CONSTRUCTION INDUSTRY COUNCIL 建造業議會

Construction Workers Registration System
建造業工人註冊系統

Construction Workers Registration System
建造業工人註冊系統

Preface

The Construction Industry Council (CIC) develops and operates the Construction Workers Registration System (CWRS) to provide the construction industry with an automated and convenient platform to collect and manage the daily attendance record (DAR) of workers as required by the Construction Workers Registration Ordinance Cap.583 (CWRO).

前言

建造業議會（議會）研發及運作「建造業工人註冊系統」（工人註冊系統），為建造業界提供一個自動化及方便的平台，以根據《建造業工人註冊條例》（第583章）(《條例》)收集及管理工人的每日出勤紀錄。

Objectives

- To gather a more accurate and reliable DAR information for planning and analysis of manpower supply and training.

- To offer an advanced technology platform with higher transparency.

- To improve the workers registration service such as reducing the number of cards related to the construction industry carried by workers and allowing the storage of card tapping records in the Construction Workers Registration Cards.
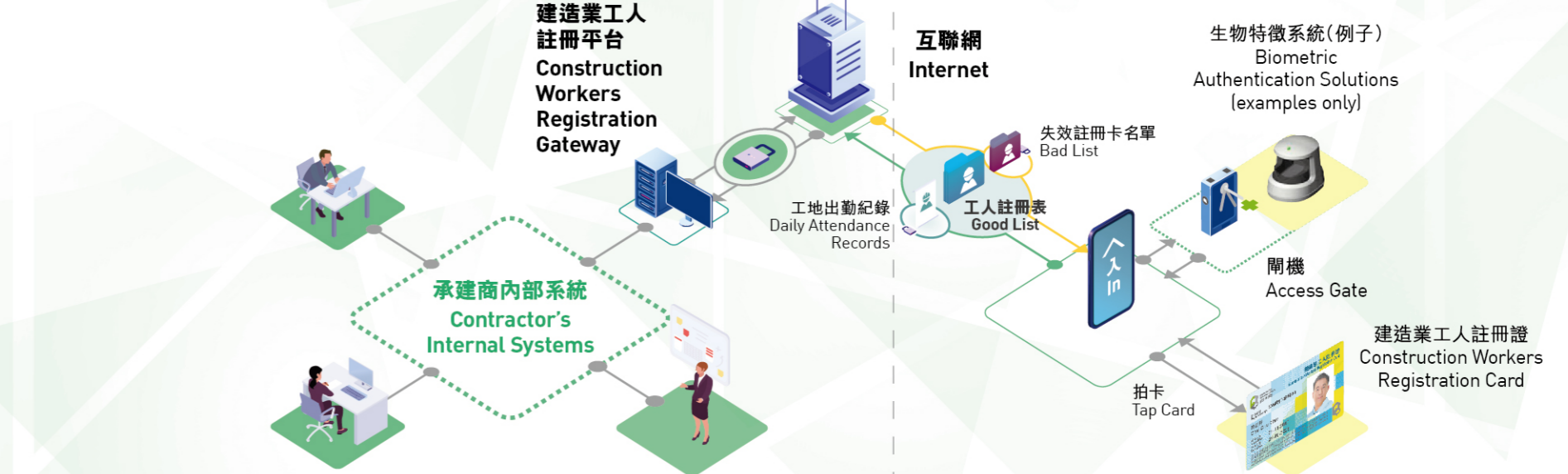
目的

- 收集更準確及可靠的每日出勤紀錄數據便利人力資源及培訓的策劃及分析；

- 提升工人註冊系統的功能，提供更現代化及高透明度的技術平台；

- 提升工人註冊服務，減少工人需攜帶與建造業有關的證件數量及可儲存拍卡紀錄於建造業工人註冊證（工人註冊證）內等。

Construction Workers Registration System
建造業工人註冊系統

1. Construction Workers Registration Gateway (CWRG)

An online platform allows users to manage construction contracts, construction workers and DAR.

建造業工人註冊平台

網上平台讓用戶處理建造工程合約、建造業工人及每日出勤紀錄。

2. CIC Cloud

A scalable storage place for DAR data collected which ensures data are securely stored and can be updated everywhere.

議會雲端

用於儲存收集到的DAR資料，以確保資料被妥善儲存及用戶可以於不同地點進行更新。

3. Android card reading device and DAR App

Any android device with Near Field Communication (NFC) Technology can read the information stored in the Construction Workers Registration Card via the DAR App developed by the CIC.

安卓讀證裝置及工地出勤紀錄應用程式

透過具備近場無線通訊（NFC）科技及安裝了由議會研發的工地出勤紀錄應用程式（DAR App）的安卓讀證裝置，可以讀取儲存在工人註冊證內的資料。

4. Construction Workers Registration Card (CWR Card)

The CWR Card contains the name and worker registration number of the registered construction workers. A unique card serial number is attached to each physical card.

建造業工人註冊證 (工人註冊證)

工人註冊證印有註冊建造業工人的名稱及工人註冊號碼。每張工人註冊證均附有一個獨有的卡序號。

5. System Integrator

This is an added feature to the CWRS to allow integration with biometric systems used by contractors at the gateway of construction sites.

連接系統供應商

工人註冊系統另具備可與其他系統連接的功能，例如承建商安裝於閘機的生物特徵認證系統。

6. Contractor Internal systems

The CWRS has tailor-made Application Programming Interface (API) to facilitate the downloading of information from CWRS for use in other internal systems of contractors.

承建商內部系統

工人註冊系統設有特設的應用程式接口(API)，方便承建商於工人註冊系統下載資料到其內部系統使用。

Getting started

To learn how to use the CWRS to submit DAR, please enroll for CWRS Seminar by scanning the QR code.

開始使用

欲更深入了解如何以工人註冊系統提交每日出勤紀錄，請透過二維碼登記出席建造業工人註冊系統研討會。

CWRS Seminar Registration Form

建造業工人註冊系統研討會報名表

Enquiries and Support　查詢及支援

User Manual	用戶手冊
Instruction Videos	教學短片
Frequently Asked Questions	常見問題
Tested Mobile Device List	已測試流動裝置清單

www.cic.hk

ENG　中文

Hotline 熱線：**2100 9863**　Email 電郵：**cwrs_helpdesk@cic.hk**

CWRS Mechanism　建造業工人註冊系統程序
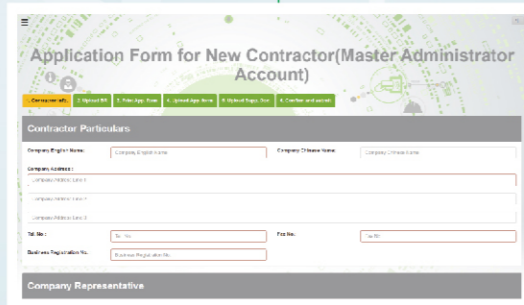
Controller of a construction site submits an application for creating a master administrator account in CWRG

建造工地的主管在建造業工人註冊平台申請建立主要管理員帳戶

User logs onto the CWRG and submits an application for registering contract in CWRG

使用者登入建造業工人註冊平台，並申請登記工程合約

Download DAR app from CWRG and install it to the card reading device, register the device to the selected contract and information of workers in the Good List of that contract

從建造業工人註冊平台下載「工地出勤紀錄應用程式」並安裝在讀證裝置內，登記讀證裝置到所選合約及工人資料到該合約的「可進出工地的工人名單」上

Maintain, update and synchronize the Good List between the DAR App and the CWRS

備存、更新可進出工地的工人名單，並同步至工地出勤紀錄應用程式及建造業工人註冊系統

Capture DAR of workers through the card reading device by tapping CWR cards at the device

透過在讀證裝置上拍工人註冊證，以記錄工人的每日出勤紀錄

Upload DAR to the CIC's cloud by synchronizing automatically or manually when an internet connection is available

在連接網絡的情況下，透過自動或手動方式同步上載每日出勤紀錄至議會雲端

Log onto the CWRG:
· Verify all information in the DAR and, if necessary, input / amend the DAR before submission
· Rectify invalid DAR, if any, before submission
· Click **[Submit]** and **[Confirm]** buttons to complete the submission within 2 business days after each 7-day period

登入建造業工人註冊平台：
· 核實每日出勤紀錄內所有資料，並在有需要時，在提交前輸入或修正每日出勤紀錄
· 在提交前修正無效的每日出勤紀錄（如有）
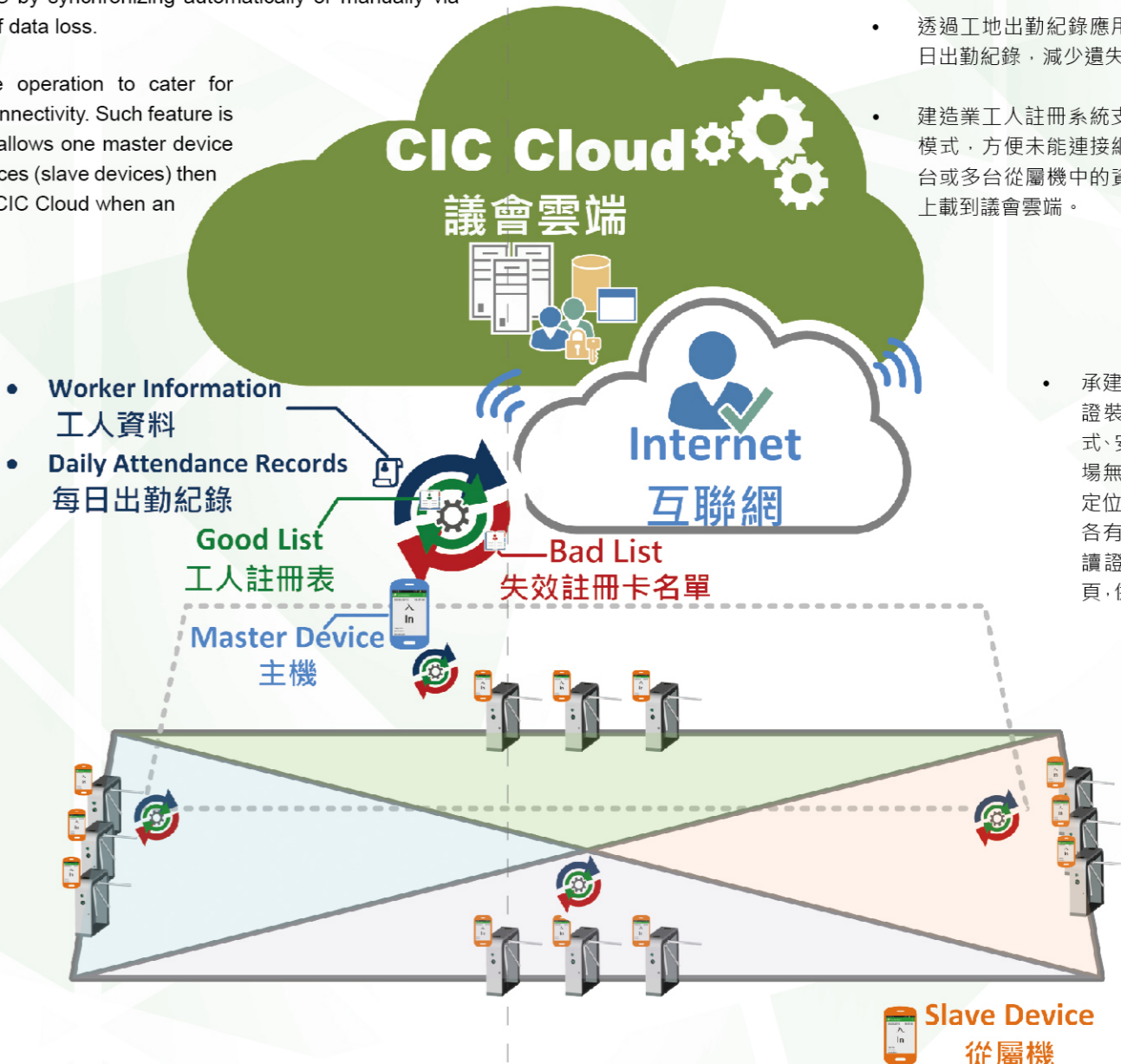· 每7日後的2個工作日內，按**[提交]**和**[確認]**鍵以完成提交程序

Highlight Features of the CWRS

- The CWRS streamlines the registration procedures of registered construction workers to the Good List by simply reading information of CWR cards using a reading device.

- DAR can be uploaded to the CWRS by synchronizing automatically or manually via DAR App. This can reduce the risk of data loss.

- The CWRS supports offline mode operation to cater for construction sites without network connectivity. Such feature is named "Master-Slave" mode which allows one master device to collect data stored in the local devices (slave devices) then to centrally synchronise data to the CIC Cloud when an internet connection is available.

- Contractors can have a wide choice of card reading devices in the market. Android devices supporting DAR App and Android version 4.4.2 and above, wifi, NFC (NXP chipset) and GPS in the market can be used. As commercial devices have varied technical performance, the CIC regularly tests selected commercial devices. A tested mobile device list is published on the CIC website for industry's reference.

建造業工人註冊系統特色

- 建造業工人註冊系統簡化登記程序，承建商只需使用讀證裝置讀取工人註冊證資料，便能簡易地把註冊建造業工人登記到可進出工地的工人名單上。

- 透過工地出勤紀錄應用程式自動或手動方式同步上載每日出勤紀錄，減少遺失資料的機會。

- 建造業工人註冊系統支援離線運作模式，名為主從功能模式，方便未能連接網絡的工地，以主機收集儲存於一台或多台從屬機中的資料，待連接網絡時，再中央同步上載到議會雲端。

- 承建商可選擇市面上備有以下功能的讀證裝置：可支援工地出勤紀錄應用程式、安卓版本4.4.2或以上、wifi連接、近場無線通訊（恩智浦公司晶片）及全球定位系統。由於商用讀證裝置技術表現各有不同，因此議會定期測試部分商用讀證裝置，並上載測試名單到議會網頁，供業界參考。

CIC Cloud　**議會雲端**

Internet　**互聯網**

- **Worker Information**　**工人資料**
- **Daily Attendance Records**　**每日出勤紀錄**

Good List　**工人註冊表**

Bad List　**失效註冊卡名單**

Master Device　**主機**

Slave Device　**從屬機**