

SAFE SUBCONTRACTOR AWARDS 2023

1. **Objective:** To advocate the Safety Awareness and Performance of Subcontractors working in construction sites in Hong Kong.
2. **The Process:** Contractors working in the capacity of trade/ specialist subcontractor in the Hong Kong Construction Industry, are invited to enter the Lighthouse Club Hong Kong Safe Subcontractor Awards 2023 by completing the 'Entry Form' and sending it to the Lighthouse Club Administrator (email: SafetyAwards2023@gmail.com) by the application deadline 3rd March 2023.

The Award Committee will shortlist candidates for the 1st and Final round on-site judging assessments, and on-site assessments will be conducted.

A final decision on the award result is made by the Awards Committee and confirmed by the Lighthouse Club Safety Committee.

The Awards will be announced, and presented, at the Lighthouse Club Contractors' Dinner, scheduled for 19th May 2023.

- 3.. **Basic Requirements of Candidate Companies:** The candidate company shall be a registered subcontractor under the Voluntary Subcontractor Registration Scheme. The project involved should have at least 3 months active work before the application deadline and during the assessment period. The candidate company shall not have any safety convictions and no fatal accidents during the **past TWO years**. The application should be endorsed by the Main Contractor.
4. **The Deadline for Entries:** The deadline for submitting entries for the awards is **3rd March 2023**. The Lighthouse Club Safety Committee may extend this deadline at their discretion.
5. **The Award Committee:** The Award Sub-Committee comprises members of the Lighthouse Club Safety Committee and members of HKOSHA. The Award Subcommittee shall appoint representatives to conduct on-site evaluation at different stages and determine the winners for the award. Their decision is final and no appeal will be entertained.
6. **Short-listing and Judging of Candidates:** 10-12 projects will be short-listed for an initial site evaluation in early April 2023. A second short-list of 5 projects will be prepared based on the initial assessment results and a final round site visits will be carried out. During the on-site visit participants will be expected to briefly present details of their safety management system, provide documentary evidence, arrange a site visit and allow the judges to interview personnel (reference to the 'Inspection Form' should be made).
7. **The Award:** All award winners will receive a trophy and a certificate.
8. **The Award Ceremony:** The presentation of the Safe Subcontractor Awards 2023 will take place at the Contractors' Dinner on **19th May 2023**.

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ENTRY FORM (Entry deadline 3rd March 2023)

1. Candidate's Details

Name of the Company (in English and Chinese)			
Name of the Managing Director/General Manager			
Name of Contact Person			
Contact Details	Tel.:	Email:	
	Address:		
Nominated project			
Contact Details of Client/Main Contractor on the above project(s)	Company Name:		
	Contact Person:		
	Telephone:		
	Email:		
Type of Work Carried Out and number of workers on this project			
Safety Conviction in the past 2 years (if any)	No / Yes If yes, please state details below :		
	Remarks: (Lesson Learnt/ Improvement made)		
Fatal Accident in the past 2 years (if any)	No / Yes If yes, please state details below :		
	Remarks: (Lesson Learnt/ Improvement made)		
Accident (more than 3 days sick leave) in the past 2 years (if any)	No / Yes If yes, please state details below :		
	Remarks: (Lesson Learnt/ Improvement made)		

Note: You will need to get approval from the client/main contractor for LHC to access the project site to carry out the judging assessments.

2. Inspection by a Registered Safety Officer*

	Inspection Report attached
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*Tick as appropriate

3. Declaration:

I declare that the information provided above are correct and true.

Signature of Subcontractor's Representative:

Name:

Title:

Date: _____

Endorsement by the Main Contractor/Client:

Name:

Title:

Date: _____