

Circular (17) Safety Measures on On-site Construction / Dismantling Work

In order to maintain the site safety of events held at the Hong Kong Convention & Exhibition Centre, with immediate effect, a new safety measure has been implemented. This new measure is in-line with the relevant regulations implemented by **Labour Department** and **Occupational Safety & Health Council**. Details are as below: -

- 1) Strictly for safety purposes, **the use of ladders in excess of 2 metres in height is prohibited** within the HKCEC by persons working in association with a Scheduled Exhibition. If the construction/dismantling work is carried out at a level over 2 metres or more above the ground, contractors should use high reach equipment, such as, metal scaffolding. In addition, the scaffold shall not be used on a construction site unless the Form 5 report has been made by a competent person. This form should be displayed in a prominent location of the scaffold (sample of the form is attached for reference), specifying the location, the extend of the scaffold on the site and includes a statement to the effect that the scaffold is in safe working order, strength and stability.
- 2) All Licensees and person requiring admission to the Licensed Area for any reasons in connection with building-up or breaking-down of the exhibition stands or for any activities will require **wearing Reflective Vest**.
- 3) Workers are required to **wear safety belt** while construction activities are carried out at 2 metres or more above the ground.
- 4) If this rule is not observed, HKCEC and the HKTDC will have the right to stop the relevant construction activity immediately.

You are kindly requested to comply with the above safety measure and inform your contractor accordingly. If you need further information, please feel free to contact Mr Abel Kwan at (852) 2240-5466. You may also visit the website at: www.labour.gov.hk/eng/public/content2_8b.htm for the Code of Practice for Metal Scaffolding Safety.

通告 (17) 展覽活動施工場地安全守則

為確保展覽活動施工場地安全，香港會議展覽中心將根據勞工處及職業安全健康局的有關規例切實執行安全措施及管理，即時生效，詳情如下：

- 1) 為確保安全，**禁止任何人士**於展覽期間在香港會議展覽中心內**使用高度**金屬棚架。對於所有在離地2米或以上高度進行的攤位蓋建或拆卸工程，承建商必須使用金屬棚架等高空工作設備。於建築工地使用棚架者，必須由合資格人士提交《表格五》報告（隨附表格樣本以供參考）。該表格須於棚架當眼處展示，列明棚架的位置及範圍，並登載聲明表示棚架的堅穩程度合乎施工安全標準。
- 2) 任何獲授權或獲准進入租用攤位範圍，進行展覽攤位蓋建、拆卸或其他任何活動的人士，一律**必須穿上反光背心**。
- 3) 於距離地面2米或以上高度施工的工人**必須配戴安全帶**。
- 4) 如有違規者，香港會議展覽中心及香港貿發局有權立即制止有關搭建工程進行至符合安全標準。

請參展商注意及遵守有關規定並通知承建商。如需獲取更多資料，請致電(852)2240 5466 與關先生聯絡。參展商亦可上網瀏覽《金屬棚架安全守則》，網址：www.labour.gov.hk/eng/public/content2_8b.htm