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<b>From</b> Secretary for Development	<b>To</b> Distribution
<b>Ref</b> (01S44) in DEVB(W) 516/71/01	<b>(Attn :</b> )
<b>Tel. No.</b> 2848 2704	<b>Your Ref.</b>
<b>Fax No.</b> 2524 9308	<b>dated</b>
<b>Email</b> yc_chan@devb.gov.hk	<b>Fax No.</b>
<b>Date</b> 28 May 2008	<b>Total Pages</b> 3 + encl.

## **Construction Site Safety Manual**

This is to promulgate minor revisions to Appendix III to Chapter 3, Chapters 7 and 9 of the Construction Site Safety Manual to further enhance construction site safety. The updated contractual provisions should be incorporated in public works contracts for which tenders are to be invited on or after **1 July 2008**. The revisions are summarised below:-

### Appendix III to Chapter 3 – Particular Specification

- (i) Clause 3(14)(c) – Strengthen the requirement on risk assessment in particular for a person working alone;
- (ii) Clause 8(2)(A) & 8(4) – Update the list of specific trades requiring workers to attend the Silver Card training and its payment arrangement;
- (iii) Clause 8(7)(b) – Enhance safety training for workers involving high-risk activities including scaffolding work, demolition work and works in confined spaces; and
- (iv) Clause 8(12) – Require contractors' site management and supervisory staff including gangers and foremen to attend safety training.

2. We have also taken this opportunity to document minor updates in Chapters 7 & 9 to reflect the existing procedures on administration of records for Registered Safety Officers and accident reporting, which were issued previously through circulation memo and email respectively. Details of the updates are listed in revisions ref. R2 & R3 attached.

3. The revision history of the Manual is attached in **Appendix A**. Updated documents can also be downloaded in DEVB's website under the menu "Publications and Press Releases" and the sub-menu "Publications". In addition, a list of relevant pages in the Manual that need to be updated is also attached in **Appendix B** for your reference.

4. The revisions have incorporated comments from DSEAs and Contract Advisors. For further enquiry, please feel free to contact Mr. Philip CHUNG, AS(WP)5 at tel. no. 2848 6249.



(Y C Chan)  
for Secretary for Development

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**Internal** - *to note in file*

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## **Appendix A**

### **Revision History of the Public Works Programme Construction Site Safety Manual – February 2008**

<b>Revision</b>	<b>Date</b>	<b>WBTC No.</b>	<b>Affected Chapters</b>	<b>Revision/Amendments</b>
0	1 June 1993	16/93	Chapter 3	First Introduction of Chapter 3
1	22 July 1993	16/93A	Chapter 3	Special Conditions of Contract amended
2	18 July 1993	12/94	Chapter 3	Special Conditions of Tender and Special Conditions of Contract amended, and Particular Specification clauses added
3	12 Oct. 1994	12/94A	Chapter 3	Special Conditions of Tender amended
4	31 May 1995	11/95	Chapters 1, 2 and 4 to 11 added	The whole Manual was issued, i.e. Chapters 1 to 11.
5	2 Oct. 1995	22/95	Chapter 3	Particular Specification clauses on additional mandatory safety measures added
6	4 Mar. 1996	4/96	Chapter 3	Special Conditions of Contract and Particular Specification clauses related to the Pay for Safety Scheme added
7	5 Mar. 1996	5/96	Chapter 3	Special Conditions of Contract and Particular Specification clauses related to the Independent Safety Audit Scheme added
8	11 May 1996	4/96A	Chapter 3	Amendment and addition of Particular Specification clauses promulgated in WBTC No. 4/96
9	13 Aug. 1997	11/97	Chapter 3	Particular Specification clauses on "Labour Department Recognised Green Card" course added
10	15 Sept. 1998	14/98	Chapter 3 amended and chapter 12 added	Replacement of Chapter 3 and introduction of Chapter 12 on the Pay for Safety Scheme
11	1 Sept. 1999	21/99	Chapters 1, 2 and 4 to 11	Revision of Chapters 1, 2 and 4 to 11.
12	20 Nov. 2000	30/2000	Chapters 3 and 12	Revision of Chapters 3 and 12
13	Apr 2008	-	Chapters 3, 7 and 9	Minor revisions on Appendix III to Chapter 3, Chapters 7 and 9 .

**List for Updating of Construction Site Safety Manual – Revision 13 (Ver. Apr 2008)**

<b>Ref. No.</b>	<b>Pages to be removed</b>	<b>Updated pages to be insert</b>	<b>Brief Description of Amendment</b>
R1	C3-AIII-P012 to P017 (Ver. Sep 98) C3-AIII-P018 to P021 (Ver. Nov 2000) C3-AIII-P022 to P031 (Ver. Sep 98) C3-AIII-P032 to P036 (Ver. Nov 2000)	C3-AIII-P012 to P040 (Ver. Apr 2008 )	Particular Specification clauses nos. 3(14)( c), 8(2)(A)(i), 8(4), 8(7)(b) and 8(12) revised.
R2	C7-P08 to P012 (Ver. Sep 99), C7-Appendix I to II (Ver.Sep.98)	C7-P08 to P012 (Ver. Apr 2008), C7-Appendix I to III (Ver. Apr 2008)	General procedures for administering of RSO database amended.
R3	C9-P07 to P012 (Ver.Sep.99) C9-AX (Ver. Jan 2003)	C9-P07 to P012 (Ver. Apr 2008) C9-AX (Ver. Apr 2008)	General post title amended due to re-organization of Policy Bureaux and clause 9.2(a) amended.

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