

**Construction Industry Council**

**Construction Industry Training Board**

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Meeting No. 004/24 of Construction Industry Training Board (CITB) was held on 3 July 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)	
	Franki CHAN*	(FiC)	
	CHOW Luen-kiu	(LKC)	
	HUANG Yongquan	(YQH)	
	Benny LEE	(BLCM)	
	LO LEE Oi-lin	(OLLL)	
	William LUK	(WmL)	
	TSE Wang-yu	(TWY)	
	Staw WONG*	(SwW)	
	Rex WONG*	(RWg)	
	Daniel YAN*	(DY)	
	Pamela LAM	(DS1)	
	NG Ho-wang	(VNg)	
In Attendance:	Keith CHU	(KCu)	Development Bureau
	Ringo SHEA	(RSh)	Hong Kong Federation of Electrical and Mechanical Contractors Limited
	Thomas HO	(TH)	Chairman, Construction Industry Council
	Albert CHENG	(CTN)	Executive Director
	Morgan YANG	(MYWW)	Director – Hong Kong Institute of Construction
	Charles HO	(CHLC)	Assistant Director – Training
	Rebecca CHOI	(RaC)	Assistant Director – Qualification & Quality Control
	Chris LAU*	(CsLu)	General Manager – Finance & Procurement
	William HO	(YHH)	Head of Certificate Training
	William THONG	(WTg)	Head of Diploma & Machinery Training
	George AU*	(GAWY)	Principal – Kwai Chung Campus
	Ivan KO	(IK)	Senior Manager – Trade Testing
	Priscilla TAM	(PTm)	Senior Manager – Student Affairs
	Jonas YIM	(JoY)	Senior Manager – Safety Training & Culture Development
	Ron NG*	(RNCw)	Principal – School of Professional

Roy WONG*	(RyW)	Development in Construction (Acting) Manager – Collaboration Scheme
Carmen LIU	(KML)	Manager – Management Support
May LEUNG	(MyL)	Manager – Board Services & Administration Support
Alice LAI*	(AeLi)	Manager – Curriculum Development & Quality Assurance
Karol CHEUNG*	(KlC)	Assistant Manager – Management Support
Leo HUI*	(HLH)	Assistant Manager – Management Support
Formula CHEN	(FMC)	Assistant Manager – Board Services & Administration Support
Tim HUNG*	(THCY)	Graduate Trainee
Caroline BAI*	(CBPR)	Graduate Trainee

\* Attended the meeting via video conference.

**Minutes**

**Action**

**4.1 The Chairperson’s Welcoming Remarks and Confirmation of the Minutes of the Previous Meeting**

The Chairperson welcomed the new Members to the meeting and introduced them.

JoY briefed Members on the Safety Moment session. He introduced the types of fire extinguishers for combating different kinds of fire and the tips for using fire extinguishers in case of fire.

Members took note of Paper CIC/CTB/M/003/24, and confirmed the minutes of meeting No. 003/24 held on 8 May 2024.

**4.2 Matters Arising from the Previous Meeting**

Item 3.2 (Item 2.2, 1.2 and 6.6) – Part-time Diploma in Construction Specialist Trades Management (“Site Supervisory Personnel Programme”)

Regarding the roadmap and class commencement for the Site Supervisory Personnel Programme, Members noted that the Management had collected suggestions on the curriculum from Members in the form of questionnaires following the first meeting of Diploma in Construction Specialist Trades Management Working Group (“Working Group”). A proposal on curriculum enhancement was now being formulated in the light of Members' views. Once the draft was confirmed, the curriculum would be revised in accordance with the existing Quality Assurance Mechanism.

The Chairperson enquired the progress of class commencement for the Site Supervisory Personnel Programme. RaC responded that since the response rate for the first round of consultation from the Working Group was relatively low, a second round of consultation had been conducted. The first draft of enhancement proposal was currently available. The second meeting of the Working Group had been scheduled in July 2024. With the confirmation of the proposal by the Working Group and the internal procedures of Hong Kong Institute of Construction

(HKIC), HKIC would launch the enhanced programmes for the nine existing work trades starting from September 2024. Following the second meeting of the Working Group, the Management would circulate the progress report to CITB for information.

**RaC**

Item 3.2 (Item 2.2 and 1.6) – Monitoring Mechanism for Machinery and Crane Operators

Regarding whether CIC had the discretion to issue and revoke certificate of qualifications, the Management was consulting legal advice, with evaluations to be made afterwards. The CIC Chairman asked the Management to seek legal advice as soon as possible.

(Post-meeting note: According to the legal advice, the CIC had no right to revoke any certificate of qualifications that had already been issued.)

Item 3.2 (Item 2.5) – Summary Report of the 4th Meeting of Subcommittee on Ethnic Minorities in Construction for 2023

Members took note of the data on the ethnicity of registered Ethnic Minority (EM) workers as of March 2024. Some workers' ethnicity could not be identified because they did not declare. The Chairperson stated that such data could help promote the construction industry among different ethnic groups, and asked the Workers Registration Department (WR) to consider making it compulsory for workers to declare their ethnicity at registration.

(After the meeting, the Secretariat had conveyed the comments of CITB to WR to consider making it compulsory for workers to declare their ethnicity at registration.)

Item 3.2 (Item 2.10) – Table on Waiting Time and Data for Trade Tests

The Secretariat circulated the data on those who had passed the intermediate trade tests and trade tests to register as semi-skilled workers and skilled workers to Members for information on 25 June 2024.

Item 3.6 – Summary Report of the 1st Meeting of Sub-committee on Ethnic Minorities in Construction for 2024

Regarding the engagement of Key Opinion Leaders (KOL) of different ethnicities to promote HKIC programmes, the Student Recruitment Department (SR) had contacted KOLs with relatively more followers, such as Mr. Jason Bootwal and Mr. Gordon Lau. However, there was no reply. SR would keep trying. The Chairperson hoped that the new Chairperson of EM Sub-committee could help invite KOLs of different ethnicities to help promote HKIC programmes.

#### **4.3 The Way Forward of 3-year Strategic Plan and Preliminary Recommendations for 2025 Business Plan (for information)**

Members took note of Paper CIC/CTB/P/034/24, and noted that HKIC and Hong Kong Construction Industry Trade Testing Centre (HKCITTC) had substantially completed the 3-Year Strategic Plan for the period from 1 July 2021 to 30 June 2024. The Executive Director invited Members to offer suggestions on the future 3-year strategic development of the HKIC and HKCITTC, such as the future positioning of HKIC, training priorities and types of talents to be trained. The four major areas for the future development of CIC were: 1. Safety; 2. Manpower Development; 3. Productivity Improvement; and 4. Sustainable Development.

A Member expressed that talents with technical background were highly sought-after across the industries. Therefore, HKIC must collaborate with the industry to drive digitalization and construction technology development, and enhance training for frontline personnel and middle management. As HKIC programmes had already covered elements like Building Information Modelling (BIM) and Modular Integrated Construction (MiC), it was proposed to explore the feasibility of providing relevant trade tests for appropriate work trades. The Member agreed that HKIC should cooperate with Development Bureau (DEVB) in implementing the “One Examination, Three Certifications” system to offer relevant training collaborations. However, it was suggested that principles had to be in place as the related workload would be enormous. It might not be possible to cover too many work trades in the short run and probably not

all work trades had to be included. It was hoped that the industry would support and drive the development of the construction industry together for a win-win situation.

A Member opined that HKIC could contribute to the development of a GBA standard on workers' training in the long run. In the short term, HKIC should discuss the training need with industry stakeholders. In addition, new quality productive forces needed to be driven. Lastly, articulation with other educational institutions should be well arranged in order to assist students in their progression ladder development and provide professional industry training to learners.

Regarding the discussion on increasing productivity, a Member remarked that apart from increasing the work efficiency of workers, the productivity of frontline foremen also needed enhancement. Another Member pointed out that the productivity of the construction industry had surged significantly over the past decades due to several technological advancements. HKIC students ought to know how to use advanced technology such as artificial intelligence (AI). Programme design should also consider incorporating technology elements that the industry would apply in the future as pioneer training. A Member responded that the Center for Future Construction was also heading towards the direction of pioneer training, which was not easy. It required a clear understanding of the industry's future development, as well as research work and feasibility study on the application of different technologies in the industry.

RSh opined that apart from the application of new technology and the enhancement of trade skills of different work trades, the construction project design, checkpoint system and an improved overall workflow were also essential for increasing productivity and reducing construction cost. A Member said that as technology evolved, the construction industry should also improve site administration and culture.

A Member pointed out that there was no specific requirement on the number of semi-skilled workers / skilled workers to be employed in private construction contracts. Moreover, semi-skilled workers with excellent skills could receive pay rates comparable to those of skilled workers. As a result, there was no

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motivation for workers to upgrade to skilled workers. Therefore, there was no substantial increase in the number of skilled workers in recent years. It was suggested that HKIC should step up its training for skilled workers. Additionally, the ethics and work attitude of workers should also be enhanced.

A Member believed that the training programmes should be a mix of theory and practice. Both practical work and site practice had to be enhanced.

The DEVB representative echoed the Members' comments that HKIC programmes should enhance elements such as technology, pioneer training, and skills to tie in with the development of productivity enhancement in the industry. Regarding the arrangement for the "One Examination, Three Certifications" system, DEVB was working with relevant departments in Guangdong to move the work forward. Macau had also expressed interest in jointly developing a GBA standard. In addition, DEVB was conducting a strategic study on construction costs, with results to be announced later.

The Chairperson concluded that the main role of HKIC was to train workers. It should also support the development of the industry by leveraging its edge and resources, and offering new construction technology training to become an excellent training institution for the construction industry. Regarding the training for frontline management personnel, HKIC had relevant training on the list. HKIC should focus on both the quality and quantity of its training and assess the maximum number of training places it could offer. Trainings should match the market demand. If the training supply far exceeded the industry development, the graduates might not have the opportunity to apply their knowledge at work or might fail to secure an appropriate job. If the training lagged behind, it would fail to meet the market demand. Therefore, it was not easy to make accurate estimates of training demand. HKIC had been performing well in safety training. Regarding the enhancement of training curriculum for the Construction Industry Safety Training Certificate (Green Card), it was hoped that Labour Department could discuss with the stakeholders. The "One Examination, Three Certifications" system could be conducted as a pilot scheme. HKIC could also share its experience in running the well-established HKCITTC

with relevant GBA organisations. Education was not simply a transfer of skills. Students should also learn to uphold professional ethics to align with the principles of Great Country Craftsman. The proportion of skilled workers and semi-skilled workers depended on the implementation and development of the Designated Workers for Designated Skills. As for construction costs, many complicated factors were involved.

The CIC Chairman stated that the 3-Year Strategic Plan would serve as the blueprint for CITB's future work. Full consideration should be given to work priority and feasibility.

**4.4 Report on Benchmarks of Efficiency for Full-time Programmes in AY2022/23 – Programme Satisfaction Rate (Including Employers and Graduates) (for information)**

Members took note of Paper CIC/CTB/P/035/24 and noted that HKIC conducted a survey on employers' satisfaction with the working performance of the graduates from HKIC full-time programmes, and the graduates' satisfaction with the relevant programmes, covering the period from September 2022 to August 2023. Employers' feedback on the performance of graduates were very positive with the overall score of satisfactory/very satisfactory reaching 92%, which was higher than the target of 90% by two percentage points. The graduates' feedback on the HKIC programmes were very positive and with the overall score of satisfactory/very satisfactory reaching 96%, which was higher than the target of 90% by six percentage points.

The Chairperson hoped to compare the satisfaction levels of HKIC programmes and Collaborative Training Schemes (CTS), and enquired whether any satisfaction survey on CTS had been conducted. RaC responded that an independent satisfaction survey on CTS had been conducted, with the report to be submitted later.

A Member said that apart from HKIC programmes, technology elements should also be incorporated into the CTS curriculum. RaC responded that they would discuss with the collaborative training organisations to gradually increase technology elements in the curriculum. Since the duration of CTS was only dozens of hours, new technology could only be introduced briefly. A Member mentioned that some collaborative training



organisations initially allowed students to view BIM drawings on tablets, but CTS was still focused on skills enhancement.

**4.5 ★Summary Report of the 2nd Meeting of Hong Kong Institute of Construction Management Board for 2024 (for information)**

Members took note of Paper \*CIC/CTB/P/036/24\*, and noted that HKIC signed a Memorandum of Understanding with Chongqing Senior Technical School of Architecture (Technical School) on technical training for competitors of WorldSkills Competition on 25 June 2024. The Executive Director said that the Hong Kong competitors would visit the Technical School to observe and learn. On top of this, he also hoped that HKIC would adopt the strengths of the Technical School in its training, system, equipment, curriculum reform and other aspects.

**4.6 ★Summary Report of the 2nd 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/037/24\* with no further comments.

**4.7 ★Summary Report of the 2nd Meeting of Sub-committee on Ethnic Minorities in Construction for 2024 (for information)**

Members took note of Paper \*CIC/CTB/P/038/24\*. A Member expressed that apart from EM, efforts should be made to encourage women to join the construction industry. The Chairperson responded that HKIC had been encouraging and driving different people, including women to join the construction industry. Promotion efforts could be further intensified. The Chairperson said that EM workers were mainly employed by small and medium-sized subcontractors, and language barrier was a major problem. It was hoped that the EM Sub-committee could brainstorm some ideas to help the relevant employers.

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

Members took note of Paper \*CIC/CTB/P/039/24\* with no further comments.

**4.9 ★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/040/24\*. The Chairperson stated that he would discuss with the Management on the training arrangement and number of training places for Certificate Programme in Repair, Maintenance, Alteration and Addition later.

The Executive Director pointed out that the indicator of waiting time for Machinery and Crane Operator programmes, was six months, which was too long. The target indicator of waiting time had to be shortened to three months. In addition, the Management could explore how to improve the waiting mechanism. They could also ask trade union representatives to cultivate workers to treasure the learning and trade testing opportunity, and avoid absence without justification.

**WTg**

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

Members took note of Paper \*CIC/CTB/P/041/24\* with no further comments.

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

Members took note of Paper \*CIC/CTB/P/042/24\* with no further comments.

**4.12 Any Other Business**

**Progress Report on Key Performance Indicators (KPI)**

Members took note of the KPI progress of HKIC and Trade Testing. HKIC completed the initial draft of its Achievement Report and submitted it to the Hong Kong Institute of Construction Management Board in June 2024. Since a

stakeholder had suggested HKIC to adjust and fine tune the theme of the Achievement Report, the target completion date of the report would be deferred to late 2024.

**Appointments of CITB Advisor and Members of Sub-committees**

RaC expressed her gratitude to RSh, the representative from Hong Kong Federation of Electrical and Mechanical Contractors, for attending the meetings of CITB and offering valuable comments on discussions related to E&M topics in the construction industry from 1 July 2022 to 30 June 2024. CIC Chairman agreed to appoint Ir SHEA Tat-chi, Ringo as an advisor of CITB with the term of office running from 1 July 2024 to 30 June 2026. In addition, CITB had approved the appointment of Members of its Sub-committees by circulation of papers on 18 June 2024.

**4.13 Tentative Date of Next Meeting No. 005/24**

The next meeting was scheduled for 11 September 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.

**CITB Secretariat  
July 2024**