

13 May 2020

To: ALL Authorized Persons
Registered Structural Engineers
Registered Geotechnical Engineers
Registered Inspectors
Registered General Building Contractors
Registered Specialist Contractors
Registered Minor Works Contractors

Dear Sir/Madam,

**Safety of Scaffolding and Tower Cranes
in Construction Sites during Typhoon Season**

With the approach of typhoon season, I am writing to solicit your co-operation in paying special attention to the safety of scaffolding and tower crane in construction sites.

Safety of Scaffolding

2. From past experience, most of the incidents involving the collapse of or related to scaffolding could have been avoided if the following site measures had been taken:-

- (a) sufficient ties of adequate strength are provided to secure the cantilever portion at the topmost floor;
- (b) the height above the topmost floor should not be over-extended (maximum one floor);
- (c) adequate putlogs, ties, struts, bracing and steel brackets are provided to secure the scaffolding framework;
- (d) plastic sheeting should be removed and the scaffolding above the topmost floor should be lowered to not more than half of the floor height under safe circumstances when a tropical cyclone warning signal or a strong monsoon signal is announced; and
- (e) no loose materials should be placed on/near any scaffolding, or near the periphery of the site.

3. Please impress upon your site supervision staff on the importance of the safety of scaffolding and ensure that the above site measures are taken in all scaffolding. When the building works have been completed, the related scaffolding should be dismantled as soon as possible. Also, any scaffolding which remains idle should be promptly removed.

Safety of Tower Crane

4. With regard to the safety of tower cranes in construction sites during typhoon, suitable safety precautionary measures should be drawn up with regard to the types of crane towers being used, surrounding site conditions and the tower crane manufacturers' recommendations. In general, the following safety precautionary measures against strong wind may be taken:

- (a) The main jib should be slewed to the side of the tower away from the wind, and then put into free slew. However, care must be taken to ensure that the jib would not collide with adjacent structures or overhead power cables;
- (b) The trolley of the crane with horizontal trolley jib should be placed near to the tower at minimum radius and the hook should be raised to its highest position;
- (c) The jib of luffing jib crane (including the articulated jib crane) should be brought to a position at 15° to the horizontal or other position according to the manufacturer's recommendation and the hook should be raised to its highest position;
- (d) If the manufacturer recommends to tie the jib and/or the hook to the specified anchorage points above the slewing ring, it should be made sure that the tie wires are of adequate strength and are tightened up properly; and
- (e) If situation warrants, the height of the crane tower above the topmost floor should be lowered as far as practicable.

5. With consideration of construction conditions, works progress and special constraints, tailor-made precautionary measures should be drawn up for different construction sites and the necessary arrangement should be made as early as possible (in particular when extra costs are involved for implementing those measures). Before the approaching of the typhoons, you should make sure that the precautionary measures in place are properly implemented and timely completed.

Updated Contact Information for Emergency Situations

6. If there are emergency incidents happened on site during the course of typhoon, staff of this Department may need to contact the authorized person, registered structural

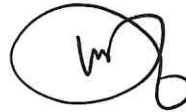
engineer and/or registered geotechnical engineer for timely handling those situations. Hence, these registered building professionals are requested to inform this Department as soon as possible if there are any changes of their emergency contact telephone number or fax number, by using the letter attached to PNAP ADM-3.

Follow up Action after Lowering of Typhoon Signals

7. After lowering of the typhoon signals, the registered contractors should inspect all areas of their construction sites as early as possible, and carry out necessary remedial works immediately if damages are found. Before the resumption of the construction works, it should make sure that the sites are in a safe condition.

8. I would like to remind you, as a responsible member of the Hong Kong construction industry, of your responsibilities under regulations 37(1) and (2) and 41(1) of the Building (Administration) Regulations. For safety issues regarding scaffolding and tower cranes, your attention is drawn to the Code of Practice (CoP) for Bamboo Scaffolding Safety¹, the Guidelines on the Design and Construction of Bamboo Scaffolds², the CoP for Site Supervision 2009³, the CoP for Safe Use of Tower Cranes⁴ and the CoP in times of Typhoons and Rainstorms⁵.

Yours faithfully,



(HO Hon-kit)
for Building Authority

c.c. Real Estate Developers Association

¹ <https://www.labour.gov.hk/eng/public/os/B/Bamboo.pdf>

² <https://www.bd.gov.hk/doc/en/resources/codes-and-references/code-and-design-manuals/GDCBS.pdf>

³ https://www.bd.gov.hk/doc/en/resources/codes-and-references/code-and-design-manuals/SS2009_e.pdf

⁴ <https://www.labour.gov.hk/eng/public/os/B/crane.pdf>

⁵ <https://www.labour.gov.hk/eng/public/wcp/Rainstorm.pdf>