



CIRCULAR 13

Next Meeting

4 July 1998

As it was agreed in the last meeting, the monthly meeting of the Society will be held every 2nd Wednesday of the month at **Room U401G, Industrial Centre, HK Polytechnic University** unless otherwise advised.

The next meeting will be held on **Wednesday, 8th July 1998**. We have great pleasure to have invited our Company Secretary **Mr. Felix Lo to give a talk on the tax matters in relation to the remuneration of members for audits conducted** and the best way to handle such income legally and yet efficiently. A dinner with Mr. Lo will follow after the meeting.

Please make an effort to turn up.

Marking Criteria for Version 1.1

We are still waiting for comments to the first draft of the marking criteria. Please send your views to Y Y Wong at Fax: 27861767, or e-mail wongyy@vol.net before the next meeting.

The amendment is almost completed, each member will be issued with a bound copy. This note that this is for your own reference only. Do not release it to others!

Though the adherence to the marking criteria is not compulsory, members are advised to make reference to it as much as possible. It is important that the same interpretation and yardstick in assessing contractors are used even though this yardstick is not officially approved. As long as the criteria are soundly based, we should not only be able to perform the audit smoothly, but also offer convenience to the contractor in improving their safety management system.

Committee progress

The progress of a number of committees is quite discouraging. Chairmen of committees and Executive Committee Members assigned to each committee are urged to make haste in formulating their plan for the coming year and propose implementation action.

We await reports from Committee Chairmen in the next meeting on 8th July 98.

Levy Payment

It is noticed that OSHC has been releasing audit fee more efficiently recently. Please note that Full members have to pay a levy of 1% to the Society upon receipt of payment. The form for entering details is in the disk was sent to you earlier. Please make your payment promptly.

SATS and SMA-CON

The 2nd intake of SATS, the joint Safety Auditors Training Scheme between HK Polytechnic University and the Society has commenced their course. Students will be issued with an electronic copy of SMA-CON which bears their own name and student number for submitting the course work. This "project version" is not to be used for audits other than for the purpose of submission of course work.

The program of SMA-CON is now available at HK\$3,000 each and \$1,000 for each site with unlimited use on the same site allowed.