



建造業安全獎勵計劃 2023 / 2024

Construction Industry Safety Award Scheme

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Occupational Safety and Health Council



發展局
Development Bureau



香港房屋委員會
Hong Kong Housing Authority



職業性失聰補償管理局
Occupational Deafness Compensation Board



建造業議會
CONSTRUCTION
INDUSTRY COUNCIL
建造業議會



肺塵埃沉着病補償基金委員會
Pneumoconiosis Compensation Fund Board



香港房屋協會
Hong Kong Housing Society



物業管理業監督局
PROPERTY MANAGEMENT
SERVICES AUTHORITY



香港建造商會
Hong Kong Construction Association



香港建築業承建商聯會
Hong Kong General Building Contractors Association



香港建造業分包商聯會
Hong Kong Construction Sub-Contractors Association



香港機電工程商聯會
The Hong Kong Federation of Electrical and Mechanical Contractors Limited



註冊小型工程承建商聯會
Minor Works Contractor Association



香港物業管理公司協會
The Hong Kong Association of Property Management Companies



香港建造業總工會
Hong Kong Construction Industry Employees General Union



香港機電業工會聯合會
The Federation of Hong Kong Electrical & Mechanical Industries Trade Unions



報名表格
Enrolment Form

建造業安全獎勵計劃 2023/2024

引言

自1999年開始，除了在2020/2021年度因疫情關係，勞工處每年均會與建造業的主要合作伙伴舉辦全港性的大型「建造業安全獎勵計劃」，藉此增強建造業界的職安健意識及提升安全文化水平。一直以來，這計劃得到有關團體的鼎力支持和積極參與。

憑著大家多年來的努力，本港建造業的安全表現近年持續得到改善。建造業的工業意外數字及每千名工人意外率，由1999年的14,078宗及198.4大幅下降至2022年的3,046宗及29.1，跌幅分別為78%及85%。

然而，建造業是一門高風險的行業，我們必須時刻保持警覺。根據2022年的工業意外數字，有39.2%屬地盤意外，僅次於首位的餐飲服務業，而建造業致命個案則佔整體工業意外致命個案的68.0%，為各行業之冠。

「建造業安全獎勵計劃」提供一個途徑讓建造業內各階層，包括承建商、工地管理以及前線工友等共同推動提升建造業工地安全和健康的水平。因此，勞工處聯同職業安全健康局、發展局、香港房屋委員會、職業性失聰補償管理局、建造業議會、肺塵埃沉着病補償基金委員會、香港房屋協會、物業管理業監管局、香港建造商會、香港建築業承建商聯會、香港建造業分包商聯會、香港機電工程商聯會、註冊小型工程承建商聯會、香港物業管理公司協會、香港建造業總工會及香港機電業工會聯合會，籌辦第二十四屆「建造業安全獎勵計劃」。今屆的獎勵計劃除了會設有「建造地盤」組、「安全隊伍」組和「安全工友」組、「最佳高處工作安全表現獎」及「最踴躍支持地盤獎」等參賽組別及獎項外，為了鼓勵「建造地盤」組內四個類別的參賽建造地盤，即「樓宇建造地盤（公營合約）」、「樓宇建造地盤（私營合約）」、「土木工程建造地盤」及「裝修及維修工程」主動採取推動預防工作時中暑的措施，我們於本年度的獎勵計劃中，在以上四個類別內增設「最踴躍推動預防工作時中暑地盤獎」。此外，為了進一步在「樓宇建造地盤（私營合約）」類別推廣在建築工程中引入「建築設計及管理」的概念，鼓勵建造業持責者在建造工程的規劃及設計階段加入職安健的考慮，我們將把有關元素新增設為評審準則之一在該類別中。

目的

這計劃旨在提升承建商、地盤人員及工友的工作安全和健康意識；培育良好的安全文化；鼓勵採取安全的工作模式；以及透過公開比賽，表揚和嘉許在職安健方面有良好表現的承建商、地盤人員和工友。

參賽組別

(I) 建造地盤

比賽形式是以個別地盤/合約工程為參賽單位，並以其工程性質分為下列八個類別：

- | | | |
|-----------------|----------------|------------------|
| 1. 樓宇建造地盤（公營合約） | 4. 裝修及維修工程 | 7. 土木工程建造地盤—次承判商 |
| 2. 樓宇建造地盤（私營合約） | 5. 小型裝修及維修工程 | 8. 裝修及維修工程—次承判商 |
| 3. 土木工程建造地盤 | 6. 樓宇建造地盤—次承判商 | |

凡合乎資格報名參賽上述「建造地盤」組別內八個類別的地盤/合約工程，會自動參與競逐該類別的「最佳高處工作安全表現獎」獎項。

凡合乎資格報名參賽上述「建造地盤」組別內的「樓宇建造地盤（公營合約）」、「樓宇建造地盤（私營合約）」及「土木工程建造地盤」類別的地盤/合約工程，會自動參與競逐該類別的「最踴躍支持地盤獎」獎項。

凡合乎資格報名參賽上述「建造地盤」組別內的「樓宇建造地盤（公營合約）」、「樓宇建造地盤（私營合約）」、「土木工程建造地盤」及「裝修及維修工程」類別的地盤/合約工程，會自動參與競逐該類別的「最踴躍推動預防工作時中暑地盤獎」獎項。

(II) 安全隊伍

(III) 安全工友

參賽資格

凡香港的建造業承建商、次承判商和地盤工作人員，均可參加是次比賽，但必須符合下列參賽資格：

1. 參賽的建造地盤必須位於香港，比賽以個別地盤 / 合約工程為單位。
2. 地盤的建築工程須由註冊承建商或獲香港特區政府認可的承建商進行。這項條件並不適用於「裝修及維修工程」、「小型裝修及維修工程」、「樓宇建造地盤—次承判商」、「土木工程建造地盤—次承判商」及「裝修及維修工程—次承判商」類別的參賽者。
3. 「樓宇建造地盤（公營合約）」類別的建築工程，是指獲政府部門批出的建築工程。
4. 如參加「樓宇建造地盤（公營合約）」、「樓宇建造地盤（私營合約）」及「土木工程建造地盤」類別的比賽，所進行的建築工程應為期最少 8 個月（不包括保養期）。參賽地盤須於 2023 年 8 月 1 日至 2024 年 3 月 31 日期間有建築工程進行。
5. 如參加「樓宇建造地盤—次承判商」及「土木工程建造地盤—次承判商」類別的比賽，所進行的建築工程應為期最少 6 個月（不包括保養期）。有關地盤須於 2023 年 10 月 1 日至 2024 年 3 月 31 日期間有建築工程進行。
6. 如參加「樓宇建造地盤（公營合約）」、「樓宇建造地盤（私營合約）」、「土木工程建造地盤」、「樓宇建造地盤—次承判商」及「土木工程建造地盤—次承判商」類別的比賽，所進行的建築工程可以個別地盤 / 合約為單位。每個地盤 / 合約工程只可報名一次。
7. 如參加「裝修及維修工程」及「裝修及維修工程—次承判商」類別的比賽，所進行的建築工程可以個別地盤 / 合約為單位，而該地盤 / 合約工程應為期最少 3 個月（不包括保養期）。參賽地盤須於 2023 年 10 月 13 日至 12 月 13 日期間有建築工程進行。每個地盤 / 合約工程只可報名一次。

8. 如參加「小型裝修及維修工程」類別的比賽，所進行的建築工程應以個別合約為單位。如合約有超過一個地盤，則只有其中一個地盤可以參賽，而該參賽地盤的工人數目不可超過 10 人。有關建築工程的施工期長短並無限制，但須於 2023 年 10 月 13 日至 12 月 13 日期間有建築工程進行。每個合約工程只可報名一次。為鼓勵承建商能夠更積極參與獎勵計劃，參賽承建商可於 2023 年 10 月中旬評審工作展開後七個星期內（即 2023 年 11 月 30 日或之前）提交地盤所在地址資料，以供勞工處職業安全主任進行實地評核。
9. 在截止報名日期前的 12 個月內，參賽地盤必須沒有發生任何嚴重或致命意外，而地盤的承建商或任何次承判商亦無接獲勞工處發出的暫時停工通知書。
10. 在評審結果公布前，如參賽建築地盤發生任何嚴重或致命意外，或該地盤的承建商或任何次承判商曾接獲勞工處發出的暫時停工通知書，參賽者便會自動喪失參賽資格。
11. 「樓宇建造地盤—次承判商」、「土木工程建造地盤—次承判商」、「裝修及維修工程—次承判商」及「安全隊伍」類別比賽的參賽者，可由參加是次比賽的承建商提名，或在取得其承建商同意後自行直接報名參賽，而不論表示同意的承建商是否參加是次比賽。各安全隊伍及每名隊員只可報名或獲提名參賽一次。
12. 在截止報名日期前的 12 個月內，或在評審結果公布前的任何時間，如參賽建築地盤發生任何嚴重或致命意外，或地盤的承建商或任何次承判商曾接獲勞工處發出的暫時停工通知書，該地盤便無資格參加「次承判商」、「安全隊伍」、「最佳高處工作安全表現獎」、「最踴躍支持地盤獎」及「最踴躍推動預防工作時中暑地盤獎」類別的比賽，或自動喪失參賽資格。
13. 獲提名「安全工友」獎項的工友，不受有關地盤的參賽資格影響。然而，如獲提名「安全工友」獎項的工友涉嫌須為暫時停工通知書、嚴重或致命工傷意外負上全部或部份責任，其提名資格有可能被取消。
14. 參賽機構轄下的任何項目如發生嚴重事故而嚴重影響公眾信心及觀感，工作小組或評判團有權不頒發任何或所有獎項，該機構的參賽資格亦可能被取消。

評審方法

(I)「建造地盤」組

- 甲. 除「小型裝修及維修工程」類別外，其他「建造地盤」組比賽的評審工作分兩階段進行：

初步評審

勞工處職業安全主任會在 2023 年 10 月中旬至 11 月上旬進行初步評審。他們會實地評核參賽地盤的工作安全及健康情況，然後將評審結果提交由各籌辦機構代表組成的工作小組審核，以篩選有較佳表現的建造地盤進入最後評審。

最後評審

最後評審在 2023 年 11 月下旬至 12 月中旬進行，由勞工處及職業安全健康局代表為核心成員組成的評審小組負責，其他工作小組成員或其代表亦可加入評審小組。評審小組會評核參賽地盤的實際情況和安全管理系統，包括高處工作安全表現及推動預防工作時中暑措施表現，並將最後評審結果提交工作小組審核，然後由工作小組向評判團推薦得獎者。

- 乙. 「小型裝修及維修工程」類別的評審工作將按以下方式進行：

勞工處職業安全主任會在 2023 年 10 月中旬至 12 月中旬實地評核參賽地盤的工作安全及健康情況，包括高處工作安全表現，然後將評審結果提交由各籌辦機構代表組成的工作小組審核，由工作小組向評判團推薦得獎者。

- 丙. 「樓宇建造地盤（公營合約）」、「樓宇建造地盤（私營合約）」及「土木工程建造地盤」類別內設立的「最踴躍支持地盤獎」的評審工作將按以下方式進行：

勞工處職業安全主任會在 2023 年 10 月中旬至 12 月中旬進行評審時，同時實地評核參賽地盤及其報名參賽次承判商的工作安全及健康情況，然後將評審結果提交由各籌辦機構代表組成的工作小組審核，由工作小組向評判團推薦得獎者。

(II)「安全隊伍」組

「安全隊伍」組的評審工作分兩階段進行：

初步評審

勞工處職業安全主任會在 2023 年 10 月中旬至 11 月上旬進行初步評審。他們會實地評核各安全隊伍在建造地盤內執行安全措施和安全管理系統的表現。評審結果會提交由各籌辦機構代表組成的工作小組審核，以篩選有較佳表現的參賽隊伍進入最後評審。

最後評審

最後評審由勞工處職業安全主任在 2023 年 11 月下旬至 12 月中旬以面試形式進行，以衡量參賽安全隊伍對工作安全 and 健康的認識。評核結果會提交工作小組審核，然後由工作小組向評判團推薦得獎者。

(III)「安全工友」組

由勞工處職業安全主任進行初步評審及評審小組委員進行最後評審期間，於各參賽建造地盤內揀選在工作時有優良安全表現的工友，提名他們接受「安全工友」獎。提名名單會提交工作小組審核，然後由工作小組向評判團推薦得獎者。

評審準則

(I) 建造地盤的實地評核

建造地盤的實地評核涵蓋下列範疇：

- | | | | |
|----------------|----------------|-----------------|----------------|
| 1. 地盤整體設計 | 6. 車輛及通道的管理 | 11. 電力裝置及使用* | 16. 體力處理操作 |
| 2. 防止物料下墜措施 | 7. 工地管理 | 12. 棚架工作** | 17. 水上/岸邊建築工程 |
| 3. 高處工作/離地工作** | 8. 衛生及福利設施 | 13. 負荷物移動機械的使用 | 18. 個人防護裝備 |
| 4. 挖掘工程 | 9. 起重機械及吊運工序** | 14. 危險物質及化學品的使用 | 19. 急救設施 |
| 5. 密閉空間** | 10. 其他機械的操作 | 15. 防火措施 | 20. 建築設計及管理**# |

*/** 今年重點評核範疇 # 新增 (只適用於樓宇建造地盤(私營合約))

(II) 安全管理系統

安全管理系統涵蓋下列範疇：

- | | | | |
|----------|-------------|------------------|---------------|
| 1. 安全政策 | 5. 安全推廣 | 9. 緊急事故準備 | 13. 危險情況視察計劃 |
| 2. 安全組織 | 6. 內部安全規則 | 10. 職業健康保障計劃 | 14. 調查意外事故 |
| 3. 安全委員會 | 7. 工作危害分析 | 11. 評核、挑選及管控次承判商 | 15. 安全管理系統的檢討 |
| 4. 安全訓練 | 8. 個人防護裝備計劃 | 12. 控制意外及消除危害計劃 | |

獎項

(I) 「建造地盤」組

甲. 「建造地盤」組內各類別均設有金、銀、銅、優異獎及最佳高處工作安全表現獎，各得獎者將獲頒獎杯一座及以下面值的現金禮券：

金獎：港幣 7,000 元 銀獎：港幣 5,000 元 銅獎：港幣 3,000 元 優異獎：港幣 2,000 元
最佳高處工作安全表現獎：港幣 3,000 元

乙. 凡參與「小型裝修及維修工程」類別，如經過評審而又未能獲得任何獎項的承建商，若其表現達到既定標準，均可獲頒發「參與證書」及現金禮券**港幣1,000元**以示鼓勵。

丙. 除「小型裝修及維修工程」外，競逐「建造地盤」組內各類別的參賽者如經過最後評審而又未能獲得任何獎項，若其表現達到既定標準，則會獲頒「良好表現証書」以示鼓勵。

丁. 「建造地盤」組內的「樓宇建造地盤(公營合約)」、「樓宇建造地盤(私營合約)」及「土木工程建造地盤」類別均設有「最踴躍支持地盤獎」，上述類別的參賽者如其所屬地盤報名參賽的次承判商數目最高而同時表現達到既定標準，會得獎並獲頒獎杯一座。

戊. 「建造地盤」組內的「樓宇建造地盤(公營合約)」、「樓宇建造地盤(私營合約)」、「土木工程建造地盤」及「裝修及維修工程」類別均設有「最踴躍推動預防工作時中暑地盤獎」，各得獎者將獲頒獎杯一座及現金禮券**港幣3,000元**。

(II) 「安全隊伍」組

甲. 「安全隊伍」組獎項將設有金、銀、銅及優異獎。每隊「安全隊伍」得獎者會獲頒發獎杯一座及以下面值的現金禮券：

金獎：港幣 7,000 元 銀獎：港幣 5,000 元 銅獎：港幣 3,000 元 優異獎：港幣 2,000 元

乙. 如經過最後評審但又未能獲得任何獎項的參賽隊伍，若其表現達到既定標準，會獲頒「良好表現証書」以示鼓勵。

(III) 「安全工友」組

每名得獎工友將獲頒獎狀一張、徽章一個及現金禮券**港幣2,000元**。

報名日期：由 2023年9月14日至2023年10月4日止

報名手續

- ◆ 參加的承建商或次承判商必須符合相關的參賽資格，以個別地盤或合約單位報名參賽。
- ◆ 計劃簡介及報名表格可向勞工處職業安全及健康部各分區辦事處索取，亦可在勞工處網頁 www.labour.gov.hk 下載。
- ◆ 請把填妥的報名表格於截止日期前送達或傳真至香港中環統一碼頭道38號海港政府大樓13樓勞工處職業安全及健康部安全推廣科，或電郵至SSD-HQ@labour.gov.hk

結果公布

得獎者會於2024年3月獲個別通知。所有獎項將於2024年4月舉行的第二十四屆頒獎典禮暨嘉年華會上頒發。

查詢電話：2852 3565 傳真：2541 9952

備註

- ◆ 籌辦機構有權因應地盤性質決定參賽組別分類，各參賽地盤不得異議。
- ◆ 籌辦機構保留更改比賽規則、獎項及所有其他安排的權利，無須事先通知參賽者。
- ◆ 籌辦機構對獎勵計劃的各項事宜保留最終決定權。

Construction Industry Safety Award Scheme 2023/2024

BACKGROUND

The large-scale, territory-wide Construction Industry Safety Award Scheme (Award Scheme) is an annual event jointly organised by the Labour Department and key stakeholders of the industry since 1999, except the suspension in 2020/2021 due to the COVID-19 epidemic, to strengthen the occupational safety and health awareness in the construction sector and elevate the level of its safety culture. The Award Scheme has received the continual support and active participation of relevant parties.

With our efforts in recent years, the safety performance of the construction industry continued to improve. The number of industrial accidents and the accident rate per thousand workers in the construction industry fell from 14,078 and 198.4 in 1999 to 3,046 and 29.1 in 2022, representing a drop of 78% and 85% respectively.

Meanwhile, the construction industry is a high-risk industry, we must maintain constant vigilance all the times. In 2022, 39.2% of industrial accidents occurred on construction sites which remains to be the second highest following the food and beverage services while 68.0% of industrial fatalities occurred on construction sites which accounts for the bulk of industrial fatalities.

The Award Scheme provides a good avenue to engage different layers of the construction sector, including contractors, work site management and frontline workers, in promoting work safety and health. Hence, the Labour Department organises the 24th Construction Industry Safety Award Scheme in collaboration with the Occupational Safety and Health Council, the Development Bureau, the Hong Kong Housing Authority, the Occupational Deafness Compensation Board, the Construction Industry Council, the Pneumoconiosis Compensation Fund Board, the Hong Kong Housing Society, the Property Management Services Authority, the Hong Kong Construction Association, the Hong Kong General Building Contractors Association, the Hong Kong Construction Sub-contractors Association, The Hong Kong Federation of Electrical and Mechanical Contractors Limited, the Minor Works Contractor Association, The Hong Kong Association of Property Management Companies, the Hong Kong Construction Industry Employees General Union and The Federation of Hong Kong Electrical & Mechanical Industries Trade Unions.

Apart from the “Construction Sites” category, “Safety Teams” category and “Safe Workers” category, the “Outstanding Performance in Work-at-height Safety Award” and the “Most Active Participating Construction Sites Award” in this year’s award scheme, a brand new award namely, the “Most Active Construction Site in Boosting the Preventive Measures against Heat Stroke At Work Award” will be introduced in each of the four sub-categories under “Construction Sites” category namely “Building Sites (Public Sector)”, “Building Sites (Private Sector)”, “Civil Engineering Sites” and “Renovation and Maintenance Works” to encourage contractor to take proactive measures to promote the prevention of heat stroke at work. In order to further promote the introduction of the concept of “Construction Design and Management” in construction works under the sub-category of “Building Sites (Private Sector)” and encourage stakeholders in the construction industry taking occupational safety and health into consideration in the planning and design stages of construction works, the relevant concept will be one of the assessment criteria for that sub-category.

OBJECTIVES

The objectives of the Scheme are to raise the safety and health awareness of contractors, site personnel and workers of the construction industry; to foster a positive safety culture and encourage the adoption of safe work practices in the industry; and, through an open competition, to award contractors, site personnel and workers in recognition of their good occupational safety and health performances.

CATEGORIES OF ENTRIES

(I) Construction Sites

Competition will be divided into the following eight sub-categories according to the nature of construction work undertaken on the site:

- | | |
|-------------------------------------|---|
| 1. Building Sites (Public Sector) | 5. Minor Renovation and Maintenance Works |
| 2. Building Sites (Private Sector) | 6. Building Sites — Sub-contractors |
| 3. Civil Engineering Sites | 7. Civil Engineering Sites — Sub-contractors |
| 4. Renovation and Maintenance Works | 8. Renovation and Maintenance Works — Sub-contractors |

Every eligible entry to the above eight sub-categories under “Construction Sites” category would automatically compete for respective “Outstanding Performance in Work-at-height Safety Award”.

Every eligible entry to the three sub-categories under “Construction Sites” category namely “Building Sites (Public Sector)”, “Building Sites (Private Sector)” and “Civil Engineering Sites” would automatically compete for respective “Most Active Participating Construction Sites Award”.

Every eligible entry to the four sub-categories under “Construction Sites” category namely “Building Sites (Public Sector)”, “Building Sites (Private Sector)”, “Civil Engineering Sites” and “Renovation and Maintenance Works” would automatically compete for respective “Most Active Construction Site in Boosting the Preventive Measures against Heat Stroke At Work Award”.

(II) Safety Teams

(III) Safe Workers

ELIGIBILITY CRITERIA

All construction contractors, sub-contractors and stationed site personnel that undertake construction work in Hong Kong are welcome to participate in the competition provided that they meet the following eligibility criteria:

1. The construction site is located in Hong Kong and the competition is on site/contract basis.
2. The construction work conducted on the site must be carried out by a registered contractor or contractor approved by the HKSAR Government. This condition does not apply to entries under the sub-categories of “Renovation and Maintenance Works”, “Minor Renovation and Maintenance Works”, “Building Sites — Sub-contractors”, “Civil Engineering Sites — Sub-contractors” and “Renovation and Maintenance Works — Sub-contractors”.
3. The construction work for entries under the sub-category of “Building Sites (Public Sector)” refer to those work awarded by government departments.
4. For entries under the sub-categories of “Building Sites (Public Sector)”, “Building Sites (Private Sector)” and “Civil Engineering Sites”, the construction work undertaken shall last for at least 8 months excluding the Defects Liability Period. The site shall have construction work undertaken during the period from 1 August 2023 to 31 March 2024.
5. For entries under the sub-categories of “Building Sites — Sub-contractors” and “Civil Engineering Sites — Sub-contractors”, the construction work undertaken shall last for at least 6 months excluding the Defects Liability Period. The site shall have construction work undertaken during the period from 1 October 2023 to 31 March 2024.
6. For entries under the sub-categories of “Building Sites (Public Sector)”, “Building Sites (Private Sector)”, “Civil Engineering Sites”, “Building Sites — Sub-contractors” and “Civil Engineering Sites — Sub-contractors” the construction work undertaken can be on site/contract basis. Each site/contract can only be enrolled once.

7. For entries under the sub-categories of “Renovation and Maintenance Works” and “Renovation and Maintenance Works — Sub-contractors”, the construction work undertaken can be on site/contract basis. The work duration of the participating site/contract shall last for at least 3 months excluding the Defects Liability Period. The site shall have construction work undertaken between the period from 13 October to 13 December 2023. Each site/contract can only be enrolled once.
8. Entries to the sub-category of “Minor Renovation and Maintenance Works” shall be on contract basis. For a contract with more than one site, only one site shall enter the competition. The competing site shall have no more than 10 workers. There is no restriction on the duration of the construction work but there shall be construction work undertaken during the period from 13 October to 13 December 2023. Each contract can only be enrolled once. To encourage their participation, the deadline for submitting sites for assessment for the contractors under the said sub-category will be extended for seven weeks after the beginning of the assessment period (i.e. 30 November 2023) to let the Occupational Safety Officers of the Labour Department carry out the physical site assessment.
9. No serious or fatal accident has happened on the construction site and no Suspension Notice has been served by the Labour Department on any contractor or sub-contractor of the construction site in the 12 months preceding the enrolment deadline.
10. An entry will automatically be disqualified if a serious or fatal accident has happened on the construction site, or a Suspension Notice has been served by the Labour Department on any contractor or sub-contractor of the construction site at any time before the announcement of the assessment results.
11. Entries to the sub-categories of “Building Sites — Sub-contractors”, “Civil Engineering Sites — Sub-contractors”, “Renovation and Maintenance Works — Sub-contractors” and “Safety Teams” can either be nominated by their contractors who also take part in the competition or they may enrol directly on their own subject to obtaining the consent from their contractors, irrespective of whether the consenting contractors have taken part in the competition. A safety team and every individual team member can only enrol or be nominated once in the “Safety Teams” Award.
12. If in the 12 months preceding the enrolment deadline or at any time before the announcement of assessment results, a serious or fatal accident has happened on the construction site or a Suspension Notice has been served by the Labour Department on any contractor or sub-contractor of the construction site, the entry for the categories of the “Sub-contractors”, “Safety Teams”, “Outstanding Performance in Work-at-height Safety”, “Most Active Participating Construction Sites” and “Most Active Construction Site in Boosting the Preventive Measures against Heat Stroke At Work Award” of the site will not be eligible for the competition or be automatically disqualified.
13. Workers identified for “Safe Workers” awards are not affected by the eligibility of the construction site. Indeed, if the nominated “Safe Worker” is found holding responsibility partly or fully in serious accident, fatal accident, or Suspension Notice served by the Labour Department, he/she may result in disqualification from the nomination.
14. If a serious incident has happened in any project of the participating company causing serious effects in public confidence and perception, the Adjudication Panel reserves the right to withhold any or all awards of the company and its entry may risk disqualification.

ASSESSMENT SCHEME

(I) Construction Sites Awards

- (a) Except the sub-category of “Minor Renovation and Maintenance Works”, the assessment of all sub-categories of the “Construction Sites” will be conducted in the following two phases:

Preliminary Assessment

In the preliminary assessment, Occupational Safety Officers of the Labour Department will carry out physical site assessment to evaluate the safety and health conditions of the construction sites from mid-October to early November 2023. The assessment results will be submitted to the Working Group, comprising members of the organising parties, for shortlisting the better performers to enter the final assessment.

Final Assessment

The final assessment will be conducted from late November to mid-December 2023 by an assessment team comprising representatives from the Labour Department and the Occupational Safety and Health Council as core members. Working Group members of all co-organisers or their representatives may also join the assessment team. The assessment team will assess the physical site conditions including the work-at-height safety performance and the performance of boosting the preventive measures against heat stroke at work, and safety management system of the construction sites. The final assessment results will be submitted to the Working Group for consideration. The Working Group will then forward its recommendations on the awards to the Adjudication Panel.

- (b) The assessment of the sub-category of “Minor Renovation and Maintenance Works” will be conducted as follows:
Occupational Safety Officers of the Labour Department will carry out physical site assessment to evaluate the safety and health conditions of the construction sites including the work-at-height safety performance during the period from mid-October to mid-December 2023. The assessment results will be submitted to the Working Group, comprising members of the organising parties for consideration. The Working Group will then forward its recommendations on the awards to the Adjudication Panel.
- (c) The assessment of the “Most Active Participating Construction Sites” awards competition of the sub-categories of “Building Sites (Public Sector)”, “Building Sites (Private Sector)” and “Civil Engineering Sites” will be conducted as follows:
Occupational Safety Officers of the Labour Department will carry out physical site assessment to evaluate the safety and health conditions of the construction sites from mid-October to mid-December 2023. Together with the assessment results, enrolment condition will be submitted to the Working Group, comprising members of the organising parties. The Working Group will then forward its recommendations on the awards to the Adjudication Panel.

(II) Safety Teams Awards

The “Safety Teams” awards competition will be conducted in the following two phases:

Preliminary Assessment

In the preliminary assessment, Occupational Safety Officers of the Labour Department will carry out physical site assessment to evaluate the actual performance of the safety teams in the implementation of safety measures and safety management system practised on the construction site from mid-October to early November 2023. The assessment results will be submitted to the Working Group, comprising members of the organising parties, for shortlisting the better performers to enter the final assessment.

Final Assessment

In the final assessment, Occupational Safety Officers of the Labour Department will conduct interviews with members of the safety teams to assess their knowledge on safety and health at work from late November to mid-December 2023. The overall assessment results will be submitted to the Working Group for consideration. The Working Group will then forward its recommendations on the awards to the Adjudication Panel.

(III) Safe Workers Awards

Winners of “Safe Workers” awards will be selected at the time when Occupational Safety Officers of the Labour Department and assessment team members performing the physical site assessments. Selection criteria will be based on the workers’ good safety performance. The list of “Safe Workers” recommended for awards will be submitted to the Working Group for consideration. The Working Group will then forward its recommendations on the awards to the Adjudication Panel.

ASSESSMENT CRITERIA

Physical Site Conditions

Assessment criteria will cover the following areas:

- | | | |
|---------------------------------------|--|---|
| 1. Overall site layout | 8. Sanitary and welfare facilities | 15. Fire preventive measures |
| 2. Control of falling objects | 9. Lifting appliances and lifting operations** | 16. Manual handling operations |
| 3. Work at height/Work above ground** | 10. Use of machinery | 17. Construction work over/near Water |
| 4. Excavation | 11. Electrical installation and application* | 18. Personal protective equipment |
| 5. Confined space** | 12. Scaffolding** | 19. First aid facilities |
| 6. Site traffic control | 13. Use of loadshifting machinery | 20. Construction Design and Management**# |
| 7. Site housekeeping | 14. Use of dangerous substances and chemicals | |

*/** Focus areas for this year's assessment # New (Only applicable to Building Sites (Private Sector))

Safety Management System

Assessment criteria will cover the following areas:

- | | | |
|------------------------|---|---|
| 1. Safety policy | 6. In-house safety rules | 11. Evaluation, selection and monitoring of sub-contractors |
| 2. Safety organisation | 7. Evaluation of job hazards | 12. Accident control and hazards elimination programme |
| 3. Safety committee | 8. Personal protective equipment programme | 13. Inspection programme for hazardous conditions |
| 4. Safety training | 9. Emergency preparedness | 14. Investigation of accidents and incidents |
| 5. Safety promotion | 10. Occupational health assurance programme | 15. Review of the safety management system |

TYPES OF SAFETY AWARDS

(I) Construction Sites Category

- (a) Awards for each sub-category of competition will comprise the Gold, Silver, Bronze, Meritorious and Outstanding Performance in Work-at-height Safety. Winners of each type of these awards will be presented with a trophy and a cash coupon of the following values:

- | | |
|--|--------------|
| - Gold prize | : HK\$7, 000 |
| - Silver prize | : HK\$5, 000 |
| - Bronze prize | : HK\$3, 000 |
| - Meritorious prize | : HK\$2, 000 |
| - Outstanding Performance in Work-at-height Safety Award | : HK\$3, 000 |

- (b) Those entries of the “Minor Renovation and Maintenance Works” sub-category which have undergone the assessment and do not win any prize in the competition will be awarded a cash coupon of **HK\$1,000** and the **“Certificate of Appreciation”** for encouragement on condition that their performances have reached the set standard.
- (c) Apart from the “Minor Renovation and Maintenance Works” sub-category, those entries of other sub-categories of the Construction Sites category which have undergone the final assessment and do not win any prize in the competition will be awarded the **“Certificate of Good Performance”** for encouragement on condition that their performances have reached the set standard.
- (d) The **“Most Active Participating Construction Sites Award”** will be available to the entries of the three sub-categories under “Construction Sites” category namely “Building Sites (Public Sector)”, “Building Sites (Private Sector)” and “Civil Engineering Sites”. The winners of the three sub-categories will each be presented with a trophy on condition that they have the highest number of sub-contractor contestants in the sub-categories and their performances are good.
- (e) The **“Most Active Construction Site in Boosting the Preventive Measures against Heat Stroke At Work Award”** will be available to the entries of the four sub-categories under “Construction Sites” category namely “Building Sites (Public Sector)”, “Building Sites (Private Sector)”, “Civil Engineering Sites” and “Renovation and Maintenance Works”. The winners of the four sub-categories will each be presented with a trophy and a cash coupon of **HK\$3, 000**.

(II) Safety Teams Category

- (a) The awards will comprise the Gold, Silver, Bronze and Meritorious prizes. Winners of the “Safety Teams” awards will each be presented with a trophy and a cash coupon of the following values per team:
- | | | | |
|---------------------------|-----------------------------|-----------------------------|----------------------------------|
| - Gold prize : HK\$7, 000 | - Silver prize : HK\$5, 000 | - Bronze prize : HK\$3, 000 | - Meritorious prize : HK\$2, 000 |
|---------------------------|-----------------------------|-----------------------------|----------------------------------|
- (b) Those entries of the “Safety Teams” category which have undergone the final assessment and do not win any prize in the competition will be awarded the **“Certificate of Good Performance”** for encouragement on condition that their performances have reached the set standard.

(III) Safe Workers

Each worker selected for the “Safe Workers” award will be presented with a **HK\$2, 000** cash coupon, a certificate and a badge.

PERIOD FOR ENROLMENT : 14 September 2023 - 4 October 2023

ENROLMENT PROCEDURES

- ◆ The participating contractors or sub-contractors should enter the competition on either individual site or contract basis in accordance with the respective specification of the eligibility criteria.
- ◆ The brief introduction and the enrolment forms of the Award Scheme can be obtained from all offices of the Occupational Safety and Health Branch, Labour Department; they can also be downloaded from the website of the Labour Department at www.labour.gov.hk
- ◆ The completed enrolment form should reach the Safety Promotion Division, Occupational Safety and Health Branch, Labour Department at 13/F., Harbour Building, 38 Pier Road, Central, Hong Kong before the deadline, or email to SSD-HQ@labour.gov.hk

ANNOUNCEMENT OF RESULTS

Winners of the competition will be notified individually in March 2024. All prizes will be presented in the 24th Award Presentation Ceremony cum Fun Day to be held in April 2024.

ENQUIRY : 2852 3565 FAX NUMBER : 2541 9952

NOTE

- ◆ The organisers reserve the right to classify the categories of entry.
- ◆ The organisers reserve the right to make any changes to the rules, prizes and all other arrangements without prior notice to the contestants.
- ◆ The organisers reserve the right to make the final decision on any other matters about the Award Scheme.

(參加的承建商必須符合相關的參賽資格條件，以個別地盤或合約單位報名參賽。The participating contractors should enter the competition on either individual site or contract basis in accordance with the respective specification of the eligibility criteria.)

小型裝修及維修工程
(工人數目不可超過十人)
Minor Renovation and Maintenance Works
(works shall have no more than 10 workers)

☐ (公營合約)
(Public Sector) ☐ (私營合約)
(Private Sector)

I. 參賽次承判商資料 Particulars of Sub-contractor

(參加的次承判商必須符合相關的參賽資格條件,以個別地盤或合約單位報名參賽。另外,次承判商必須取得地盤承建商提名或同意,才可參賽。The participating sub-contractors should enter the competition on either individual site or contract basis in accordance with the respective specification of the eligibility criteria. Entries for the "Sub-contractors" Awards must obtain the nomination or consent from their contractors for their enrolments.)

次承判商名稱: _____ (中文)

Name of Sub-contractor: _____ (英文)

在地盤內負責的工程: _____ (中文)

Responsible Works in the Construction Site: _____ (英文)

通訊地址: _____ (中文)

Correspondence Address: _____ (英文)

地盤所在地址: _____ (中文)

Site Address: _____ (英文)

開工日期: _____ 完工日期: _____

Work Commencement Date: _____ Work Completion Date: _____

公司負責人姓名: _____ (中文) 職位: _____ (中文)

Name of Company Officer-in-charge: _____ (英文) Post: _____ (英文)

聯絡電話: _____ 地盤電話: _____ 傳真: _____

Contact Tel: _____ Site Tel: _____ Fax: _____

地盤負責人姓名: _____ (中文) 職位: _____ (中文)

Name of Site Officer-in-charge: _____ (英文) Post: _____ (英文)

手提電話: _____ 電郵地址: _____

Mobile: _____ E-mail Address: _____

建造地盤類別〔請選擇下列其中一項〕:
Nature of Site (Please choose one of the following):

樓宇建造地盤 — 次承判商 ☐ (公營合約) ☐ (私營合約)
Building Sites - Sub-contractors ☐ (Public Sector) ☐ (Private Sector)

土木工程建造地盤 — 次承判商 ☐ (公營合約) ☐ (私營合約)
Civil Engineering Sites - Sub-contractors ☐ (Public Sector) ☐ (Private Sector)

裝修及維修工程 — 次承判商 ☐ (公營合約) ☐ (私營合約)
Renovation and Maintenance Works - Sub-contractors ☐ (Public Sector) ☐ (Private Sector)

II. 地盤承建商提名/同意書 Nomination/Consent from Contractor

(由地盤承建商填寫 To be completed by contractor)

本人*提名/同意上述次承判商報名參賽「建造業安全獎勵計劃2023/2024」

I hereby *nominate/consent the above sub-contractor for enrolment of the Construction Industry Safety Award Scheme 2023/2024.

地盤承建商名稱: _____ (中文)

Name of Contractor: _____ (英文)

工程名稱: _____ (中文)

Project Title: _____ (英文)

地盤所在地址: _____ (中文) 聯絡電話: _____

Site Address: _____ (英文) Contact Tel: _____

授權簽名: _____ 公司印鑑: _____

Authorised Signature: _____ Company Chop: _____

(_____) (姓名及職位 Name & Post)

I. 參賽安全隊伍資料 Particulars of Safety Team

(安全隊伍必須取得地盤承建商提名或同意,才可報名參賽。每名隊員只可報名或獲提名參賽一次。Entries for the "Safety Teams" award must obtain the nomination or consent from their contractors for their enrolments. Every individual team member can only enrol or be nominated once in the "Safety Teams" Award.)

安全隊伍主管姓名: (中文) 職位: (中文)
Name of Officer-in-charge of the Safety Team: (英文) Post: (英文)

安全隊伍所屬承建商/次承判商*名稱: (中文)
Name of the Contractor /Sub-contractors* of the Safety Team: (英文)

聯絡電話: 傳真: 電郵地址:
Contact Tel: Fax: E-mail Address:

安全隊伍成員姓名 Name of Members of Safety Team	職位 Post	聯絡電話 Contact Tel

II. 地盤承建商提名/同意書 Nomination/Consent from Contractor

(由地盤承建商填寫 To be completed by contractor)

本人*提名/同意上述安全隊伍報名參賽「建造業安全獎勵計劃2023/2024」

I hereby *nominate/consent the safety team for enrolment of the Construction Industry Safety Award Scheme 2023/2024.

地盤承建商名稱: (中文)
Name of Contractor: (英文)

工程名稱: (中文)
Project Title: (英文)

地盤所在地址: (中文) 聯絡電話: (中文)
Site Address: (英文) Contact Tel: (英文)

授權簽名: 公司印鑑:
Authorised Signature: Company Chop:

(

)(姓名及職位Name & Post)

* 請刪去不適用者 Please delete as appropriate