



HALF-DAY WORKSHOP ON MINOR WORKS CONTROL SYSTEM IN STRUCTURAL STEELWORKS

Organized by
Hong Kong Institute of Steel Construction

Supported by
Joint Structural Division, Hong Kong Institution of Engineers
Department of Civil and Environmental Engineering, The Hong Kong Polytechnic University

Sponsored by
Wo Lee Steel Company Limited

Date:	2 June 2017 (Friday afternoon)
Venue:	Room N002, The Hong Kong Polytechnic University, Hung Hom, Kowloon
Time	1:45 pm (registration) for 2:15 pm to 5:45 pm

Scope and Objectives

In addition to the prevailing system under which prior approval and consent of the Building Authority have to be sought for carrying out building works, the Minor Works Control System ("MWCS"), a set of simplified prescribed requirements, is enacted under the Buildings Ordinance since December 2010.

The category of building works, namely "minor works" and a new register of "registered minor works contractors" ("RMWCs") for carrying out such minor works, have been introduced under the BO. Minor works are classified into three classes (namely Class I, II & III) according to their nature, scale and complexity as well as the risk to safety they pose. Under each class of minor works, works are further classified into 7 types that correspond to the specialization of the works in the industry. Meanwhile, there are 144 minor works items under the MWCS.

Prescribed Building Professionals (PBP) appointed in respect of any Class I minor works is required to provide a copy of the prescribed plans, details of the works and supervision plan (as required) submitted under the simplified requirements to the Prescribed Registered Contractor (PRC) on site.

Where a supervision plan is required, the PBP and PRC are reminded to comply with the requirements under the Technical Memorandum for Supervision Plans (TM) and the Code of Practice for Site Supervision.

Unlike the "centralized processing of building plans", the documents submitted to the BD for the carrying out of minor works under the simplified requirements and for the inspection and certification of PB/BW will **not** be referred to other government departments. If the proposed minor works involves the jurisdictions of other government departments, the PBP or PRC should consult and obtain necessary approval or consent from the relevant government departments accordingly.

All submissions under the simplified requirements and for the inspection and certification of PB/BW are free of charge.

The workshop is tailor-made for building professionals and practitioners who would like to engage with MWCS works from application for inclusion in the Minor Works Contractors' Register to acquisition of requisite performance as Minor Works Contractors relating to structural steel works.

The speaker of the seminar is Mr. Bishop W K Chung, an Authorized Person (List of Surveyors) and a part-time lecturer in the Construction Industry Council (CIC) with profound knowledge and experience in the Minor Works Control System under the Buildings Ordinance (BO).

Official Language

English will be the official language medium of the seminar.

Fees & Registration

The registration includes a copy of the lecture notes, a CPD certificate and tea refreshment.

Should you have any query, please do not hesitate to contact Mr. Sam CHAN at samchan@hkisc.org.

Programme

Time	Programme
1:45 pm	Registration
2:15 pm	Brief introduction of Minor Works Control System Application for inclusion in the Contractors' Register under the Minor Works Control System related to structural steelworks
3:45 pm – 4:00 pm	Tea break
4:00 pm	Required performance of Minor Works Contractor related to structural steelworks
5:30 pm	Q & A
5:45 pm	Collection of CPD Certificate

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REGISTRATION FORM (To be replied on or before 29 May 2017)

Please follow the 2-step registration procedure:

1. Fax the completed registration form to *Mr Sam CHAN* (Fax: 852-2334 6389) for preliminary registration.
2. Post the completed registration form within 7 days together with a crossed cheque payable to **Hong Kong Institute of Steel Construction Limited** to *Mr Sam CHAN*, at:

The Hong Kong Institute of Steel Construction
c/o Room ZS972, Department of Civil and Environmental Engineering,
The Hong Kong Polytechnic University, Hunghom, Kowloon, Hong Kong.

on or before the deadline.

Registration rates are devised as follows: -

Registration Fee	HKISC member	HKIE member or Group of 5 +	Non-member
		HK\$ 600	HK\$ 700

To: Mr Sam CHAN

Fax: 852- 2334 6389

Personal Details:

Title	Name in full (Block Letter)	Name of Company	Tel.	E-mail address	Institution/ Membership No.
1.					
2.					
3.					
4.					
5.					

1.	2.	Item	Total no. of registration	Sub-total
3.	4.	5. Regular registration (Member*price)	_____ person(s)	= HK\$ _____
6.	7.	8. Regular registration (Non-member price)	_____ person(s)	= HK\$ _____

Postal Address (for official receipt): _____

I enclose a crossed cheque (no. _____) with a sum of HK\$ _____ for the registration fee of the captioned Workshop.

Signature: _____ Date: _____

CPD Certificate of Attendance Please tick the appropriate box to indicate your choice:

Yes, I/ we would like to have CPD certificate(s).

Not request for certificate(s).