was December 2024. RaC responded that there would be post-event promotions after the competition, and it was hoped to identify the contestants for the next competition earlier. The Chairperson said that consideration could be given to setting a separate KPI for the next competition.

In response to the Chairman's inquiry on whether the qualification of Programme Area Accreditation (PAA) for QF Level 3 could be obtained in December 2024, RaC said that the application documents would be submitted in December 2024 and the result was expected to be known in the first quarter of 2025.

Audit Report of HKIC Inventory

Members noted that the CIC had engaged Ernst & Young

Advisory Services Limited (EY) in November 2023 to conduct audit for HKIC inventory management. EY had summarised and recommended 4 areas for enhancement. The management had completed most of the enhancement works and the remaining enhancement works would be completed by the third quarter of 2024.

Updates on the Membership of Sub-committees under CITB

Members noted that the term of office of some members of the sub-committees under CITB would end on 30 June 2024. The Secretariat was currently inviting nominations from relevant organisations and updating the membership, and would submit a paper to CITB for approval via circulation in June 2024.

Vote of Thanks to Outgoing Members

On behalf of CITB, the Chairperson expressed gratitude to the Members PWG, BVL, LN who would retire with effective from 1 July 2024 and Ir FUNG Kwok-keung, Conrad who resigned on 21 February 2024 for their support to the work of CITB.

“Craftsman Spirit” Sharing Session

Mr. Charles HO invited Members to attend “Craftsman Spirit” Sharing Session on 21 May 2024. The guest speaker was the Great Country’s Craftsman Ir LU Jianxin.

3.14 Tentative Date of Next Meeting No. 004/24

The next meeting was scheduled for 3 July 2024 (Wednesday) at 9:30am at the Star Chamber, 4/F, Kowloon Bay Campus, Hong Kong Institute of Construction, 44 Tai Yip Street, Kowloon Bay, Hong Kong.