



# CIC Outstanding Contractor Award 2024

## Marking Scheme for the Category of Major Contractor

### SAFETY CULTURE (20 marks)

1.1 Demonstrate how the Company built up or improve the safety culture		Max Marks
▪ Safety policy	Evidence of staff (site and administration staff) awareness of the organisation safety policy	20
▪ Policy to the Design for Safety	Existence of policy to the design for safety and its implementation within the organization	
▪ Implementation of good practices in safety management	Evidence of (i) conducting the dynamic risk assessment and field control briefing, (ii) safety control of managerial staff, (iii) implementation of fatal zone control, (iv) temporary works management, etc.	
▪ Lessons learnt to improve safety	Evidence of lessons learnt from safety incidents (i.e. sharing by conduct seminar / workshop)	
1.2 Demonstrate how the Company integrates digital solutions for enhanced site safety		
▪ Use of innovative digital solution or technologies to improve site safety	Illustrate what innovation has been introduced in and how to improve the safety management through the adoption of digital solutions or tools in the project such as Smart Site Safety System (4S)	
1.3 Demonstrate how the Company establishes and maintains a robust safety record		
▪ Safety record	Company's safety record, including the number of incidents, implementation of preventive measures, and safety performance trends over the preceding three years	



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**CORPORATE INNOVATION (16 marks)**

2.1 Describe the Company's culture which embraces change and innovation to continuously enhance its operations		Max Marks
<ul style="list-style-type: none"> <li>Policy on innovation</li> </ul>	Comprehensiveness of policies to promote innovation and technologies with a view to enhancing built quality, efficiency and environmental performance	16
<ul style="list-style-type: none"> <li>Senior management involvement</li> </ul>	Evidence of active involvement of senior management to embrace technologies	
<ul style="list-style-type: none"> <li>Process re-engineering</li> </ul>	Evidence of willingness to change from traditional construction methods, processes or system that would drive the application of technologies such as MiC, MiMEP, robotics, etc.	
2.2 Provide examples of innovation or new technologies implemented in the course of the Company's operation		
<ul style="list-style-type: none"> <li>Innovative technologies implementation</li> </ul>	Innovations or new technologies implemented on construction projects or internal operations	
<ul style="list-style-type: none"> <li>Unsuccessful case with lessons learnt</li> </ul>	Evidence of lessons learnt from failed deployment of innovation and new technologies	
2.3 Provide a quantitative assessment of how the adoption of innovation or new technologies has improved the Company's performance		
<ul style="list-style-type: none"> <li>Quantitative assessment on performance improvement</li> </ul>	Labour reduction, process time reduction, financial saving, carbon emission reduction, safety improvement, quality improvement	
2.4 List of awards and recognition received relating to innovation		
<ul style="list-style-type: none"> <li>International award</li> </ul>	Each international award from a recognised organisation	
<ul style="list-style-type: none"> <li>Local award</li> </ul>	Each local award from a recognised organization (e.g. CIC Construction Innovation Award, BIM Award, etc.)	



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**PROFESSIONALISATION (16 marks)**

3.1 Describe the Company's initiatives to nurture professionalism within the organisation		Max Marks
<ul style="list-style-type: none"> <li>Staff development scheme</li> </ul>	Provide in-house training, financial assistance and / or time-off for outside training	16
<ul style="list-style-type: none"> <li>Support for continuous professional development</li> </ul>	Provide financial assistance or time-off	
<ul style="list-style-type: none"> <li>Structured professional training</li> </ul>	Provide structured training (e.g. HKIE Scheme A)	
3.2 Staff professional qualification (% of permanent staff)		
<ul style="list-style-type: none"> <li>Type of Professional</li> </ul>	Construction professional (e.g. HKIE, HKIS) Registered Safety Auditor CIC-Certified BIM Manager / BIM Coordinator Other professional (e.g. lawyer, accountant, NEC professionals)	
3.3 Describe how the Company conducts its operations with professionalism		
<ul style="list-style-type: none"> <li>Policies and practices on project management</li> <li>Policies and practices on procurement / cost control / inventory control</li> <li>Policies and practices on safety management</li> <li>Policies and practices on quality management</li> <li>Policies and practices on subcontractor management</li> </ul>	Comprehensiveness of the respective policies and effectiveness in the related aspects (e.g. adopt relevant standards, guidelines and reference materials of CIC, engage Registered Specialist Trade Contractors and Registered Subcontractors of CIC etc.)	



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**PROFESSIONALISATION (16 marks)**

<b>3.3 Describe how the Company conducts its operations with professionalism (cont'd)</b>		
▪ Policies and practices on proactive risk and dispute management		
▪ Policies and practices on stakeholder management		
▪ Policies and practices on BIM standards		
<b>3.4 Describe how the Company has contributed to elevating the professionalism of the local construction industry</b>		
▪ Introduction of overseas best practices	Evidence of the introduction of overseas best practices	
▪ Knowledge sharing	Evidence of knowledge sharing session	
<b>3.5 List of awards and recognition received related to technical excellence (in the preceding three years)</b>		
▪ International award	Each international award from a recognised organisation	
▪ Local award	Each local award from a recognised organisation	



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**REVITALISATION (16 marks)**

4.1 Describe the Company's initiatives to reinvigorate the appeal to young and energetic talents of pursuing a career in the construction industry		Max Marks	
▪ Company image	General perception of the Company's image	16	
▪ Liaison with the education sector	Evidence of reaching out to secondary schools and universities in attracting young people to the construction industry		
▪ People investment	Monthly wage for workers, staff welfare, safety culture		
▪ Support construction industry collaborative training schemes (CICTS) and other mentorship programme	Provision of structured on-the-job training		
4.2 Age profile (% of permanent staff)			16
▪ Age range	Below the age of 40		
4.3 Describe the Company's initiatives to empower young construction practitioners			16
▪ Leadership, exchange or attachment programme	Provision of relevant programmes and participation of young employees		
▪ Overseas technical visit	Organised visits and participation of young employees		
▪ Career pathway	Evidence of a clearly defined career pathway within the Company and success stories		
▪ Participate in the youth development activities organised by the CIC Youth Affairs Committee	Evidence of participation of youth development activities and programmes in the construction industry in Hong Kong		



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**ENVIRONMENTAL, SOCIAL AND GOVERNANCE (16 marks)**

5.1 Describe the Company's initiatives to mitigate the environmental impact of its operations		Max Marks
<ul style="list-style-type: none"> <li>▪ Policies and measures to mitigate environmental impact</li> </ul>	Existence of environmental policies beyond legal minimum requirements	16
	Evidence of how environmental impact is mitigated (e.g. participation in the CIC Green Product Certification Scheme, Carbon Assessment Tool, etc.)	
<ul style="list-style-type: none"> <li>▪ Achieve Carbon Neutrality</li> </ul>	Have joined Sustainable Construction Charter	
5.2 Describe how the Company has given back to the community		
<ul style="list-style-type: none"> <li>▪ Details of charity work</li> </ul>	Contribution towards charity (financial / resources) with consideration of the company scale (e.g. participation in Construction Industry Sports and Volunteering Programme activities)	
<ul style="list-style-type: none"> <li>▪ Details of services for the community</li> </ul>	Evidence of community liaison work	
5.3 Describe how the Company ensures effective corporate governance of the organisation		
<ul style="list-style-type: none"> <li>▪ Governance structure</li> </ul>	Evidence of director supervision and control of the Company, risk assessment and mitigation measures	
<ul style="list-style-type: none"> <li>▪ Checks and balances</li> </ul>	Existence of policies to ensure proper checks and balances are maintained for the Company's operations / staff awareness of the policies	
<ul style="list-style-type: none"> <li>▪ Continuous review and improvement</li> </ul>	Evidence of a system to enable continuous improvement of the organisation's corporate governance performance	



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**ENVIRONMENTAL, SOCIAL AND GOVERNANCE (16 marks)**

<b>5.4 List of awards and recognitions received related to Environmental, Social and Governance</b>		<b>Max Marks</b>
▪ International award	Each international award from a recognised organisation	
▪ Local award	Each local award from a recognised organisation (e.g. CIC Sustainable Construction Award)	
<b>5.5 List of convictions (in the preceding three years)</b>		
▪ Convictions for offences	Convictions for offences relating to (including convictions of individuals while acting in an official capacity in the course of the Company's operation) MPF payment, Wage payment, Safety, Environmental, Fraud, Other criminal offences	



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**INTEGRITY MANAGEMENT (16 marks)**

<b>6.1 Submit the Company's integrity policy, code of conduct (for staff and board members) and whistle-blowing policy and their implementation</b>		<b>Max Marks</b>
<ul style="list-style-type: none"> <li>Integrity Policy, Code of Conduct and Whistle-blowing Policy</li> </ul>	Comprehensiveness and implementation of the integrity policy, code of conduct (for staff and board members) and whistle-blowing policy submitted by the Company	16
<b>6.2 Describe the Company's integrity capacity building efforts</b>		
<ul style="list-style-type: none"> <li>Integrity Capacity Building</li> </ul>	No. of hours of integrity training compared with number of employees of the Company in the past three years (i.e. ratio of no. of training hours vs no. of employees)	
<b>6.3 Submit and describe the Company's integrity risk management (IRM) plans and their implementation</b>		
<ul style="list-style-type: none"> <li>Due Diligence in Integrity Risk Management</li> </ul>	Comprehensiveness and implementation of IRM plans submitted by the Company	
<b>6.4 Describe the Company's history of convictions and regulatory actions imposed by industry regulators</b>		
<ul style="list-style-type: none"> <li>Corporate Liability in Integrity Management</li> </ul>	History and circumstances of criminal convictions (including convictions of individuals while acting in an official capacity in the course of the Company's operation), as well as regulatory actions taken against the Company under the regulatory regimes of the Construction Industry Council's Registered Specialist Trade Contractors Scheme, Development Bureau's List of Approved Contractors for Public Works, and Buildings Department's Register of General Building Contractors, in the past three years	
<b>6.5 Subscribe the Construction Industry Integrity Charter 2.0 and describe the Company's leadership and commitment in upholding integrity management</b>		
<ul style="list-style-type: none"> <li>Leadership and Commitment to Upholding Integrity Management</li> </ul>	Successfully subscribe the Construction Industry Integrity Charter 2.0 before the application deadline of the Outstanding Contractor Award 2024 to qualify for the Integrity Management Award and demonstrate exemplary integrity management leadership and publicly proclaim the Company's commitment to integrity (e.g. advocating their participation in the Construction Industry Integrity Charter 2.0) through publicity channels (e.g. annual report, corporate website, Facebook, WeChat, Weibo, LinkedIn etc.)	