2 April 2014

To: All Registered General Building Contractors
   All Registered Specialist Contractors

Dear Sir/Madam

Continuing Professional Development Course for
Registered General Building Contractors and
Registered Specialist Contractors
Applying for Renewal of Registration

I am pleased to inform you that the Construction Industry Council (CIC) will continue to provide in 2014/2015 the Continuing Professional Development (CPD) course for Registered General Building Contractors (RGBC) and Registered Specialist Contractors (RSC) who intend to apply for renewal of registration.

2. Similar to the previous arrangement, the CPD course is aimed at updating the RGBC and RSC on the latest development of the building industry with particular reference to the legislation, codes of practice, practice notes, etc. The information leaflet and application form of the CPD course are attached at Appendix I of this letter.

3. As mentioned in paragraph 2 of Appendix J to Practice Note for Registered Contractors No. 38 (PNRC 38), in general an application for renewal of registration would not be referred to the Contractors Registration Committee (CRC) for interview and assessment except in the following circumstances.

   (a) the contractor has been inactive in relevant building works in the past registration period (i.e. without a job reference on a minimum of one relevant building project as defined in paragraphs 1 and 2 of Appendix M to PNRC 38); or
(b) there have been new incidents or circumstances that require further consideration on the suitability of the contractor’s registration. New incidents or circumstances include, but are not limited to, the contractor’s records in respect of the aspects stipulated in paragraph 1(b) of Appendix J to PNRC 38 and subject to paragraph 3 of Appendix M to PNRC 38.

4. Subject to paragraphs 5, 6 and 7 below, inactive contractors who do not have a satisfactory job reference on a relevant building project in the past registration period may be exempted from the requirement to attend an interview conducted by the CRC upon application for renewal of registration if they have completed the CPD course.

5. Any RGBC whose registration expires on or before 31 December 2014 and any RSC whose registration expires on or before 31 March 2015 are eligible for the exemption arrangement stipulated in paragraph 4 above.

6. RGBC and RSC who have conviction or disciplinary records, or have been suspended by the Development Bureau or the Housing Authority to tender for public works in the past registration period, will be required to attend an interview conducted by the CRC upon application for renewal of registration even if they have attended the CPD course.

7. Inactive contractors who intend to make use of the exemption arrangement stipulated in paragraph 4 above must complete the CPD course before expiry of their registration. Otherwise, they will be required to attend an interview upon renewal of registration. CPD course completed 3 years or more before expiry of the registration will not be accepted.

8. Subject to paragraph 6 above, inactive contractors applying for restoration of registration within two years from the date of expiry of their registration may also be exempted from requirement to attend an interview if they have completed the CPD course not more than 3 years before the date of submission of the restoration application.
9. Contractors who have not made use of the exemption arrangement and attended an interview for renewal or restoration of registration but failed in the interview will not be allowed to make use of the exemption arrangement upon re-application for renewal or restoration of registration.

10. It must be emphasized that the availability of classes for the CPD course will depend on the actual number of contractors applying for the course. CIC has the discretion to terminate the arrangement of the course if the number of applicants is not adequate to sustain a class. **If CIC terminates the CPD course due to inadequate number of applicants, the exemption arrangement as stipulated in paragraphs 4 and 8 above will also cease automatically.**

11. Should you have any queries on the above, please contact our Mr. CHIN Wai-lim, Structural Engineer/Registration, on 2626 1922 or Management and Safety Training Centre of the CIC on 2100 9153.

Yours faithfully,

(LEUNG Siu-man) for Building Authority

c.c. Management and Safety Training Centre, Construction Industry Council (Attn: Mr. Wong Chi Lap)


## 註冊承建商持續專業進修課程

根據有關承建商註冊之規定，若註冊承建商未能於截止日期前完成所需時數，則須於翌年重新申請註冊。所有承建商須於截止日期前完成所需時數。

### 單元 1

<table>
<thead>
<tr>
<th>課程內容</th>
<th>授課時數</th>
<th>上課時間</th>
</tr>
</thead>
<tbody>
<tr>
<td>註冊承建商職業及註冊承建商所修讀之課程</td>
<td>3小時 x 5堂</td>
<td>每個單元 一律為6小時</td>
</tr>
<tr>
<td>及基礎工程一般承建商(基礎工程)額外修讀之課程</td>
<td></td>
<td>晚上6:30至晚上9:30</td>
</tr>
<tr>
<td>及基礎工程一般承建商(地盤平整工程)額外修讀之課程</td>
<td></td>
<td>(3小時 x 2堂)，註冊承建商須選讀合適之單元</td>
</tr>
<tr>
<td>及基礎工程一般承建商(現場土地勘測工程)額外修讀之課程</td>
<td></td>
<td></td>
</tr>
<tr>
<td>及基礎工程一般承建商(通風系統工程)額外修讀之課程</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 上課時間

| 晚上6時30分 至晚上9時30分 (上課日期將另行通知申請者) |

### 地點

| 建造業議會管理及安全訓練中心 |

### 課程對象

| 此課程只為有需要者獲授權簽署人而設及只適用於在二零一四年十二月三十一日前註冊 |

### 學費

| 単元1 | 註冊承建商職業及註冊承建商所修讀之課程 HK$2,800 |
| 単元2 | 註冊承建商額外修讀之課程每個單元 HK$3,800 |

### 授課語言

| 粵語 |

### 證書頒發

| 出席全部課堂及完成課堂內之習作作者，可獲發廣告牌證書 |

### 報名手續

| 請將報名表格郵遞或親身交至 (可傳真報名表留位) |

### 查詢電話

| 2100 9189 |

### 備註

1. 每表格只供1人填寫，影印本亦可受理。
2. 報名表按先後順序處理，額滿後的申請須順序輪候。
3. 上課日期將由本議會以書面通知申請人。
4. 申請人請勿重複遞交申請表。
5. 本議會可根據需要而修改學費，並會在開課前通知申請人。
課程名稱： 註冊承建商持續專業進修課程
Course Name: Continuing Professional Development Course for Registered Contractors

請選擇所報讀之單元
(此課程只為有需要之獲授權營業人而設及只適用於在二零一四年底關之註冊一般建築承建
商在於二零一五年三月三十一日或以前於香港營業之註冊單位承建商)

<table>
<thead>
<tr>
<th>單元類別</th>
<th>註冊承建商的牌照期滿日期</th>
<th>學費</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ 單元 1 - 註冊一般建築承建商及註冊專門承建商所修讀之課程</td>
<td>(年月日)</td>
<td>HK$2,800.00</td>
</tr>
<tr>
<td>□ 單元 2 - 註冊專門承建商(工程)額外修讀之課程</td>
<td>(年月日)</td>
<td>HK$3,800.00</td>
</tr>
<tr>
<td>□ 單元 3 - 註冊專門承建商(基礎工程)額外修讀之課程</td>
<td>(年月日)</td>
<td></td>
</tr>
<tr>
<td>□ 單元 4 - 註冊專門承建商(地盤平整工程)額外修讀之課程</td>
<td>(年月日)</td>
<td></td>
</tr>
<tr>
<td>□ 單元 5 - 註冊專門承建商(現場控制工程)額外修讀之課程</td>
<td>(年月日)</td>
<td></td>
</tr>
<tr>
<td>□ 單元 6 - 註冊專門承建商(通用系統工程)額外修讀之課程</td>
<td>(年月日)</td>
<td></td>
</tr>
</tbody>
</table>

個人資料
姓名：
(英文)：
(中文)：
(英文姓名伍資香港身分證相符)

如閣下年齡達70歲，請在方格內加‘✓’，以便本議會作出適當的行政安排。

出生日期：
年
月
日
年齡：
性別：

聯絡電話：
(日) / (夜)
傳呼/手提電話：
傳真號碼：

通訊地址：

公司名稱：

公司地址：
(如與通訊地址相同，可不用填寫)

職位：

教育程度：
□ 小學 □ 中學畢業 □ 工業學陝 □ 大專 / 大學 □ 其他，請列明

《收集個人資料聲明》
1. 你向建造業議會(「議會」)所提供的資料，包括《個人資料(私隱)條例》所指的個人資料，只會用於相關議會之活動。
2. 為你得知最新的議會活動和行業內發展情況，議會將使用你的個人資料，包括你的姓名、電話號碼、郵寄和電郵地址，
  將有關訓練課程、測試、註冊、活動項目、議會工作和建造業其他方面的最新資訊提供給你。
3. 你可選擇是否同意接收上述資訊。若不同意的話，請於下列有關拒收資訊一欄之空格內加上「✓」號。
4. 你有權要求查閱及修正你的個人資料。有關申請須以書面向建造業議會提出，地址為香港灣仔告士打道138號聯和鹿島大廈1樓。

☑ 本人不同意日後接收由建造業議會發出有關議會活動和與建造業相關的資訊。

此欄由申請人清楚填寫：
姓名：

聯絡地址：

此欄由申請人清楚填寫：
姓名：

聯絡地址：

查看電話：
2100 9153
傳真號碼：
2100 9198