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 2013/2014 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 2013 and any RSC whose registration expires on or before 31 March 2014 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 Mr. John LEUNG Wai-tak, Centre Manager, Management and Safety Training Centre of the CIC, on 2100 9150.

Yours faithfully,

(LEUNG Siu-man)
for Building Authority

c.c. Management and Safety Training Centre, Construction Industry Council
(Attn: Mr. John Leung Wai-Tak)
### 註冊承建商持續專業進修課程

根據屋宇署之建造商註冊指引，若註冊一般建築承建商及註冊專門承建商在過去的註冊期內，沒有參與【建築物條例】訂明的有關建築工程或工程項目，則建築物條例監管部門一般會建議註冊承建商或續牌申請者於注册期內提報符合該條例之條文。關此，本議會根據屋宇署指引，於會前會合相關單位及專家共同討論，並將根據建築物條例訂明的有關建築工程或工程項目，註冊一般建築承建商及註冊專門承建商，俾能確保申請者於在會期內完成相關之條文及條例。

### 單元 | 課程內容 | 授課時數 | 上課時間
---|---|---|---
1. | 註冊一般建築承建商及註冊專門承建商所修讀之課程 | 3 小時 × 5 堂 | 每個單元一律為 6 小時，(3 小時 × 2 堂)，註冊專門承建商須修讀合適之單元 |
2. | 註冊專家承建商(拆卸工程)額外修讀之課程 | | 晚上 6:30 至晚上 9:30 |
3. | 註冊專家承建商(基礎工程)額外修讀之課程 | | |
4. | 註冊專家承建商(地盤平整工程)額外修讀之課程 | | |
5. | 註冊專家承建商(現場土地勘測)工程額外修讀之課程 | | |
6. | 註冊專家承建商(通風系統工程)額外修讀之課程 | | |

### 上課時間：

每週六 6:30 分至晚上 9:30 分

### 課程對象：

此課程只為有需要之註冊建築質量和顧問及在過去一年三月至三十一日前註冊滿之註冊一般建築承建商或在過去一年三月至三十一日前於第二次申請建築承建商。

### 學費：

- 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：HK$2,800
- 單元 2 至單元 6
  - 註冊專家承建商額外修讀之課程：
  
### 授課語言：

粵語

### 證書頒發：

出席全部課程及完成課堂內之習作者，可獲發由註冊商會頒發之證書。

### 報名手續：

請於報名截止日前親身交際

### 申請人於在會期後，若未能出席或未完成課堂，將予通知拒收學費及上課請退，已收之學費，將不予退回。

### 聯絡電話：

建造業議會管理及關注培訓

2100 9153

### 應領註：

1. 每張表格只供一人填寫，須由承建商親自填寫。
2. 報名表字跡必須清晰，由承建商親自填寫。
3. 註冊期滿後，於本會查閱未通過承建商於註冊期內未完成相關之條文及條例。
4. 申請人須親自填寫或超期未完成相關之條文及條例。
5. 註冊期滿後，須通過承建商於註冊期內未完成相關之條文及條例。
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簽署人而設及只適用於在二零一三年十二月三十一日前註冊屆滿之註冊一般建築承建商或在二零一四年三月三十一日前註冊屆滿之註冊專門承建商)

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<thead>
<tr>
<th>單元類別</th>
<th>註冊承建商的牌照期滿日期</th>
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<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>
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<tr>
<td>□單元 2 - 註冊專門承建商(一般工程)額外修讀之課程</td>
<td>(年 月 日)</td>
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<td>□單元 3 - 註冊專門承建商(土木工程)額外修讀之課程</td>
<td>(年 月 日)</td>
<td>HK$3,800.00</td>
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<tr>
<td>□單元 4 - 註冊專門承建商(建築工程)額外修讀之課程</td>
<td>(年 月 日)</td>
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<td>□單元 5 - 註冊專門承建商(基礎工程)額外修讀之課程</td>
<td>(年 月 日)</td>
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<td>□單元 6 - 註冊專門承建商(通風系統工程)額外修讀之課程</td>
<td>(年 月 日)</td>
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申請人注意：
1) 填表前，請先細閱「個人資料收集聲明」
2) 請以單一文字填寫
3) 姓名及英文名稱須與香港身份證相符
4) 請在適當的□內

個人資料
姓名：
(英文)：
(中文)：

如 閱下年齡逾 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

聯繫電話：(日) / (夜) 傳呼/手提電話：

通訊地址：

公司名稱：

公司地址：

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

《收集個人資料聲明》

1. 你提供的資料會用作本議會處理申請報讀課程之用及其他與訓練相關事宜。本議會亦可能將部份資料給予法例授權接收的政府部門及其他機構。
2. 根據個人資料（私隱）條例，你有權要求查閱和更改個人資料，有關申請須以書面向本議會提出。
3. 如果資料有任何遺漏，本議會可能無法處理本表格事宜。