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**Minutes**

**for the IPAF HK Regional Council Meeting  
 of the International Powered Access Federation  
 held at Modern (Int) Access & Scaffolding Ltd,  
 on 18<sup>th</sup> April 2019 at 10:00 a.m**

HKRC Chairman: Tony Small

1	Tony Small	Gammon Construction Limited
2	Ken Tsang	Modern (International) Access Scaffolding Ltd
3	Nice Wu	Shing Fung Engineering & Equipment Ltd
4	Ed Wu	Shing Fung Engineering & Equipment Ltd
5	Raymond Wat	IPAF
6	Geoffrey Lee	Modern (International) Access Scaffolding Ltd
7	<i>Tomie Chan</i>	<i>Haulotte Trading Ltd</i>
8	<i>Krist Li</i>	<i>JLG Industries</i>
9	<i>Howard Wong</i>	<i>Chicardo Investment Limited</i>
10	<i>Glenn Ho</i>	<i>Terex AWP Hong Kong</i>
11	<i>Rain Ku</i>	<i>Honor Us Equipment (HK) Ltd</i>

*This meeting will be conducted in accordance to the IPAF Corporate Compliance Policy and relevant competition and antitrust laws. There will be no discussion of any information which is commercially sensitive or confidential. By signing the attendance sheet at the start of the meeting, each attendee will be agreeing to abide by the Policy.*

**1. Absent with apologies**

Rain, Glenn, Mr Cheung of Honor Us, Terex AWP, and Chicardo respectively were absent with apologies.

**2. Review of previous meeting minutes**

Mr. Tony Small reviewed the IPAF HKRC Formation meeting minutes during the meeting. No actions were mentioned in the formation meeting as it was held to discuss on the direction of the council.

**3. Matters Raised**

The meeting was held to discuss the following matters:

- i. MTR joining the IPAF HKRC
- ii. Possible Collaborations with Existing Associations
- iii. Local Association
- iv. Membership Benefits
- v. Current Issues in the Hong Kong market

vi. Proposed Activities for the region

**4. MTR joining the IPAF HKRC**

Mr. Tony Small mentioned on MTR's interest in joining the council.

**VOTING for MTR joining IPAF HKRC:** All present members **agreed** for MTR to join IPAF HKRC.

**ACTION:** IPAF to write an invitation letter and process MTR's IPAF membership.

**5. Possible Collaborations with Existing Associations**

i. Hong Kong Airport Authority (HKAA)

Mr. Tony proposed for IPAF to be in contact with HKAA. There may be possibilities of HKAA and IPAF HKRC collaborations in the future. Mr. Tony Small mentioned on HKAA have interest on provisional in-house training. As the airport project is in its initial stages, it may be too early to have the HKAA on board IPAF HKRC. However, it was agreed that IPAF shall start lobbying with the HKAA.

**ACTION:** Members to provide contact person for IPAF to liaise with for lobbying.

ii. Hong Kong Contractors Association (HKCA)

Mr. Tony Small informed the council on the HKCA's active meetings of late. Mr. Ken Tsang and Ms. Nice Wu, were both present at their meeting last December. They informed that the HKCA approached them (and other rental companies) to help the HKCA on the drafting of a Best Practice. Mr. Tony Small enquired if there is possible involvement of IPAF in the HKCA best practice. Ms. Nice Wu then said that the classification of the machines is different from that of IPAF, which is of ISO standards. Presently, the drafting committee of the said Best Practice is looking at having consultants after the best practice is drafted.

Mr. Raymond Wat explained that IPAF is a members' association that is in the region to assist its members without the means to push any sort of training. He added that the IPAF HKRC is formed by all the different stakeholders in the industry, which is the best to promote safety. Feedback is needed from IPAF HKRC if IPAF should be representing the IPAF HKRC to be in talks with HKCA.

Mr. Tony Small seconded that IPAF's role is to represent its members, and it is up to the members to decide if they would want IPAF to represent them.

**ACTION:** Mr. Tony Small to talk to Brad Lin (HKCA Chairman) on this issue, and to see how IPAF can be involved in the Best Practice drafting.

## 6. Local Association

Mr. Raymond Wat mentioned that there has been plans on local members wanting to form a local association, with the same objectives as IPAF. He explained again that IPAF exist to help its members, and if there is a local association that is setting up with the same objectives, IPAF can focus on other areas such as member benefits, educational activities regarding safety, etc.

Mr. Ken Tsang mentioned that the rental company union is still amid forming but it has not been officially established. The objective of the union is to protect the interest of the rental companies. Presently, they are addressing the problem of having additional accessories for the MEWPs. However, what is being done or discussed in the formation meetings is unclear.

NO ACTION NEEDED.

## 7. Members Benefits

Mr. Raymond Wat shared on members' benefits that is in plan for Singapore, such as bulk purchase of insurance and other discounts. There are limited existing IPAF membership benefits as they are mainly for UK. Mr. Raymond will be in talks with IPAF UK throughout the year to see which existing benefits can be extended to the international members as well.

Mr. Raymond Wat suggests for members to propose benefits that are needed in the Hong Kong industry.

### Insurance

Mr. Tony raised a question to the council if it was difficult to get insurance for the machines. He also shared that the insurance for all job sites are covered by the client, which will cover all risks. Though the insurance industry in Hong Kong will be going through changes due to the case of QBE, there is no issue with regards of members getting insurance for their machines. Thus, it will be not a useful effort for IPAF to explore insurance for its members.

**ACTION:** Members to suggest more benefits for IPAF to explore.

## 8. Current Issues

### i. Scissors Guard

Mr. Ken Tsang mentioned on the different requirements for the different sites in Hong Kong. Even though there have been letters from the manufacturers stating that the scissors guards are unnecessary, the safety officers at the job sites insisted on the installation of the guards.

Mr. Raymond Wat explained that such accessories exist because of the previous European design standards, which requires an additional scissors guard. However, through revisions, the installation of such guards has been removed as it hinders the job of the servicemen/technician and pre-use inspection checks. New European design standards has included the design to re-activate the descend controls upon reaching its final 1.5-2.0 metres.

Mr. Tony suggested for IPAF to create an awareness piece to address the issue by including the history of such guards.

**ACTION:** IPAF to create an awareness piece to address the scissors guard issue.

ii. Guard Poles

Mr. Ken Tsang also shared with the council on the installation of guard poles with limit switches on the booms. These guard poles are said to be two-metres high.

Mr. Raymond explained that the bypassing of the main controls to connect the limit switches will not hold the manufacturers responsible for any damages done to the controls.

Mr. Tony Small suggests having a dialogue with the main contractors to have them understand the issues.

**ACTION:** IPAF to arrange a session with the main contractors for them to understand the issues surrounding the additional accessories.

iii. Platform nettings for Boom Lifts

It is also an issue in Hong Kong for the installation of nettings in the platform of a boom lift. This may affect the wind load of the machine. Mr. Raymond Wat shared that Nationwide, a rental company in the U.K., assigned a professional engineer to calculate and certify the addition.

**ACTION:** IPAF to write up a bulletin/ information piece to address the issue.

## 9. Proposed Activity

With consideration of the current issues in the “add-ons”, Mr. Raymond Wat proposed to have a seminar with the safety officers of the main contractors.

**To be discussed next meeting:** Time reference for the seminar

## 10. Next Meeting

An IPAF Hong Kong members’ meeting will be held on the 18<sup>th</sup> April 2018 from 10:30a.m. to 12:30 p.m. at Gammon Constructions Limited -all Hong Kong members will be invited to this meeting.

The next IPAF HKRC meeting will be held on the 18<sup>th</sup> April 2018, 2:00 p.m. at Gammon Constructions Limited.