

Technically Competent Person (TCP) T1 Training Course

Course Aim

This course is recognized by the Buildings Department. For site supervisory staff who have five years relevant work experience but without “Technical Memorandum for Supervision Plans” qualifications, they may take up TCP- T1 duties after the completion of this course.[#]

Admission Requirements

Applicants must have at least five years of resident construction site supervision experience

Course Duration

- Lesson: Module 1 – 66 hrs
Module 2 – 27 hrs
- Examination: Module 1 – 3 hrs
Module 2 – 2 hrs

Medium of Instruction

Teaching materials are written in English

Course Fee

HK\$6,800

Award of Certificate

- Attendance Requirement:
met 80% of both Modules 1 & 2
- Examiner:
passed both examinations of Modules 1 & 2

Course Schedule (Participants may choose any of the following class. Commencement of class depends on enrolment.)

Class Code	Venue	Commencement Date	Time
TCP(T1)-E1 English Class	Kowloon Technical School (No. 332-334, Cheung Sha Wan Road) or IVE (Kwai Chung) (20 Hing Shing Road, Kwai Chung)	To be confirmed	6:30pm – 9:30pm (To be confirmed)

Note[#]: Certificate of the course is one of the requirements to become the T1 level TCP, students must also comply with the Buildings Department the requirement of relevant work experience that may serve as TCP T1 personnel duties.

Application Method

Submit the completed Application Form together with a crossed cheque to the Office.

Payable to	Vocational Training Council
Course Fee	HK\$6,800
Address	Engineering Discipline In-service Training Office Rm B322, IVE (Tsing Yi) 20 Tsing Yi Rd, Tsing Yi Island, NT
Remark	Please write down your name, HKID card number and course code at the back of the cheque for identification

Enquiry

Engineering Discipline In-service Training Office

Office Hour: Mon to Fri, 09:00 – 12:30; 13:30 – 17:00 (excluding public holidays)

T : 2435 9423

E : EDiT@vtc.edu.hk

W : <https://EDiT.vtc.edu.hk>

APPLICATION FORM 報名表

Course Title : Technically Competent Person T1 Training Course

English Class

Enroll in Class (please ✓)

☐ TCP(T1)-E1

Personal Particulars (Compulsory)

Name: (Name as appeared on HKID card or passport)		Chinese name:	
HKID No.:	()	Sex:	<input type="checkbox"/> M <input type="checkbox"/> F
Date of Birth:	(dd / mm / yy)	Office Phone:	
Correspondence Address:		Mobile Phone: (can receive whatsapp)	
		Fax:	
		Email Address:	

Five years or more work experience in site supervision

(Compulsory. Attach additional sheet if necessary. Please tick ✓, can choose more than one item.)

From (mm/yy)	To (mm/yy)	Name of Company	Workplace	Position (Must be supervisor or more)	Nature of the work
			<input type="checkbox"/> Site <input type="checkbox"/> Workshop <input type="checkbox"/> Other: _____	<input type="checkbox"/> Assistant Foreman <input type="checkbox"/> Foreman <input type="checkbox"/> Supervisor <input type="checkbox"/> Other: _____	<input type="checkbox"/> Demolition <input type="checkbox"/> Super structure <input type="checkbox"/> Foundation <input type="checkbox"/> Site formation <input type="checkbox"/> Steel <input type="checkbox"/> Other: _____

Employer's Certification (Compulsory)

I heartily recommend the above applicant to attend the course and certify that the applicant has more than 5 years of experience in site supervision.		
Name of Company :		Employer Signature & company stamp:
Postal Address :		
Responsible Person :	Name : Position : Tel :	

Course Fee (Crossed cheque made payable to "Vocational Training Council")

Course Fee: HK\$ 6,800 Submit to : Engineering Discipline In-service Training Office Hong Kong Institute of Vocational Education (Tsing Yi) Rm B322, 20 Tsing Yi Rd, Tsing Yi Island, NT	Cheque No :
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Personal Information Collection Statement

- (1) The information collected from the application, including the name, phone number, mobile number, email address, correspondence address and education level, will be used for the following purposes:
- for processing and selection of applications for admission to VTC programmes; and related purposes;
 - for obtaining the results of public examinations from the HKEAA, and obtaining information from relevant institutions about your candidature in public examinations and studies in Hong Kong and elsewhere;
 - for obtaining records of your examination results attained in the programmes provided by member institutions under the VTC;
 - for checking of application records and the study records of the programmes provided by member institution under the VTC;
 - for storage of information on the successful applicants in the Student Record System; and
 - if applicant indicated his/her wish to receive VTC information, the application data will be retained for providing direct marketing information in relation to any programmes, admission and events of VTC and its member institutions.
- (2) VTC undertakes to keep personal data provided by applicants confidential. However, VTC may provide such information to any other persons or agents for the purposes described in (1) under a duty of confidentiality to VTC.
- (3) In accordance with the Personal Data (Privacy) Ordinance (the Ordinance), an applicant has the right:
- to check whether VTC holds his/her personal data;
 - to request a copy of such data; and
 - to require VTC to correct any of the personal data which is inaccurate.
- Sufficient information will need to be provided to establish identity, otherwise VTC shall refuse to comply with the request.
- (4) Request for access for data should be submitted in writing to: B322, 20 Tsing Yi Road, Tsing Yi, N.T.
- (5) In accordance with the terms of the Ordinance, VTC reserves the right to charge a fee for the processing of data access request.

Use of Personal Data

VTC and its member institutions intend to use your personal data provided, including your name, phone number, mobile number, email address, correspondence address and education level, to provide direct marketing information in relation to any programmes, admission and events of VTC and its member institutions, but we cannot so use your personal data without your consent.

☐ I **agree** that my personal data provided, including my name, phone number, mobile number, email address, correspondence address and education level may be used by the VTC and its member institutions for providing direct marketing information in relation to any programmes, admission and events of VTC and its member institutions.

If you would like to unsubscribe from receiving the said information or update your personal data, please send your request with registered name, phone number, mobile number, email address, correspondence address and education level to edit@vtc.edu.hk or by fax to 2432 2253.

Declaration

- I declare that the information provided in this application form and the attached documents are, to the best of my knowledge, accurate and complete.
- I agree to abide by the rules and regulations of IVE if I am admitted to the course.
- I understand that the information provided in the form will be used by VTC in the admission process and course administration.
- I have read and understand the personal information collection statement.

Signature:

Date: