



# APPLICATION GUIDELINE

Subsidization Granted From

**CITF** Construction Innovation  
And Technology Fund

For Purchasing

**FIBRPRO SYNTHETEC®**  
**STONE GRATING**

Learn More ...



# A tale of incessant improvement

Headquartered in Hong Kong,

FIBRPRO® comprises a team of engineers in the fields of materials, production techniques, mechanics, structures, construction methodologies and management.

It is with this unique foundation that FIBRPRO® has been at the forefront in the design and fabrication of Fibre Reinforced Polymer (FRP) products for the construction industry since its establishment in 2010.

As a one-stop contracting service provider, we provide design, engineering, manufacturing, delivery, installation and commissioning for a comprehensive range of FRP related products and works both to our proprietary design and customers specific requirements.

We take much pride in our involvement in numerous innovative and challenging projects including some singular customised works.

With our extensive knowledge of composite materials, manufacturing techniques, engineering skills and contracting requirements, we expanded our service scope to proprietary engineered prefabrication products in 2015, and since then have been offering innovative and cost-effective solutions to address complex construction and architectural challenges and to overcome the high labour costs in the construction market.

Going from strength to strength, FIBRPRO® set up a dedicated FRP manufacturing plant in Guangdong in 2018 with research and development (R&D) capability, taking the development path that integrates education, research, production, and application.

How are we able to read your minds and to realize your thoughts ?  
Because we are manufacturer, engineer and contractor integrated as one !

ABOUT US



# **FIBRPRO<sup>®</sup>**

# **SYNTHETEC<sup>®</sup>**

# **STONE GRATING**

is a precast unit fabricated using low content (about 15% by weight) of resin / polymer material, such as polyester, epoxy methacrylates, phenolics, furans, vinyl ester etc. and binder such as quartz sand, natural or recycled crushed stone and recycled filler such as fine aggregate, mineral granulation or reused fibers.

The mixed compound with designated color achieved with an agglomeration of natural stone substrates and mineral oxides is filled into moulds and compacted to form panels to any shapes and architectural features through an advanced state of the art vacuum and compression process.

## WHAT IS THE 'CITF' ?

# The Construction Innovation And Technology Fund

Innovation and technology is transforming the construction sector worldwide.

The Construction Innovation and Technology Fund (CITF), with an approved allocation of HK\$1 billion, is established by the Development Bureau of the Government of Hong Kong Special Administrative Region (DEVB) in October 2018.

The CITF aims to provide the impetus to transform the local construction industry through automation, industrialisation and digitisation (hereinafter referred to as "Technology Adoption"); and to enhance the capability of existing and prospective practitioners to harness technology for the continuous improvement in Hong Kong's construction industry (hereinafter referred to as "Manpower Development").

Steering Committee on CITF is set up by the DEVB to oversee and monitor the implementation of the CITF and comprises members from industry stakeholders and major government departments.

This Committee will meet regularly to monitor usage of the CITF and, where necessary, make adjustments to the key parameters and operational arrangements to cater for the latest industry developments.

As the implementation partner of the CITF, the Construction Industry Council (CIC) is responsible for application processing, monitoring fund reimbursement, and CITF promotion.

CUSTOMERS CAN  
CO-FUND WITH

# 70% OFF

GRANT FROM CITF

A MAXIMUM AMOUNT OF **HK\$800,000**,  
AMONG OF HK\$3,000,000 AS THE COMBINED FUNDING CEILING FOR  
BIM AND ACT PER APPLICANT, IS AVAILABLE TO BE  
GRANTED FROM CITF TO ADOPT **FIBRPRO® SYNTHETEC® GRATINGS**

PRE APPROVED CODE :  
**PA20-084**

Remarks\*

1. Please input the Pre-Approved code into the application form to get the funding.
2. The Construction Innovation and Technology Fund is only available to Construction Industry Council members.

For more information about  
The Construction Innovation and Technology Fund,  
please visit The CITF website. [ <http://www.citf.cic.hk/?route=home> ]

[HTTP://CITF.CIC.HK/?ROUTE=SEARCH](http://citf.cic.hk/?route=search)

FIBRPRO® SYNTHETEC® stone grating and tree pit,  
is certified to be included into the Pre-approved list of the  
Construction Innovation and Technology Fund (CITF)



CITF 建造業  
創科基金




發展局  
Development Bureau



CONSTRUCTION  
INDUSTRY COUNCIL  
建造業議會

[About CITF](#) [Funding Scope](#) [Pre-Approved List](#) [Application](#) [Events and Resource Centre](#) [Contacts us](#)

Type of Technology	Product Type	Code	Distribution Channel	Product Descriptions	Reference Photo
Advanced Construction Material	Lightweight Synthetic Stone Material	PA20-084	Fibrpro International Ltd. Tel: 3568 3417	<b>Synthetic Stone Grating / Tree Pit</b> This product is a light weight, precast synthetic stone gratings units fabricated by resin / polymer material / quartz sand, natural or recycled crushed stone and recycled fillers through compaction under vacuum and high pressure compression process.	

# APPLICATION PROCEDURES

## 01 STEP

Create an account at CITF Application Portal via CIFT website by filling in the blanks.



[HTTPS://APPLICATION.CITF.CIC.HK/CITFAPPLICATIONPORTAL/EN/EN](https://application.citf.cic.hk/CITFAPPLICATIONPORTAL/EN/EN)

The screenshot shows a web browser window displaying the CITF Application Portal. The page is titled "New User Registration" and features several input fields for user information. On the left side, there is a sidebar with options for "Account Login", "Register Account", "Forgot password", "Important Note", and "Evaluation Report". The main content area includes the following fields:

- Account Name\*
- Email \*
- 聯絡人稱謂\* (Contact Title)
- Contact Name\*
- Contact Phone\*
- Password\*
- Confirm Password\*

Below the registration fields, there is a "Terms of Use" section with the following text:

**Terms of Use**  
CITF Portal

This agreement ("Agreement") applies as between you, the user of "CITF Portal" ("Application") and Construction Industry Council (CIC), the owner of the Application. Your agreement to comply with and be bound by these terms and conditions is deemed to occur upon clicking the "I Agree" button of this Application immediately following the text of this Agreement. If you do not agree to be bound by these terms and conditions, you should not continue to use the Application.

I do not wish to receive any information from the CIC in relation to its activities or developments in the construction industry.

I have read and agree to the above terms.

A green "Register" button is located at the bottom right of the page.

# APPLICATION PROCEDURES

## 02 STEP

Login with the registered account, click **"My Applications"**

The screenshot shows the CITF (Construction Innovation & Technology Fund) portal. The header includes the CITF logo and the text '建造業創科基金 CONSTRUCTION INNOVATION & TECHNOLOGY FUND'. A green banner below the header says '現已接受申請' (Applications are currently accepted). The left sidebar contains a navigation menu with the following items: Account, Email, Company, Logout, Account Info, Notices, My Applications (highlighted with a red circle), Annex A - Download, and Attendance Record. The main content area is titled 'CITF Portal User Guide' and 'Setup an Account'. It contains a list of instructions for new users, including registering an account, logging in, and reading the application framework details. Below this, there is a section titled 'To Apply' with further instructions on completing the application form and uploading files. At the bottom, there are two columns: 'Required Information' and 'Scanned copy / Downloadable File', with specific details for each.

**Account:**

**Email:**

**Company:**

**Logout**

**Account Info**

**Notices**

**My Applications**

**Annex A - Download**

**Attendance Record**

**Important Note**  
重要事項

**Evaluation Report**  
評估報告

**CITF Portal User Guide**

**Setup an Account**

1. Click **'Register Account'** for a new user account before applying.
2. Register only **one account for each individual applicant** (company / organisation).
3. Once registered, please **'Login' to make necessary action** including submitting applications, reviewing application status, checking application history, making Disbursement Request and reading announcements from the CITF Secretariat.
4. **Read** the details of **'Application Framework'** under Funding Scope and **'Application Procedure'** under Application in <http://www.citf.cic.hk>

**To Apply**

5. Complete both 'Particulars of the Applicant' and details of the selected 'Type of Application'.
6. Click 'Save' button to retain filled information.
7. Select the 'Type of Application' (Building Information Modelling (BIM), Advanced Construction Technology (ACT) and Prefabricated Steel Rebar (STB), Modular Integrated Construction (MIC) and Manpower Development (MPD)).
8. Fill in the requested fields and upload the following information (in JPEG or PDF format).

**Particulars of the Applicant (Company / Organisation)**

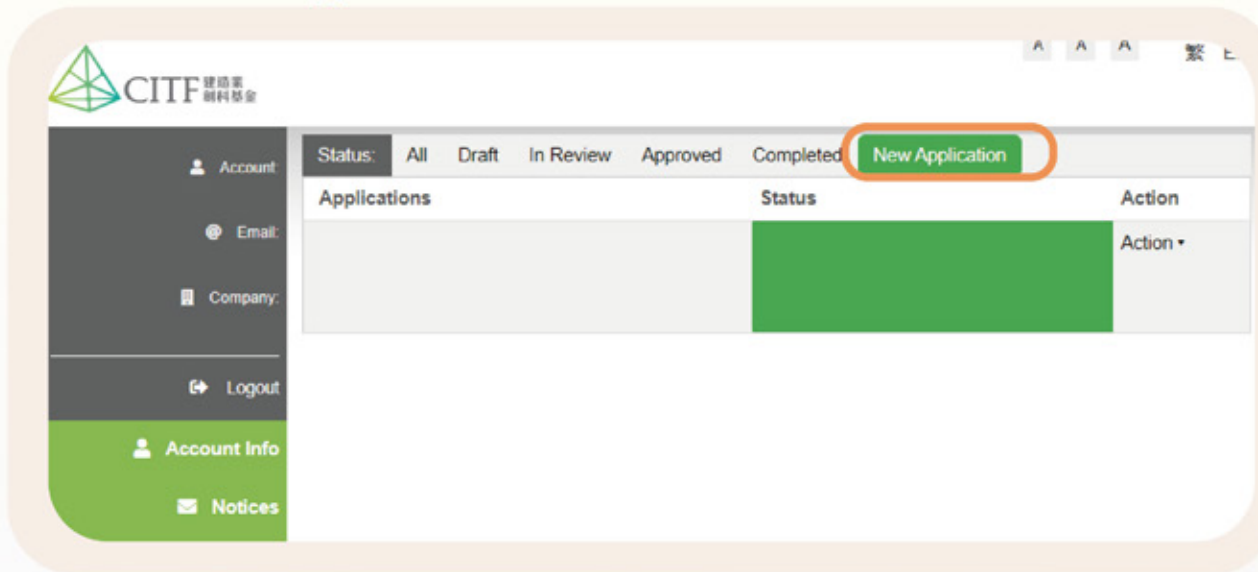
Required Information (please follow the instructions in Portal application form)	Scanned copy / Downloadable File (Size of each file should not exceed 2MB. If the size of the file is above the limit, you may provide downloadable link for CITF Secretariat to download.)
1. Business Registration Number	
2. Registration Number of the Registered Specialist	

# APPLICATION PROCEDURES

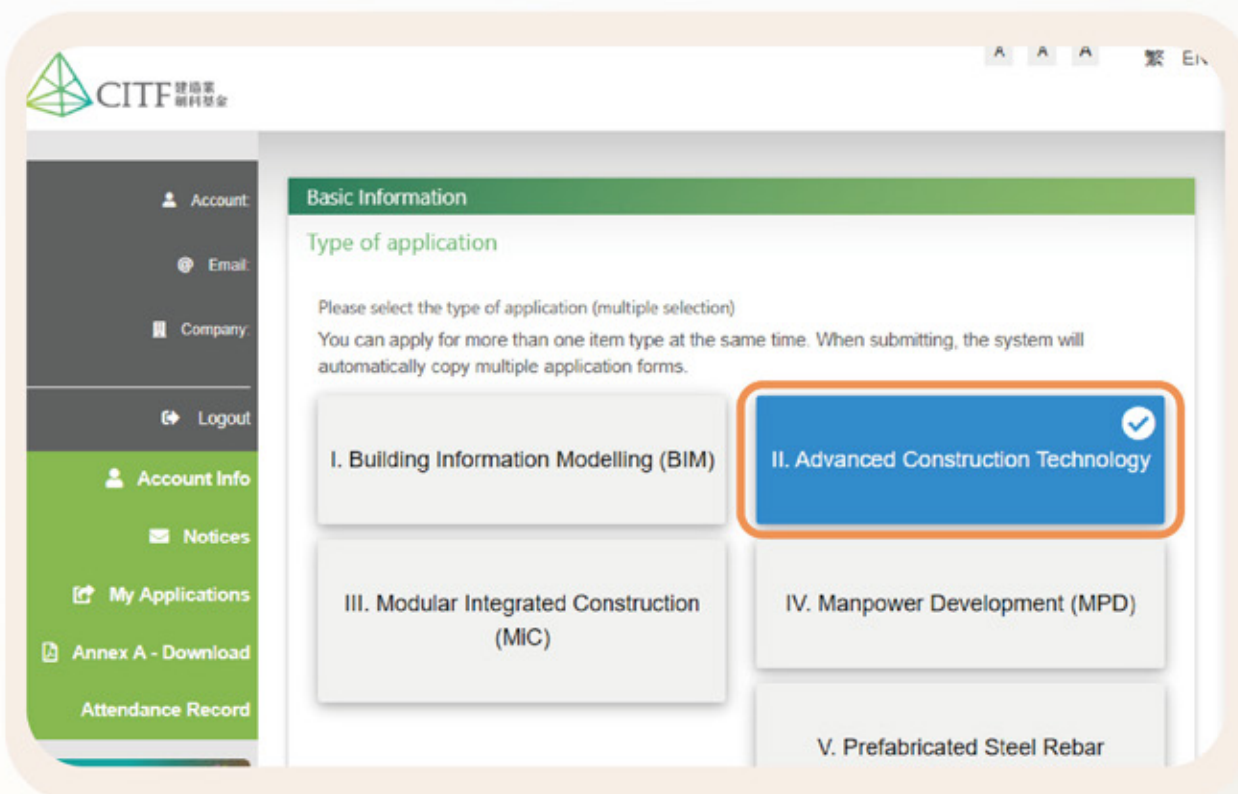
# 03

## STEP

Click "New Application"



Click "Advanced Construction Technology" then Click "Next"



# 04

## STEP



# APPLICATION PROCEDURES

## 05 STEP

Fill in the blanks and upload the Business Registration and Statutory Organization Proof, then click "save"

**CITF** 建造業 顧問公會

Account: \_\_\_\_\_  
Email: \_\_\_\_\_  
Company: \_\_\_\_\_  
Logout

Account Info  
Notices  
My Applications  
Annex A - Download  
Attendance Record

Important Note  
重要事項

Evaluation Report  
評估報告

Comp. Info    ACT    Complete

1. Type of application ✓    2. Particulars of the Applicant    3. Shareholder Information

Basic Information

Particulars of the Applicant

Registration number of the Subcontractor Registration Scheme (if applicable)  
6 digits of Registration number of the Subcontractor Registration Scheme

Levy paying contractor number (if applicable)  
1 character and 4 digits in Levy paying contractor number

Consultant

- The Engineering and Associated Consultants Selection Board
- The Architectural and Associated Consultants Selection Board
- The Band 3 Architectural Consultants and the list of Registered Practices maintained by the Hong Kong Institute of Architects
- The Band 3 Architectural Consultants maintained by the Association of Architectural Practices Ltd
- Member companies of the Association of Consultant Quantity Surveyors
- Member companies of the Hong Kong Institute of Surveyors
- Member companies of the Association of Consulting Engineers of Hong Kong
- Member companies of the Association of Registered Engineering Consultants

Business Registration Number\*  
Business Registration Number

Statutory organization (Please state which Ordinance)

Number of person(s) employed in Hong Kong (proprietors, partners and shareholders included):

Upload Business Registration\*  
Must be image or PDF. Max 2MB.

Upload Statutory Organization Proof  
Must be image or PDF. Max 2MB.

Company Information

Chinese Full Name \*

English Full Name: \*

Address \*

# APPLICATION PROCEDURES

## 06 STEP

Fill in the blanks if have individual shareholder with 30% or more shareholding of the Applicant at the submission time of this Application, upload the Latest Annual Return and 3 months Bank Statement, then click "save"

The screenshot displays the CITF application portal interface. The top navigation bar shows the CITF logo and the text 'CITF 建造業 酬科基金'. The progress bar indicates the current step is '3. Shareholder Information', with previous steps '1. Type of application' and '2. Particulars of the Applicant' marked as complete. The sidebar on the left contains navigation options: Account, Email, Company, Logout, Account Info, Notices, My Applications, Annex A - Download, and Attendance Record. The main content area is titled 'Basic Information' and includes 'Background Information' with upload fields for 'Latest Annual Return' and 'Bank statement'. Below this, there is a checkbox for 'Individual shareholder with 30% or more shareholding of the Applicant at the submission time of this Application'. The 'Shareholder Information #1' section is highlighted with an orange box and contains fields for Share Type (Individual), Shareholding (30-100)%, Title, Chinese Full Name, English Full Name, and First 4 digits of HKID. A 'Remove' button is visible next to the Shareholder Information #1 header. The bottom of the page contains a 'Remarks' section.

**Comp. Info**    ACT    Complete

1. Type of application ✓    2. Particulars of the Applicant ✓    3. Shareholder Information

### Basic Information

#### Background Information

Latest Annual Return \*  
Must be image or PDF. Max 2MB.

Bank statement \*  
Must be image or PDF. Max 2MB. Please submit the latest 3 months bank statement showing the account holder's name and account number which match the Applicant's name and bank account no. stated in the Application Form shall be submitted.

Individual shareholder with 30% or more shareholding of the Applicant at the submission time of this Application

Not applicable - No individual shareholder with 30% or more shareholding of the Applicant at the submission time of this Application

Individual shareholder with 30% or more shareholding of the Applicant at the submission time of this Application

Shareholder Information #1 Remove

Share Type: Individual    Shareholding (30-100)%: [ ]

Title: [ ]

Chinese Full Name \*: [ ]    English Full Name \*: [ ]

First 4 digits of HKID \*: [ ] [ ] [ ] [ ]

Remarks: Related enterprises, i.e. enterprises with different business registration certificates but having the same individual(s) holding 30% or more ownership, they would be treated as one single enterprise in counting the

# APPLICATION PROCEDURES

## 07 STEP

Click "Others" and filled in "Advanced Construction Material" ;  
click on "Add" from the "Pre-approved List" row,  
then fill in Pre-approved Item Code as "PA20-084" and  
"Synthetic Stone Grating" and all other remains blanks;  
upload the "Quotation" and "Letter of Support" provided by  
Fibrpro® International Limited

Other, please specify: Advanced Construction Material

**CITF** 建築業 材料基金

Account: \_\_\_\_\_  
Email: \_\_\_\_\_  
Company: \_\_\_\_\_  
Logout

Account Info  
Notices  
My Applications  
Annex A - Download  
Attendance Record

Important Note  
重要事項

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Comp. Info    **ACT**    Complete

Advanced Construction Technology

Type of Technologies:  Automation  Robotics  Internet of Things  Safety Related  Environment Related   
Industrialised Processing - Robotic Welding \*  Others, please specify: Advanced Construction Material  
(\*subject to a different funding mode and fund ceiling separated from ACT, please refer to the Application Framework)

Pre-approved List (refer to the CITF website):

Item No.	Pre-approved Item Code	Product Name	Unit Costs (HKD)	No. of units	Total	Actions
1	PA20-084	Synthetic Stone Grating				<input type="button" value="Remove"/>

Product Intended to Use: (250/250 words)

Please upload quotations

- For aggregate value of which does not exceed HK\$50,000, please provide at least one quotation;
- For aggregate value of which is more than HK\$50,000 but not over HK\$200,000, please provide at least two quotations;
- For aggregate value of which is more than HK\$200,000, please provide at least three quotations.

Please drop your file here.

Non Pre-approved List Items, if applicable:

# APPLICATION PROCEDURES


# 08

## STEP

Fill the blanks of Contract 1, then click “save”

- CITF Secretariat shall be informed in writing for changes in the approved project or updates in project information within 7 calendar days upon the changes. Multiple projects are allowed for the required accumulatively overall 12-month project adoption period.
- Additional project information can be made via the CITF Application Portal.

### Contract 1

 Remove

Contract No:  Contracting Party A:  Contracting Party B:

Contract Name:  Location:

Project Description: \* (250/250 words)

Contract Sum: (HKD)

Type of Project: Please select  Please select  Please select

Contract Date:  Start Date:  End Date:

Technology/ Product shall Apply:  Start Date:  End Date:

#### Project Manager

Title:  Name: \*

Phone: \*

Email: \*

#### Project Site Representative

Title:  Name: \*

Phone: \*

Email: \*

SAVE

# APPLICATION PROCEDURES

# 09

Fill in the blanks of the last Tab, follow the flows to fill in the blanks of other sub-tabs of **“Declaration on other subsidies”**, **“Upload Form”**, and **“Complete”**

## STEP

The screenshot shows the CITF application interface. The top navigation bar includes 'Comp. Info', 'ACT', and 'Complete'. The main content area is titled 'Expected Benefits' and contains a section for 'Advanced Construction Technology' with four checkboxes: 'Promote Productivity', 'Uplifting Built Quality', 'Improving Site Safety', and 'Enhancing Environmental Performance'. Below this is a text area for the 'Implementation plan (Please describe how the plan could achieve the objectives in a cost-effective way) (250/250 words)'. A tip box on the right suggests choosing more than one objective. A tip box on the left provides an example of 'Boost Productivity' and a note about the self-weight of grating.

**Tips:**  
For the **“Implementation Plan”** sections, we kindly remind you to explain how the CITF can benefit you or your company according to the above categories.

**[Example]**  
Boost Productivity

**A:** The self-weight of the grating per piece is much lighter than the transitional steel ones.

\*If you have any problem about please call our CITF application service hotline (3568 3418) for assistance.

**Tips:**  
For the **“Advanced Construction Technology”** sections, we suggest you to choosing more than one objective according to these conditions.



The screenshot shows the CITF application interface. The top navigation bar includes 'Comp. Info', 'ACT', and 'Complete'. The main content area is titled 'E – Declaration on other subsidies' and contains a question: 'Please indicate whether you have applied / are applying for the other sources of funding support provided by the HKSAR Government for carrying out the same proposed project / same specific measures in the proposed plan?'. There are two radio button options: 'No' (selected) and 'Yes (please provide details of the relevant application)'. A 'SAVE' button is visible at the bottom right.

**E – Declaration on other subsidies**

Please indicate whether you have applied / are applying for the other sources of funding support provided by the HKSAR Government for carrying out the same proposed project / same specific measures in the proposed plan?

No

Yes (please provide details of the relevant application)

**SAVE**

# APPLICATION PROCEDURES

## APPLICATION COMPLETED

If the application is approved, you will receive an approval letter from Construction Industry Council.



Our ref 本會編號: [redacted]  
Your ref 來函編號: [redacted]

By Email

Attention: [redacted]  
Copy to: [redacted]  
Dear [redacted],

**Notification of Approval [redacted]**

On behalf of the Construction Industry Council ("CIC"), we are pleased to inform you that your captioned application to the Construction Innovation and Technology Fund ("CITF") has been approved by the Vetting Sub-Committee of the CITF.

Unless otherwise defined, the terms used herein shall have the same meanings defined in the terms and conditions constituting part of the CITF agreement between the CIC and you ("Terms and Conditions").

This Notification of Approval is subject to the following terms and conditions:

1. The ceiling amount of the Funding shall be:

	Type	Product Name	Code	Vendor Name	Quotation Reference No.	Quantity	Fund Ceiling (HK\$)
(a)	ACT	Synthetic Stone Grating	PA20-084	Fibrpro International Limited	[redacted]	[redacted]	[redacted]



Our ref 本會編號: [redacted]  
Your ref 來函編號: [redacted]

	Type	Product Name	Code	Vendor Name	Quotation Reference No.	Quantity	Fund Ceiling (HK\$)
(b)	ACT	Synthetic Stone Grating	PA20-084	Fibrpro International Limited	[redacted]	[redacted]	[redacted]

2. Pursuant to clause 8.1 of the Terms and Conditions, the Agreement between the CIC and you governing the Funding shall comprise the following documents:

- (a) the Application Framework;
- (b) the Application Form (together with the Declaration) submitted by you on [redacted] including all amendments, supplement or clarification made to the application in writing;
- (c) the Terms and Conditions; and
- (d) this Notification of Approval.

3. You will receive the Funding by way of reimbursement. Actual reimbursement will be made in accordance with the Agreement and will be subject to adjustments within the aforesaid ceiling amount based on your actual expenditure in relation to the Approved Project in item 2 (b) above.

Yours sincerely,  
For and on behalf of  
Construction Industry Council

[redacted]  
[redacted] – Registration and Technology Fund  
[redacted]