

# CIRCULAR NO.2

## WELCOME TO THE 3<sup>RD</sup> BATCH

9 July 1997

The 3<sup>rd</sup> batch of ASA/SAA will soon be appointed by OSHC which will definitely ease the manpower supply of ASA/SAA which are in great demand by the number of audits that are being conducted at the moment. We welcome these new colleagues to join the Society so that we may work together to make the ISAS more effective and worthwhile for the betterment of construction safety in Hong Kong.

and criteria for Section 1 to 5 which will be distributed during the coming dinner meeting for information of members. The group will meet again to develop similar criteria for members of the Society. **Members are reminded that these interpretation and document are for the exclusive use of members of the Society only.**

## LIAISON WITH OSHC / IMC

You should be aware by the last circular that we have written to the safety practitioners representatives in the Independent Management Committee (IMC) to ask for assistance to improve the appointment procedure for ASA/SAA basing on our experience. The IMC held its meeting on 20 June 1997 and it was proposed that OSHC should increase its liaison and dialogue with ASA/SAA so as to come up with ways and proposals for improving the ISAS.

## ISAS SCORE

OSHC has requested ASA to prepare an ISAS score sheet using MS Excel for audits conducted for Works Branch projects. As most ASA do not have the program for analysis of the audit results, this entails physical counting of the answers which is tedious and apt for errors.

This is a welcome decision and OSHC will organize a one-day seminar/workshop with all ASA/SAA on Friday, 1 August 1997.

We have therefore prepared a spreadsheet for use by members. Simple entry of the audit answers will automatically generate the ISAS score sheet and other information for the preparation of the Audit Report. These will be distributed and explained to members at our next dinner meeting on 16 July 1997.

## INTERPRETATION OF ISAS QUESTIONS

The ASA have found some discrepancies in our interpretation of the ISAS questions and also in the criteria for award. ASA have been receiving fragmented information individually from OSHC on the interpretation from verification reports.

## DINNER MEETING

Our next dinner meeting will be held on Wednesday, 16 July 1997 at 6:30 p.m. at 長沙灣廣場潮濠城酒家, exit A of Lai Chi Kok MTR Station. The dinner will be preceded by talks given by ASA on various subjects based on their audit experience and on the ISAS question interpretation. **Members and Non-members are welcome.** Cost will be on equal share basis. Please contact Ms Carmen Lam at 24301606 for booking.

We therefore feel that it is necessary to uniform our interpretation and criteria basing on our professional judgment and information from OSHC. A group of ASA who has conducted a substantial number of audits sat together on 22 June and 8 July 1997 and discussed on this issue. The meeting generated some guidance