

# Return on Construction Site Employment

Original - C&SD (within 2 weeks)	Duplicate - Project Office/Authorized Person	Triplicate - filed as Site Record	Quadruplicate - kept by Contractor
Reference no. in Buildings Department / Contract no.: _____			
Contract title / Contract description: _____			
Name of contractor: _____ (Tel. : _____ )			
<input type="checkbox"/> Nominated sub-contractor (Tick if applicable)			
Site / Contract address: _____			
Name of authorized person / Company of site representative: _____ (Tel. : _____ )			
Name of real estate developer / responsible government department: _____ (Tel. : _____ )			
Work code for government site only <sup>①</sup> (If applicable) : _____			
Broad stage of work: _____ (% of completion : _____ )			

**Current status of the site** (Please select one of the following and tick as appropriate box) :

- |   |   |
|---|---|
| 1 <input type="checkbox"/> Active         | 4 <input type="checkbox"/> Under maintenance period (Expiry date (e.g. 31/01/2007): _____ )         |
| 2 <input type="checkbox"/> Work suspended | 5 <input type="checkbox"/> Work completed with maintenance period over / without maintenance period |
| 3 <input type="checkbox"/> Vacant         |   |

Reporting month/year (e.g. 03/2006) : \_\_\_\_\_ Last day of the reporting month <sup>②</sup> : \_\_\_\_\_

Please insert either the data or '0'. Do not leave any cell blank.

**I. Number of persons engaged and vacancies on the last day of the reporting month .**

<u>Number of persons engaged at site</u>	Total	Of which: female
(i) Manual workers		
(ii) Professional / technologist		
(iii) Technician		
(iv) Other site personnel (e.g. amah and security guards)		
<b>(A) Total number of persons engaged at site</b>		
<b>(B) Number of employers / self-employed persons in (A)</b>		
<b>(C) Number of vacancies for manual workers (i.e. excluding items (ii), (iii) and (iv) above) at site</b>		

**II. If there are vacancies in I (C) above, please provide the job title and the number of vacancies.**

(Use a separate sheet if necessary)

Job title (e.g. leveller, truck driver, bricklayer and electrical fitter)	Number of vacancies
1.	
2.	
3.	
4.	
5.	

For official use only

Site No.  (33-47)

IND  (48-53)

Area  (54-56) Status  (57)

DCM  (58) EN  (59-62)

JV7  (63-64)

JV8  (65-66)

JV9  (67-68)

Completed by contractor/

contractor's agent <sup>③</sup> : \_\_\_\_\_ (Name) \_\_\_\_\_ (Signature) \_\_\_\_\_ (Telephone) \_\_\_\_\_ (Date)

- Notes :
- ① Please refer to work code in the GF 527 for the same site / contract.
  - ② Please exclude Saturdays, Sundays, public holidays and days of inclement weather, and advance the reporting day accordingly (i.e. in the order of 31st, 30th, 29th ...).
  - ③ Delete as appropriate.