

**Appendix 4.8 –
List of Specified Safety Training Courses for RSS**

Table 1 - Basic Safety Training

Rank	Course Title	Course Content	Duration	Organizers*
<u>Professional Staff</u> PRE, CRE, SRE, RE, ARE, CRA, SRA, RA, ARA <u>Technical Inspectorate</u> RCTO, RSIOW, RIOW, RAIOW, RSCOW, RCOW, RACOW	(1) Safety training course for site management staff	- Safety legislation and safety management techniques - Risk assessment and safety inspection - Accident investigation and accident prevention - Safe design, construction and design management - Work safe behaviour and safety climate index	27 hours	OSHC CIC
	OR			
	appropriate refresher course by OSHC/CIC as refresher training at 5-year intervals^			
	(2) #Construction industry safety card course (Green Card)	- General duties of employers and employees - Potential hazards of construction works - Accident prevention	8 hours	CIC
	OR			
	Construction industry safety card revalidation course	Ditto (only for holders of Green Cards which validity period of 3 years expires)	3.5 hours	OSHC CIC

Rank	Course Title	Course Content	Duration	Organizers*
<p><u>Supervisory Staff</u> RWSI, RWSII</p>	<p>(1) Safety & health supervisor (construction) course/ Construction safety supervisor course (N.B.: This course is recognized to be exempted from the Green Card Course. However, course participant has to attend the revalidation course after expiry of his/her Green Card)</p>	<ul style="list-style-type: none"> - Basic safety management - Basic accident prevention - Basic occupational health - Construction safety 	<p>43 hours</p>	<p>OSHC/ CIC</p>
	<p>OR Enhancement course for safety supervisors (construction)/ Construction safety supervisor enhancement course by OSHC/CIC as refresher training at 5-year intervals^^</p>	<ul style="list-style-type: none"> - Recently amended/added occupational safety and health legislations - Contractual safety requirements for public work projects - Introduction to safe working cycle - 5S for good housekeeping in workplaces - Risk assessment, safety inspection and accident investigation - Role of safety supervisors in safety audit and safety review 	<p>12 hours</p>	<p>LD</p>

Rank	Course Title	Course Content	Duration	Organizers*
	(2) Marine construction works supervisor safety course [For those whose works involve marine construction only]	<ul style="list-style-type: none"> - Overview of legislative provisions on marine construction - General shipboard safety & safe working environment - Safe working practices in marine construction - Safe material and equipment handling - Safe use of machinery, equipment and appliances - Emergency preparedness 	2 days	MSTI CIC

Rank	Course Title	Course Content	Duration	Organizers*
<u>Others</u>				
(a) Engineering survey staff: SRLS, RLS, ARLS, RPSO(E), RSSO(E), RSO(E)	(1)#Construction industry safety card course (Green Card) Or Construction industry safety card revalidation course	- General duties of employers and employees - Potential hazards of construction works - Accident prevention	8 hours	OSHC CIC
(b) Quantity survey staff: RSQS, RQS, ARQS, RPSO(Q), RSSO(Q), RSO(Q)	(2) Blue Card shipboard safety training course [For those who work on board for a barge or ship only]	- Overview of legislative provisions - General shipboard safety - Safe cargo handling operation - Safe use of cargo handling equipment	3.5 hours	OSHC CIC
(c) Landscape architectural staff: SRLA, RLA, ARLA, RSFO, RFOI, RFOII			1 day	MSTI CIC
(d) Technical officer staff: RPTO, RSTO, RTO				
(e) Resident Artisan, Resident Chainman, Resident Laboratory Assistant				

Abbreviations:

CIC	Construction Industry Council
MSTI	Maritime Services Training Institute
OSHC	Occupational Safety and Health Council

Notes:

- * The list of organisers may not be exhaustive and there can be additional accepted organisers.

- ^ The refresher course is only applicable to those who have completed the safety training course for site management staff.

- ^^ The enhancement course is only applicable to those who have completed the safety & health supervisor (construction) course / construction safety supervisor course.

- # Not required if the staff are members of professional institutions who have satisfied the Commissioner for Labour (C for L) in respect of Section 6BA(4) of the Factories and Industrial Undertaking Ordinances; or have completed the “Multi-media Self-learning Package for Construction Industry Safety Card Course” and obtained a “Green Card” from CIC, any other course considered equivalent by C for L such as safety course for graduate engineers, construction safety officer course, construction safety supervisor course, assistant safety officer course organised by CIC.

Remark:

This table may be further modified by the Consultant for consideration by the managing department to suit the specific project needs if appropriate.

Table 2 - Safety Training for Works Involving Special Risks

Types of works involving special risks	Course Title	Content	Duration	Organizers*
Work in confined spaces	(1) Competent persons working with confined spaces <u>N.B.</u> RSS shall receive refresher training at 3-year intervals	- Regulations relating to confined spaces - Potential hazards - Risk assessment and control measures - Use of personal protective equipment and rescue equipment	2 days	Organizers in LD's approved list
	(2) Certified workers working in confined spaces <u>N.B.</u> RSS shall receive refresher training at 3-year intervals	- Regulations relating to confined spaces - Potential hazards - Use of personal protective equipment and rescue equipment	1 day	Organizers in LD's approved list
Work on or near roads/highways	Safety at road works	- Legislative requirements - Traffic signs for use at road works - Arrangement of signs at road works - Planning for road works - Procedures during road works	3.5 hours	OSHC
Work with asbestos	Safe handling of asbestos	- Regulations relating to control of asbestos - Potential hazards - Preventive measures	24 hours	OSHC

Types of works involving special risks	Course Title	Content	Duration	Organizers*
Noise assessment	Certificate of competence in workplace noise assessment	<ul style="list-style-type: none"> - Legal requirement - Basic acoustics and effects of noise on human beings - Procedures for measuring noise - Hearing protection 	24 hours	OSHC
Manual handling	Certificate of competence in manual handling	<ul style="list-style-type: none"> - Legal requirement - Preliminary assessment - Related anatomy and physiology - Risk assessment - Prevention and protection measures 	12 hours	OSHC
Use and handling of chemicals	Safe handling of chemicals	<ul style="list-style-type: none"> - Hazards of chemicals - Labelling of chemicals - Use of personal protective equipment 	3.5 hours	OSHC
Work in dusty environment	Pneumoconiosis and its preventive measures	<ul style="list-style-type: none"> - Pneumoconiosis and its prevention - Health effects of pneumoconiosis - Respiratory protection equipment - Pneumoconiosis (Compensation) Ordinance 	1 day	Pneumoconiosis Compensation Fund Board

Abbreviations:

OSHC	Occupational Safety and Health Council
LD	Labour Department

Notes:

1. The above safety training courses are applicable to RSS responsible for supervising works involving special risks.
 2. The above-listed safety training courses are not exhaustive. The Consultant shall determine if it is necessary for its RSS to attend other safety training courses appropriate to the specific project needs and seek approval from the managing department.
- * The list of organizers may not be exhaustive and there can be additional accepted organizers.

Remark:

This table may be further modified by the Consultant for consideration by the managing department to suit the specific project needs if appropriate.

Table 3 - Record of Safety Training for RSS

For period from _____ to _____

Consultancy Agreement No. & Title _____

Contract No. & Title _____

Name of staff	Rank / Post	Date of Employment	Safety training/refresher course attended	Date of attendance	Safety training/refresher course yet to be attended	Proposed date of attendance	Remarks

Record prepared by _____ (Name & post in block letters)
 _____ (Signature & date)
 _____ (Contact telephone no. & email)