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Replies to initial questions raised by Legislative Council Members in examining the Estimates of Expenditure 2023-24

Director of Bureau : Secretary for Civil Service

Session No. : 1

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CONTROLLING OFFICER'S REPLY**CSB001****(Question Serial No. 2869)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (000) Operational expenses

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in Matters Requiring Special Attention in 2023-24 under Programme (4) that the Bureau will continue to enhance the provision of e-learning. Please provide the items and expenditures involved with regard to the provision of e-learning in the past 3 years, and the estimated expenditure for this year.

Asked by: Hon CHAN Chun-ying (LegCo internal reference no.: 16)

Reply:

The Civil Service College (CSC) strives to promote a continuous learning culture through enhancing its e-learning resources at the online learning portal "Cyber Learning Centre Plus" (CLC Plus). In recent years, CSC has been enriching the contents of CLC Plus. It currently provides about 2 400 learning resources including web courses, articles, videos clips, learning tips, book summaries and publications, guidelines and good practices, etc. The content of these learning resources cover areas of leadership and management, innovation and technology, language and communication, health and well-being. Besides, there are a number of theme-based portals, including the "National Studies Portal", the "Basic Law Portal", and dedicated webpages on "Safeguarding National Security", "The National 14th Five-Year Plan", "The Guangdong-Hong Kong-Macao Greater Bay Area" and "The Spirit of the 20th National Congress of the Communist Party of China", etc. to deepen civil servants' understanding of the key topics of the constitutional order and development of our country, and safeguarding national security. CLC Plus also offers the "New Recruits' Avenue" for new appointees to gain fundamental knowledge and cultivate in them the core values of the civil service for their discharge of duties.

The expenditure on the provision of e-learning in the past three years and in 2023-24 are as follows:

2020-21 Actual Expenditure	2021-22 Actual Expenditure	2022-23 Revised Estimate	2023-24 Estimated Expenditure
\$4.2 million	\$4.4 million	\$4.4 million	\$5 million

- End -

CONTROLLING OFFICER'S REPLY

CSB002

(Question Serial No. 2876)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (000) Operational expenses

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in Programme (4) Civil Service Training and Development that to strengthen civil servants' sense of national identity and awareness of safeguarding national security, a number of training programmes have been held both locally and on the Mainland. Please set out the respective numbers of lesson hours, programmes, training days and participants, as well as the expenditures in relation to the training held in Hong Kong and on the Mainland.

Please also provide the planned number of participants of training programmes to be held on the Mainland this year and the estimated expenditures.

Asked by: Hon CHAN Chun-ying (LegCo internal reference no.: 24)

Reply:

Civil Service Bureau, through the Civil Service College (CSC), organises training programmes held both locally and on the Mainland for civil servants at different levels on the constitutional order of the HKSAR, national security and the country's development and strategies, to strengthen their sense of national identity and awareness of safeguarding national security. CSC collaborates with Mainland institutions in organising national studies training programmes, thematic visits and staff exchange programmes on the Mainland, as well as local thematic seminars and training courses related to the country's Constitution, the Basic Law, and the Hong Kong National Security Law.

In view of the resumption of normalcy, CSC will gradually resume, in the second half of 2023, arranging national studies training programmes on the Mainland and is now pursuing discussions on the course arrangements with the collaborating institutions. In 2023, the estimated number of trainees is 700 and the trainee-days is around 10 000. CSC will make timely adjustment to the number of trainees and classes according to the needs of civil servants at different levels as training resources and capability are enhanced. In 2023-24, the estimated expenditure on national studies programmes held on the Mainland is \$23.2 million.

- End -

CONTROLLING OFFICER'S REPLY

CSB003

(Question Serial No. 3217)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in Programme (4) Civil Service Training and Development that the provision for 2023-24 is 23.6% higher than the estimate for 2022-23, partly due to a projected increase of 29 posts and increased training expenses. In this connection, will the Bureau please provide the expenditure and scope of work involved in relation to the additional posts, as well as the increases in training expenditure?

Asked by: Hon CHAN Chun-ying (LegCo internal reference no.: 22)

Reply:

To tie in with the initiative to enhance civil service training as put forward in the Chief Executive's 2022 Policy Address, the Civil Service College (CSC) will enhance its functions, and re-organise the existing training units into two schools including the School of Public Sector Leadership and the School of Professional Development to meet the training and development needs of civil servants of different echelons.

The School of Public Sector Leadership will be dedicated to the training of senior civil servants, in particular those with potential for advancement to the senior echelons, in order to enhance their leadership, governance and public policy-making capabilities, as well as to ensure their accurate understanding of the "One Country, Two Systems" principle and the development strategy of our country, so as to give full support to the HKSAR Government's implementation of the principle of "patriots administering Hong Kong". The School of Professional Development will be dedicated to the provision of foundation and professional development training for civil servants. This will enable civil servants to undergo continuous training throughout their career so as to reinforce their public service values and update them on the knowledge and skills required at work. CSC will also build international collaboration and establish its research capability to tap into the experiences and good practices of public administration locally and in other places to enhance the design and contents of its training programmes.

Since the establishment of CSC in December 2021, except for the creation of the Head of the Civil Service College, CSC has been operating on the organisational structure and

establishment inherited from the former Civil Service Training and Development Institute. CSC must be adequately provisioned in order to produce the desired outcome, and assist the HKSAR Government to build a team of civil servants who are patriotic and love Hong Kong, possess good morals, have good integrity, are competent, people-oriented, and efficient. To achieve the above, CSC plans to create 29 new posts in 2023-24 and the total notional annual salary cost at mid-point (NAMS) involved is around \$31 million.

In 2023-24, the training programmes taken forward by CSC will focus on five core areas and their estimated expenditure are tabulated below:

	Civil Service Training and Development Area	Estimated Expenditure
1.	Enhancing governance and leadership capabilities	18.5 million
2.	Understanding the constitutional order, national development and strategies	27.3 million
3.	Building a people-oriented service culture ^{Note}	2 million
4.	Strengthening professional competence	8.2 million
5.	Promoting a culture of continuous learning	5 million
6.	Other training related expenditures	6.8 million

Note: Apart from dedicated training courses, CSC has also introduced public service ethos into training programmes grouped under various training and development areas. The estimated expenditure cover mainly programme-related costs and do not include the salary of Training Officers in CSC who conduct the training programmes.

The increase in the estimated training expenditure for 2023-24 compared to the original estimates for 2022-23 is mainly due to the initiatives taken by CSC to enhance civil service training in all aspects, as well as the resumption of national studies programmes and exchange activities to be held on the Mainland.

- End -

CONTROLLING OFFICER'S REPLY

CSB004

(Question Serial No. 0484)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

There were civil servants who were put on no-pay leave for involvement in the “black-clad violence” in 2019. Up to 50% of their salaries may be withheld during their criminal or disciplinary proceedings.

1. How many civil servants have been put on no-pay leave for involvement in the “black-clad violence”?
2. What was the amount of salaries payable by the Government to these civil servants?
3. What was the average time taken from putting these civil servants on no-pay leave to the conclusion of cases or hearing? How many cases are pending conclusion?
4. For the concluded cases, how many civil servants were punished by dismissal and given punishments other than dismissal respectively?

Asked by: Hon CHAN Hak-kan (LegCo internal reference no.: 37)

Reply:

The Government attaches great importance to the conduct and integrity of civil servants. The vast majority of civil servants are law- and rule-abiding, and are dedicated to their duties. As regards individual officers who are alleged to have breached the law or misconducted themselves, the Government would handle the cases rigorously under the civil service disciplinary mechanism and, having regard to the circumstances of each case, consider taking appropriate disciplinary action against the officer concerned.

A total of 89 civil servants had previously been arrested for suspected participation in unlawful activities arising from the opposition to the proposed legislative amendments to the Fugitive Offenders Ordinance. Among them, 58 had left the service, and 5 had been convicted by the court in recent months and will be subject to disciplinary action. For the remaining 26 who were not charged by the Police or were found not guilty by the court, they were subject to departmental investigation. Among them, 9 had been punished by disciplinary action, 13 had gone through departmental investigation with no sufficient

evidence showing any misconduct on their part, and 4 are now under departmental investigation and may be subject to disciplinary action depending on the investigation results.

For officers arrested in the above cases, if they were charged, they would have their emoluments withheld up to 50% during criminal proceedings. If they were convicted which might lead to removal punishment, their emoluments would immediately be withheld in full. For officers who were eventually punished by removal from office, the emoluments withheld during their interdiction would not be granted back. Since cases involving officers under such circumstances were handled by their bureaux/departments in accordance with the established policy and mechanism, we do not keep information on the amount of emoluments withheld and granted back to the officers concerned, or the average processing time of the cases.

- End -

CONTROLLING OFFICER'S REPLY

CSB005

(Question Serial No. 1416)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In 2022-23, the work initiatives of the Civil Service Bureau include enhancing the mobilisation protocol by introducing a “government-wide mobilisation” level to ensure that civil servants can be mobilised promptly for quick response during major incidents requiring considerable manpower support. In this connection, will the Secretary for the Civil Service inform this Committee of:

- 1) whether the “government-wide mobilisation” protocol was a new initiative launched in the past year? Whether there was any similar mobilisation protocol before the return of Hong Kong to China: If yes, of the number of civil servants involved;
- 2) whether the “government-wide mobilisation” is a regularised protocol? If yes, of the estimated expenditure earmarked by the Government per year to take forward this measure.

Asked by: Hon CHAN Hok-fung (LegCo internal reference no.: 31)

Reply:

The “government-wide mobilisation” level is a new initiative announced by the Chief Executive in the 2022 Policy Address to enhance the existing mobilisation protocol. The Government can mobilise promptly at least 10 000 government staff to form a quick response unit to provide support in case of a major incident. The “government-wide mobilisation” level is not a standing mechanism for handling incidents, and will only be initiated under very exceptional circumstances. It does not require a substantial amount of additional resources. The resources required will be absorbed by various bureaux and departments.

- End -

CONTROLLING OFFICER'S REPLY**CSB006****(Question Serial No. 1417)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service Bureau continued to adopt a zero tolerance approach in dealing with civil servants who have misconducted themselves or broken the law, including removing 50 officers from service in the first nine months of 2022-23. Will the Secretary for the Civil Service advise the following:

- 1) details of the removal cases mentioned above; and the manpower involved in the investigations; and
- 2) whether the definition of “misconduct” encompasses exhibiting images relating to the black-clad violence or anti-state/anti-government remarks on social media? If yes, how much manpower is involved in the investigations and what are the expenditures involved?

Asked by: Hon CHAN Hok-fung (LegCo internal reference no.: 32)

Reply:

In the first nine months of 2022-23, a total of 50 civil servants were punished by removal from service for conviction of criminal offences or serious misconduct. The breakdown of the numbers of removal cases by department is set out below –

Bureau/Department	2022-23 (as at 31 December 2022)
Agriculture, Fisheries and Conservation Department	1
Chief Secretary for Administration's Office	1
Companies Registry	1
Correctional Services Department	3
Department of Health	1
Department of Justice	1
Drainage Services Department	1
Education Bureau	1
Electrical and Mechanical Services Department	2
Fire Services Department	2

Food and Environmental Hygiene Department	2
Home and Youth Affairs Bureau	1
Home Affairs Department	1
Hong Kong Police Force	16
Inland Revenue Department	1
Judiciary	1
Lands Department	3
Leisure and Cultural Services Department	4
Post Office	3
Social Welfare Department	2
Water Supplies Department	2
Total	50

Civil servants shall at all times bear in mind their official capacity. An officer is liable to disciplinary punishment if he has breached the law, the rules, or the discipline and standards of conduct required for civil servants.

The internal investigation of alleged misconduct cases of officers conducted by individual departments constitutes part of their respective overall staff management work. It would be impracticable for us to provide a breakdown on the manpower and expenses involved.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 2393)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned under Programme (4) that the Government will take forward the various initiatives as set out in the 2022 Policy Address to enhance training for the civil service, particularly to enhance their understanding of the constitutional order of the HKSAR and the country's development and strategies, reinforce the patriotic spirit and the people-oriented service culture of civil servants. Will the Government allocate additional resources and manpower for the School of Public Sector Leadership and the School of Professional Development to enhance relevant training? If yes, please list the work items, budget and staff establishment; if no, what are the reasons?

Asked by: Hon CHAN Man-ki, Maggie (LegCo internal reference no.: 34)

Reply:

To tie in with the initiative to enhance civil service training as put forward in the Chief Executive's 2022 Policy Address, the Civil Service College (CSC) will enhance its functions, and re-organise the existing training units into two Schools including School of Public Sector Leadership and School of Professional Development to meet the training and development needs of civil servants of different echelons.

School of Public Sector Leadership will be dedicated to the training of senior civil servants, in particular those with potential for advancement to the senior echelons, in order to enhance their leadership, governance and public policy-making capabilities, as well as to ensure their accurate understanding of the "One Country, Two Systems" principle and the development strategy of our country, so as to give full support to the HKSAR Government's implementation of the principle of "patriots administering Hong Kong". The School of Professional Development will be dedicated to the provision of foundation and professional development training for civil servants. This will enable civil servants to undergo continuous training throughout their career so as to reinforce their public service values and update them on the knowledge and skills required at work. CSC will also build international collaboration and establish its research capability to tap into the experiences and good

practices of public administration locally and in other places to enhance the design and contents of its training programmes.

Since the establishment of CSC in December 2021, except for the creation of the Head of the Civil Service College, CSC has been operating on the organisational structure and establishment inherited from the former Civil Service Training and Development Institute. CSC must be adequately provisioned in order to produce the desired outcome, and assist the HKSAR Government to build a team of civil servants who are patriotic and love Hong Kong, possess good morals, have good integrity, are competent, people-oriented, and efficient. To achieve the above, CSC plans to create 29 new posts in 2023-24 and the total notional annual salary cost at mid-point (NAMS) involved is around \$31 million.

In 2023-24, the training programmes taken forward by CSC will focus on five core areas and their estimated expenditure are tabulated below:

	Civil Service Training and Development Area	Estimated Expenditure
1	Enhancing governance and leadership capabilities	18.5 million
2.	Understanding the constitutional order, national development and strategies	27.3 million
3.	Building a people-oriented service culture ^{Note}	2 million
4.	Strengthening professional competence	8.2 million
5.	Promoting a culture of continuous learning	5 million
6.	Other training related expenditures	6.8 million

Note: Apart from dedicated training courses, CSC has also introduced public service ethos into training programmes grouped under various training and development areas. The estimated expenditure covers mainly programme-related costs and do not include the salary of Training Officers in CSC who conduct the training programmes.

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CONTROLLING OFFICER'S REPLY

CSB008

(Question Serial No. 1389)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service College (CSC) was established in December 2021 to deepen civil servants' understanding of our country's development, the constitutional order of the Hong Kong Special Administrative Region (HKSAR), and the relationship between the Central Authorities and the HKSAR, as well as to enhance leadership development and innovation and technology applications. In 2023-24, the CSC under the Civil Service Bureau will undergo a process of re-organisation. It is estimated that in 2023 there will be 20 000 trainees under the programme of "Understanding the constitutional order, national development and strategies". In this connection, will the Government inform this Committee of:

- (1) the expenditures incurred by the CSC since its establishment, staff establishment and estimated expenditure involved after the re-organisation of the CSC;
- (2) the numbers of programmes provided by the CSC in relation to enhancing the understanding of "One Country, Two Systems", the Constitution of the People's Republic of China, the Basic Law and the National Security Law in the past year;
- (3) based on the current number of around 180 000 serving civil servants, the Government expects how long it will take to arrange all civil servants to receive training under "Understanding the constitutional order, national development and strategies" at least for one time. In view of the substantial number of civil servants, whether the Government will consider increasing the number of training places.
- (4) for Hong Kong to develop into a smart city, relevant knowledge in this area is indispensable for civil servants. Whether the CSC has any plans to enhance civil service training on smart city and relevant technology so as to upgrade their knowledge in areas such as application of information technology and data sharing? If yes, of the details; if no, the reasons for that;
- (5) the numbers of training places and expenditures involved in civil service training programmes, study tours and exchange activities to be held on the Mainland in 2023-24?

Asked by: Hon CHAN Siu-hung (LegCo internal reference no.: 25)

Reply:

- (1) Since the establishment of the Civil Service College (CSC), the total expenditure starting from 2021-22 are tabulated below:

2021-22 Actual Expenditure	2022-23 Revised Estimate	2023-24 Estimated Expenditure
\$144.4 million	\$162.5 million	\$218.1 million

To tie in with the initiative to enhance civil service training as put forward in the Chief Executive's 2022 Policy Address, CSC will enhance its functions, and re-organise the existing training units into two Schools including the School of Public Sector Leadership and the School of Professional Development to meet the training and development needs of civil servants of different echelons. Since the establishment of CSC in December 2021, except for the creation of the Head of the Civil Service College, CSC has been operating on the organisational structure and establishment inherited from the former Civil Service Training and Development Institute. CSC must be adequately provisioned in order to produce the desired outcome, and assist the HKSAR Government to build a team of civil servants who love the Motherland and Hong Kong, possesses integrity and competence, be people-oriented, clean and efficient. As such, CSC plans to create 29 new posts in 2023-24 and the total notional annual salary cost at mid-point (NAMS) involved is around \$31 million.

- (2), (3) and (5) CSC has been continuously strengthening civil service training on the constitutional order and national studies by organising regular training programmes and thematic seminars, as well as developing more e-learning resources. The induction training for new recruits was updated in July 2022. The contents cover understanding "One Country, Two Systems", the Constitution, the Basic Law, the Hong Kong National Security Law, as well as the country's system and major policies. CSC also arranges middle and senior-level civil servants to attend national studies training programmes, thematic visits and staff exchange programmes on the Mainland. The number of training places for officers training held on the Mainland increased from 640 in 2015 to 1 000 in 2019. In view of the resumption of normalcy, CSC will gradually resume arranging middle and senior-level civil servants to attend national studies training programmes, thematic visits and staff exchange programmes on the Mainland. In terms of training places, CSC will make appropriate allocation in light of availability of resources. CSC is also exploring with the relevant Mainland institutions the use of different training methods to continuously improve programme quality and training effectiveness. Besides, bureaux/departments have also incorporated related training programmes into their staff training and development plans, and systematically arranged for their new recruits and middle and senior-level officers to participate in such programmes at different career stages.

In 2022, CSC organised about 70 sessions of training programmes and thematic seminars on the Constitution, the Basic Law and the Hong Kong National Security Law, and the number of trainees was over 15 000. In 2023, CSC will further strengthen national studies training for civil servants by enhancing the programme content, structure and duration to enable participants to have a deeper understanding of the constitutional order and the country's development, strengthen their sense of national identity and reinforce their patriotic spirit.

The estimated expenditure on national studies training programmes in 2023-24 is \$27.3 million.

(4) The Government adopts a multi-pronged approach to continuously enhance training on innovation and technology (I&T) application for civil servants in support of the implementation of the "Hong Kong Smart City Blueprint". To strengthen civil servants' knowledge and skills in I&T application, efforts of bureaux and departments, together with CSC include:

- (a) Bureaux and departments provide training for their staff based on operational needs, such as training on Building Information Modelling technology, robotics, artificial intelligence, big data analytics, etc.
- (b) To meet service-wide training needs, CSC collaborates with different government departments and organisations to engage experts, academics, industry practitioners and government officials to share their experiences on the latest I&T development. Topics include global trends of the digital media, data sharing and the use of social media in public service delivery, etc. CSC has also enhanced its leadership and national studies training to include I&T development as one of the key programme topics. Through visits to major I&T facilities and enterprises, participants will be able to gain a deeper understanding of smart city development on the Mainland. CSC also provides thematic websites and offer e-learning resources on topics of artificial intelligence, data security and design thinking, etc.

In 2023-24, CSC will continue to enhance training on I&T application for civil servants at different levels. We aim to enhance senior officers' capacity to harness the potential of new technology for devising strategies for service innovation, and to foster middle managers' capability to implement service innovation, and acquire practical skills in managing digital services. CSC will continue to enhance its leadership and national studies training through organising thematic visits to the Greater Bay Area (GBA) for civil servants to learn more about I&T and smart city development of the GBA municipalities and conduct exchange with relevant officials, experts and practitioners.

- End -

CONTROLLING OFFICER'S REPLY

CSB009

(Question Serial No. 2966)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (001) Salaries

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in the Budget that the Government's target of zero growth in the civil service establishment will remain unchanged in 2023-24. The Civil Service Bureau will also continue to keep the size of the civil service establishment under control, while maintaining effectiveness to support the Government in taking forward initiatives and ensuring steady development of the civil service. In this connection, please set out in table form the numbers of supernumerary directorate posts in various government departments in the most recent 3 years and the payroll cost these supernumerary directorate posts involved in 2023-24.

Asked by: Hon CHAN Wing-kwong (LegCo internal reference no.: 33)

Reply:

The numbers of supernumerary directorate posts in various government departments in the past 3 financial years are set out at **Annex A**. The notional annual salary cost at mid-point of the supernumerary directorate posts in the 2023-24 Estimates amounts to approximately \$200 million.

Establishment of Supernumerary Directorate Posts

* Old name before re-organisation of the government structure on 1 July 2022.

New name after re-organisation of the government structure on 1 July 2022.

Bureau/Department/Office	Establishment as at the dates below		
	31 March 2021 Revised Estimate	31 March 2022 Revised Estimate	31 March 2023 Revised Estimate
Architectural Services Department	2	2	2
Buildings Department	1	1	1
Chief Secretary for Administration's Office and Financial Secretary's Office	2	2	-
Civil Aviation Department	2	2	2
Civil Engineering and Development Department	13	13	13
Commerce and Economic Development Bureau #			4
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch) *	3	3	
Commerce and Economic Development Bureau (Communications and Creative Industries Branch) *	2	2	
Constitutional and Mainland Affairs Bureau	2	2	2
Culture, Sports and Tourism Bureau #			4
Department of Health	1	1	1
Department of Justice	1	3	3
Development Bureau (Planning and Lands Branch)	2	2	2
Development Bureau (Works Branch)	2	2	2
Drainage Services Department	1	1	1
Education Bureau	6	6	5
Electrical and Mechanical Services Department	3	3	3
Environment Bureau *	1	1	
Environment and Ecology Bureau (Environment Branch) #			-
Environment and Ecology Bureau (Food Branch) #			1
Environmental Protection Department	7	7	2
Financial Services and the Treasury Bureau (Financial Services Branch)	3	3	3
Fire Services Department	-	1	2
Food and Environmental Hygiene Department	5	4	4

Bureau/Department/Office	Establishment as at the dates below		
	31 March 2021 Revised Estimate	31 March 2022 Revised Estimate	31 March 2023 Revised Estimate
Food and Health Bureau (Food Branch) *	1	1	
Food and Health Bureau (Health Branch) *	1	1	
Government Property Agency	1	1	1
Health Bureau #			1
Highways Department	7	7	6
Home Affairs Bureau *	5	5	
Home Affairs Department	1	1	1
Home and Youth Affairs Bureau #			1
Hong Kong Police Force	1	1	1
Immigration Department	1	1	1
Independent Commission Against Corruption	-	-	2
Judiciary	2	2	2
Labour Department	3	2	2
Labour and Welfare Bureau	-	-	-
Lands Department	2	2	2
Planning Department	2	2	2
Security Bureau	1	1	-
Social Welfare Department	1	1	1
Transport Department	3	3	4
Transport and Housing Bureau (Transport Branch) *	5	4	
Transport and Logistics Bureau #			4
Water Supplies Department	2	-	-
Housing Authority	1	1	1
Total	99	97	89

- End -

CONTROLLING OFFICER'S REPLY

CSB010

(Question Serial No. 2971)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

During 2023-24, the Civil Service Bureau will continue to maintain and enhance the morale of the civil service, and encourage fuller use of various commendation schemes to recognise and motivate exemplary performance. In this connection, will the Government inform this Committee of the following:

- (1) the numbers of wastage of civil servants in the past 3 years and the percentages they accounted for in the strength of the civil service;
- (2) the actual expenditures of various commendation schemes in the past 3 years and the estimated expenditures of these schemes in 2023-24; and
- (3) apart from the commendation schemes, what measures are in place to maintain and enhance the morale of the civil service?

Asked by: Hon CHAN Wing-kwong (LegCo internal reference no.: 48)

Reply:

- (1) In the past 3 years from 2019-20 to 2021-22, the numbers of wastage of civil servants were 8 311, 8 494 and 10 487 respectively. When compared with the civil service strength at the beginning of the year concerned, the wastage rates were 4.8%, 4.8% and 5.9% respectively. As in the past, retirement remains the main reason for the wastage of civil servants.
- (2) The Government strives to maintain and enhance the morale of the civil service, and encourage bureaux/departments (B/Ds) to fully use various commendation schemes to recognise and motivate staff of exemplary performance. Regarding the three commendation schemes listed below, the expenditures incurred in the past 3 years and the estimated expenditure for the coming year are as follows:

	2020-21 Actual (\$ million)	2021-22 Actual (\$ million)	2022-23 Revised Estimate (\$ million)	2023-24 Estimate (\$ million)
The Secretary for the Civil Service's Commendation Award Scheme	0.90	3.97	9.90	10.00
Long and Meritorious Service Travel Award Scheme	1.19 (Note 1)	81.33 (Note 1)	140.12	190.66
Civil Service Outstanding Service Award Scheme	--	--	3.28 (Note 2)	--

Note 1: Given that the COVID-19 pandemic has impacted seriously on outbound travel since early 2020, awardees were unable to use the travel awards to travel outside Hong Kong. The actual expenditures for 2020-21 and 2021-22 were thus lower than usual.

Note 2: The Civil Service Outstanding Service Award Scheme is organised every two to three years. The latest one was conducted in 2022 and concluded successfully in December 2022. There was no need to earmark any provisions for the scheme in 2023-24.

In addition, the Chief Executive announced in the 2022 Policy Address that the "Chief Executive's Award for Exemplary Performance" would be launched in second quarter of 2023 to give recognition to exemplary teams or individuals on a regular basis, with a view to encouraging civil servants to constantly strive for excellence.

- (3) Apart from the above schemes, Permanent Secretaries and Heads of Departments may issue commendation letters under the Commendation Letter Scheme to officers whose performance can meet the prescribed criteria. B/Ds are also encouraged to conduct their own award schemes to recognise the contributions of their staff.

Fair and deserving comments made by the public are crucial to maintaining and enhancing the morale of the civil service. The Civil Service Bureau will continue to use different channels to enhance public understanding of the nature of work of civil servants, the challenges they face in their work, and their commitment to serve the community. Such efforts will not only enable the public to realise the contributions made by civil servants to the community, but also help bring greater job satisfaction to the officers.

- End -

CONTROLLING OFFICER'S REPLY

CSB011

(Question Serial No. 2972)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

One of the Matters Requiring Special Attention in 2023-24 for the Civil Service Bureau is to take forward the various initiatives as set out in the 2022 Policy Address to enhance training for the civil service, particularly to enhance their understanding of the constitutional order of the Hong Kong Special Administrative Region (HKSAR) and the country's development and strategies, reinforce the patriotic spirit and the people-oriented service culture of civil servants. In this connection, will the Government inform this Committee of the following:

- (1) major initiatives taken by the Government to enhance civil servants' understanding of the constitutional order of the HKSAR and the country's development and strategies and to reinforce the patriotic spirit of civil servants in 2022-23, as well as the actual expenditure incurred by the work;
- (2) detailed plan, objectives and estimated expenditures in relation to the work of the Government to enhance civil servants' understanding of the constitutional order of the HKSAR and the country's development and strategies and to reinforce the patriotic spirit of civil servants in 2023-24; and
- (3) whether the Government has assessed civil servants' awareness of the constitutional order of the HKSAR and the country's development and strategies? If yes, what are the details; if no, what are the reasons?

Asked by: Hon CHAN Wing-kwong (LegCo internal reference no.: 49)

Reply:

The Civil Service College (CSC) under the Civil Service Bureau has in recent years continued to strengthen civil service training on the constitutional order and safeguarding national security by organising regular training programmes and thematic seminars, as well as developing more e-learning resources.

In 2022-23, CSC has enhanced national studies training for civil servants at different levels, as well as the induction training for new recruits, so as to cultivate their patriotic spirit. The training activities include:

- (i) arranging new recruits to complete within the probationary period the revised and more comprehensive training programme, so as to better understand the constitutional order of the HKSAR, the Constitution, the Basic Law, the Hong Kong National Security Law, as well as the country's system and major policies. Officers of degree or professional grades are also required to take part in advanced training upon confirmation to the permanent establishment, so as to ensure their accurate understanding of the constitutional order of the HKSAR and enhance their awareness in safeguarding national security;
- (ii) collaborating with the Office of the Commissioner of the Ministry of Foreign Affairs in the HKSAR to organise talks on our country's foreign affairs, so as to deepen senior civil servants' understanding of the international scene and our country's foreign policy;
- (iii) collaborating with Peking University to organise the two-year Master's Degree in Public Policy Programme for senior civil servants of high potential and nominated by their departments, and continuing to provide sponsorship for senior civil servants to attend the Executive Master of Public Administration Programme for the Project of Hong Kong Public Administrative Talents at Tsinghua University, so as to enrich the perspectives of the participating officers in public administration;
- (iv) organising 4 sessions on "Spirit of the President's Important Speech" and 3 sessions on spirit of the 20th National Congress of the Communist Party of China. These training initiatives helped foster civil servants' sense of "One Country", and enhanced their understanding of our country's policies and the importance of safeguarding national security;
- (v) organising a seminar on the National Security Law, delivered via video conferencing by Professor Wang Zhenmin of the School of Law of Tsinghua University, to commemorate the 2nd Anniversary of the Promulgation of the Hong Kong National Security Law. The seminar covered the holistic view of national security and issues relating to safeguarding national security, aiming to help civil servants understand the relationship between national security and their official duties; and
- (vi) launching a pre-recorded talk on "National Security, the Hong Kong National Security Law & Improving Electoral System" and a series of pre-recorded lectures on national security under the "Tsinghua Lecture Series", in support of the National Security Education Day in April last year.

In 2023-24, in addition to organising regular training programmes and thematic seminars, as well as developing more e-learning resources, CSC will launch two training initiatives in 2023, which include (i) working with the Institute for Hong Kong and Macau Studies, Peking University to design an in-depth training programme on "One Country, Two Systems" and the contemporary China for directorate officers, and (ii) launching a dedicated series of seminars on the theme of "Holistic View of National Security" to foster civil servants' understanding of the challenges Hong Kong faces in safeguarding national security in the complex international environment and the responsibilities civil servants should shoulder in safeguarding national security. Besides, CSC will gradually resume arranging middle and senior-level civil servants to attend national studies training programmes, thematic visits and staff exchange programmes on the Mainland. CSC is also arranging the second batch of

senior civil servants to attend the two-year Master's Degree in Public Policy Programme held at Peking University, and continues to provide sponsorship for senior civil servants to attend the Executive Master of Public Administration Programme for the Project of Hong Kong Public Administrative Talents at Tsinghua University. In 2023, CSC will continue organising talks on our country's foreign affairs in collaboration with the Office of the Commissioner of the Ministry of Foreign Affairs in the HKSAR, so as to deepen civil servants' understanding of the international scene and national security.

The revised estimate of national studies training in 2022-23 is \$10.5 million. For 2023-24, the estimated expenditure for national studies training is \$27.3 million, the number of trainees is around 20 000 and the number of trainee-days is around 32 000.

CSC collects participants' feedback on national studies programmes through evaluation questionnaires and learning reports, conducts meetings with participants and maintains on-going liaison with the commissioned institutions to gauge their feedback on the learning effectiveness of the programmes. The feedback of participants on these programmes have been positive, most of the participants have rated the programmes as "Outstanding" or "Very effective". They generally consider that the programmes have enhanced their understanding of the constitutional order of the HKSAR and the development of our country.

- End -

CONTROLLING OFFICER'S REPLY

CSB012

(Question Serial No. 0906)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding non-civil service contract (NCSC) staff, will the Government inform this Committee of the following:

- (1) the latest figure of NCSC staff employed by various government departments, broken down by rank (high, middle and low by reference to the Master Pay Scale of civil servants) and by length of continuous service ((i) less than 3 years, (ii) 3 to 5 years, (iii) 5 to 10 years, and (iv) over 10 years);
- (2) the number of those who have all along been serving in the same position, broken down by the length of continuous service ((i) 3 to 5 years, (ii) 5 to 10 years, and (iii) over 10 years); and
- (3) among the NCSC staff, how many of them have signed another contract because of a change in position? If any, please set out in detail the titles of their previous and current posts as well as the job descriptions in each and every case.

Asked by: Hon CHAU Siu-chung (LegCo internal reference no.: 1)

Reply:

- (1) According to the statistical information provided by Bureaux/Departments (B/Ds) on the salary range, as at 30 June 2022, among the 9 903 full-time^(Note 1) NCSC staff employed by B/Ds, 2.3% of NCSC staff received monthly pay of \$8,000 or less, 31.6% received monthly pay between \$8,000 and \$15,999, 43.8% received monthly pay between \$16,000 and \$29,999, and 22.3% received monthly pay of \$30,000 or above. The Civil Service Bureau does not collect information on the breakdown by salary band as mentioned in the question.

The breakdown of the number of full-time NCSC staff by B/Ds and length of continuous service^(Note 2) as at 30 June 2022 is set out at Annex.

- (2) As at 30 June 2022, the number of full-time NCSC staff with continuous service of five years to less than 10 years and of 10 years or more in the same position are 884 and

1 405 respectively. For NCSC staff with continuous service of less than five years, the Civil Service Bureau does not collect information on whether they have served in the same or different positions.

- (3) The NCSC Staff Scheme aims at providing B/Ds with a flexible means of employment for coping with the changing service or operational needs. B/Ds may employ additional NCSC staff having regard to their service or operational needs, while at the same time some NCSC staff may leave their positions upon conclusion of tasks or due to some other reasons. As at 30 June 2022, the number of full-time NCSC staff who have served in different positions during a continuous service of five years or more is 955. The Civil Service Bureau does not collect information on the details of every single case.

Note 1: “Full-time” employment means employment under a “continuous contract” as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

Note 2: “Continuous service” refers to employment in the same B/D without a break in service, including those who have changed different NCSC positions during the service.

**Breakdown of full-time non-civil service contract (NCSC) staff
by bureaux/departments and years of continuous service
(position as at 30 June 2022)**

(Since the table below shows the situation as of 30 June 2022, the names of the relevant bureau/departments shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau / Department	No. of full-time NCSC staff				Total
	With less than 3 years of continuous service	With 3 years to less than 5 years of continuous service	With 5 years to less than 10 years of continuous service	With 10 years or more of continuous service	
Agriculture, Fisheries and Conservation Department	91	22	4	3	120
Architectural Services Department	39	-	3	-	42
Buildings Department	29	9	10	22	70
Census and Statistics Department	162	4	-	-	166
Chief Executive's Office	2	1	2	-	5
Chief Secretary and Financial Secretary's Offices	16	13	2	-	31
Civil Aid Service	2	-	-	-	2
Civil Aviation Department	5	-	1	1	7
Civil Engineering and Development Department	42	4	3	1	50
Civil Service Bureau	2	-	-	-	2
Commerce and Economic Development Bureau	22	-	5	8	35
Companies Registry	82	40	13	-	135
Constitutional and Mainland Affairs Bureau	7	-	-	-	7
Correctional Services Department	4	-	1	-	5
Customs and Excise Department	5	2	1	-	8
Department of Health	58	11	31	211	311

Bureau / Department	No. of full-time NCSC staff				Total
	With less than 3 years of continuous service	With 3 years to less than 5 years of continuous service	With 5 years to less than 10 years of continuous service	With 10 years or more of continuous service	
Department of Justice	31	5	8	-	44
Development Bureau	25	16	13	2	56
Drainage Services Department	19	5	14	10	48
Education Bureau	891	184	151	69	1 295
Efficiency Office	228	74	87	97	486
Electrical and Mechanical Services Department	58	205	151	300	714
Environment Bureau	3	2	-	-	5
Environmental Protection Department	161	10	10	-	181
Financial Services and the Treasury Bureau	3	1	-	-	4
Fire Services Department	7	5	3	1	16
Food and Environmental Hygiene Department	73	26	18	17	134
Food and Health Bureau	77	7	3	2	89
Government Flying Service	3	2	-	1	6
Government Laboratory	3	2	1	5	11
Government Logistics Department	8	1	9	9	27
Government Property Agency	2	1	-	-	3
Highways Department	7	13	5	2	27
Home Affairs Bureau	62	22	3	3	90
Home Affairs Department	299	77	44	42	462
Hong Kong Observatory	10	5	-	-	15
Hong Kong Police Force	12	2	5	-	19
Hongkong Post	181	192	288	736	1 397

Bureau / Department	No. of full-time NCSC staff				Total
	With less than 3 years of continuous service	With 3 years to less than 5 years of continuous service	With 5 years to less than 10 years of continuous service	With 10 years or more of continuous service	
Immigration Department	397	148	4	22	571
Information Services Department	5	2	11	3	21
Inland Revenue Department	149	42	6	5	202
Innovation and Technology Bureau	3	1	-	-	4
Innovation and Technology Commission	8	5	5	9	27
Intellectual Property Department	5	3	-	1	9
Invest Hong Kong	20	21	10	35	86
Judiciary	122	29	10	12	173
Labour and Welfare Bureau	14	3	4	3	24
Labour Department	9	-	1	21	31
Land Registry	27	-	4	17	48
Lands Department	74	16	1	-	91
Legal Aid Department	4	-	-	-	4
Leisure and Cultural Services Department	386	29	31	156	602
Marine Department	2	1	2	-	5
Office of the Communications Authority	48	18	32	35	133
Office of the Government Chief Information Officer	3	1	-	-	4
Official Receiver's Office	7	4	-	2	13
Planning Department	10	3	6	2	21
Radio Television Hong Kong	60	27	34	17	138
Rating and Valuation Department	67	2	3	2	74

Bureau / Department	No. of full-time NCSC staff				Total
	With less than 3 years of continuous service	With 3 years to less than 5 years of continuous service	With 5 years to less than 10 years of continuous service	With 10 years or more of continuous service	
Registration and Electoral Office	545	131	90	10	776
Security Bureau	10	10	6	2	28
Social Welfare Department	51	6	14	-	71
Trade and Industry Department	20	-	13	16	49
Transport and Housing Bureau	12	1	4	-	17
Transport Department	19	17	4	5	45
Treasury	27	4	-	1	32
University Grants Committee Secretariat	15	4	-	3	22
Water Supplies Department	18	9	6	18	51
Working Family and Student Financial Assistance Agency	230	61	67	48	406
Total	5 098	1 561	1 257	1 987	9 903

- End -

CONTROLLING OFFICER'S REPLY

CSB013

(Question Serial No. 2188)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the implementation of five-day week (FDW) in the Government, will the Government inform this Committee of the following:

- (1) (i) the numbers of civil servants and non-civil service contract staff who are still not working on a FDW pattern in 2022-23 with a breakdown by (ii) department, (iii) grade and rank;
- (2) the numbers of civil servants and non-civil service contract staff who are still not working on a FDW pattern in 2022-23 with a breakdown by pay level; and
- (3) whether the Government has assessed the additional manpower and resources required for implementing the FDW in the entire civil service? If yes, what are the details? If no, what are the reasons?

Asked by: Hon CHAU Siu-chung (LegCo internal reference no.: 2)

Reply:

- (1) The Civil Service Bureau (CSB) conducts biennial surveys on the implementation of five-day week (FDW) in bureaux and departments. According to the result of the latest survey, as at 30 September 2022, there were around 29 600 civil servants (i.e. around 18% of the then civil service strength) and 1 100 full-time ^(Note) non-civil service contract staff (i.e. around 13% of the total number of the then full-time non-civil service contract staff) respectively were working on a non-FDW work pattern. The departments where they work are mainly responsible for delivering social welfare services, immigration counter services, cultural and leisure services, postal services, environmental hygiene services, or engaged in law enforcement, passenger/cargo clearance, management of penal institutions, etc.

The overall position of the implementation of FDW varies across bureaux and departments. Whether individual civil servants and non-civil service contract staff of different grades, ranks or posts could work on a FDW work pattern depends on the operational needs of their respective departments and positions, and it cannot be solved

solely by increasing manpower and resources. CSB has not compiled statistics on the implementation of FDW for individual grades, ranks and posts.

Note: “Full-time” employment means employment under a “continuous contract” as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

- (2) Whether or not FDW could be implemented is subject to the operational needs of the respective department and position, and pay level is irrelevant. CSB does not have the breakdown of the number of civil servants and non-civil service contract staff working on a non-FDW work pattern by pay level.
- (3) The policy objective of FDW is to improve the quality of government employees’ family life without compromising the level and efficiency of public services or incurring additional costs to taxpayers. We have not assessed the additional resources required for full implementation of FDW.

- End -

CONTROLLING OFFICER'S REPLY

CSB014

(Question Serial No. 2189)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Government, as the employer of civil servants, has a contractual obligation to provide civil service medical benefits. The prevailing long waiting time for civil servants to receive dental services, general out-patient services, specialist services and Chinese medicine services has made them unable to receive appropriate treatments. In this connection, will the Government inform this Committee of the following:

- (1) the number of civil servants eligible for (i) dental services, (2) general out-patient services, (iii) specialist services and (iv) Chinese medicine services in each of the past 5 years;
- (2) the following information on civil service medical benefits, including dental services, general out-patient services, specialist services and Chinese medicine services, related to each District Council district in each of the past 5 years: (i) consultation quotas; (ii) numbers of appointments made by eligible persons; (iii) service attendances; and (iv) average waiting time for new cases and follow-up consultations; and
- (3) whether the consultation quotas, service scopes and types of civil service medical benefits will be further increased or enhanced? If yes, of the details; if no, of the reasons?

Asked by: Hon CHAU Siu-chung (LegCo internal reference no.: 3)

Reply:

- (1) According to the information provided by the Treasury, the total number of persons eligible for civil service medical and dental benefits in the past 5 years is as follows -

Year (As at 31 August of the Year)	Total Number (rounded to the nearest hundred)
2022	567 900
2021	568 300
2020	563 400
2019	557 500
2018	550 100

- (2) The Hospital Authority (HA) does not maintain information and statistics on medical services by District Council district. Statistics on the utilisation of HA medical services by civil service eligible persons (CSEPs) in the past 5 years are tabulated as follows -

	2018-19	2019-20	2020-21	2021-22	2022-23 (up to 31 December 2022) [provisional figures]
General outpatient services attendances	807 000	752 000	603 000	672 000	407 000
Specialist outpatient services attendances	1 277 000	1 214 000	1 168 000	1 278 000	970 000
Civil Service Chinese Medicine Clinic attendances ^{Note}	-	4 800	59 200	58 900	52 000

Note: Civil Service Chinese Medicine Clinics (CSCMCs) provide free Chinese medicine (CM) services for treatment purpose for CSEPs starting from 2 March 2020.

For dental services and families clinics services provided by the Department of Health (DH), relevant information is as follows -

- (i) DH does not maintain statistics on the number of consultation quota of dental clinics and families clinics.
- (ii), (iii) The attendances of CSEPs at dental clinics (including Oral Maxillofacial Surgery and Dental Clinics in hospitals) by District Council district in the past 5 years are at **Annex**.

The attendances of CSEPs at families clinics by District Council district in the past 5 years are as follows -

District ^{Note 1}	2018	2019	2020	2021	2022
Eastern	63 000	58 000	45 000	52 000	44 000
Wanchai	61 000	58 000	47 000	52 000	52 000
Kowloon City	67 000	64 000	56 000	59 000	49 000
Tsuen Wan	53 000	52 000	41 000	48 000	39 000
North	41 000	40 000	29 000	43 000	31 000
Sai Kung	200 ^{Note 2 &3}	9 000	9 000	10 000	9 000

Note 1: The number of attendances is rounded to the nearest thousand.

Note 2: The number of attendances is rounded to the nearest hundred.

Note 3: The Families Clinic located in Sai Kung district commenced service on 20 December 2018.

- (iv) DH does not maintain information on the average waiting time for new dental cases.

As for recall appointments for routine checkups, the waiting time in 2018 and 2019 was relatively stable. During the period from 2020 to 2022, in response to the 2019 Coronavirus Disease (COVID-19) epidemic, dental clinics made various service adjustments, including suspension of recall appointments for routine checkups, deployment of manpower to participate in anti-epidemic duties, etc. Coupled with the staff wastage of the Dental Officer grade, some dental surgeries had to be closed, and some dental appointments also needed to be rescheduled from time to time according to the manpower situation, resulting in lengthening of the waiting times for recall appointments for routine checkups.

The general waiting times of CSEPs for recall appointments for routine checkups in the past 5 years are as follows –

As at	Recall appointments for routine checkups
31 December 2018	12 to 14 months
31 December 2019	12 to 14 months
31 December 2020	— ^{Note}
31 December 2021	12 to 16 months
31 December 2022	18 to 32 months

Note: In view of the development of the COVID-19 epidemic, recall appointments for routine checkups were suspended from June to December 2020 so as to free up appointment slots for follow-up dental treatments and other urgent cases.

Families clinics provide general outpatient services for CSEPs, and there is no waiting-list arrangement.

- (3) The Government has been exploring ways to enhance the medical and dental benefits of CSEPs. For the provision of CM services, the third CSCMC in Fanling, North District has just commenced services on 20 March 2023. Regarding families clinics' services, the Integrated Care Programme (ICP) and the Stable Drug Use (SDU) pilot programme were launched by the DH in March 2020. The ICP aims at improving the quality of care for patients with diabetes mellitus, and identifying early complications so that the extra consultation time arising from complications can be reduced. The SDU pilot programme seeks to enhance drug use safety for patients with chronic diseases and stable conditions who are required to take multiple types of drugs, and to minimise their needs for follow-up consultations with doctors. It is expected that the implementation of these two programmes will release doctor consultation quota for allocation to other CSEPs in need. We have also started the planning work for the seventh and eighth families clinics which will be situated in the new Tseung Kwan O Government Offices in Area 67 of Tseung Kwan O and the Kwun Tong Composite Development Project, and are expected to commence services gradually in the third quarter of 2025 and the fourth quarter of 2027 respectively. For dental services, the DH plans to set up additional dental clinics and dental surgeries in the proposed Water Supplies Department Headquarters with Hong Kong and Islands Regional Office and Correctional Services Department Headquarters Building in Chai Wan, Tseung Kwan O Government Offices and Kwun Tong Composite Development Project, etc. in the next few years. In addition, we will arrange some eligible persons to receive dental scaling services from private dental clinics under a pilot scheme in 2023-24. We will continue to strive to further enhance the medical benefits of CSEPs within the parameters of the existing or new medical facilities of the DH and the HA.

District	Attendances at Dental Clinics[^]				
	2018	2019	2020	2021	2022
Central and Western	128 900	122 700	52 500	109 600	86 600
Eastern	45 400	43 900	15 800	40 200	33 800
Southern	12 500	10 700	4 800	9 200	7 200
Wanchai	83 500	78 700	31 200	71 300	54 300
Kowloon City	41 000	38 000	14 900	36 300	31 000
Kwun Tong	34 300	33 300	14 100	32 200	28 700
Sham Shui Po	74 100	69 200	25 000	60 900	47 600
Yau Tsim Mong	85 300	83 300	40 400	88 100	72 500
Islands	9 700	9 400	4 200	8 300	7 300
Kwai Tsing	39 700	53 100	20 100	47 000	39 800
North	26 800	24 200	9 900	24 600	21 800
Sai Kung	28 900	28 000	11 000	26 000	23 900
Shatin	40 400	39 200	16 200	35 600	29 300
Tai Po	14 900	13 400	5 200	12 400	10 600
Tsuen Wan	23 300	25 700	10 200	24 400	22 400
Tuen Mun	21 400	20 800	8 300	19 600	17 900
Yuen Long	25 100	30 800	15 000	33 400	27 300

District	Attendances at Oral & Maxillofacial Surgery and Dental Clinics in hospitals[^]				
	2018	2019	2020	2021	2022
Eastern	4 200	4 000	2 500	3 900	3 300
Southern	5 600	5 300	3 700	5 000	3 900
Yau Tsim Mong	7 900	6 600	5 300	6 100	4 200
Kwai Tsing	2 900	2 800	2 000	3 300	2 900
North	5 100	5 200	2 900	4 400	3 500
Shatin	6 200	5 600	4 600	5 300	3 900
Tuen Mun	2 400	2 600	1 900	1 800	2 100

[^] The number of attendances is rounded to the nearest hundred.

-End-

CONTROLLING OFFICER'S REPLY

CSB015

(Question Serial No. 2190)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding support for the employment of persons with disabilities, will the Government inform this Committee of the following:

1. (i) the numbers of serving civil servants with disabilities and (ii) the percentage they account for in the total number of civil servants across various government departments in the past 5 years, with a breakdown by (a) type of disability and (b) post and rank;
2. the respective numbers of civil servants with disabilities that were newly-appointed, left the service not because of retirement, and retired from service across various government departments in each of the past 5 years, with a breakdown by type of disability;
3. whether any inclusive policy has been adopted or improvements have been made to office setting so that persons with disabilities can work in a suitable environment. If yes, of the details; if no, of were the reasons; and
4. whether new initiatives or publicity measures have been introduced over the past 5 years to attract persons with disabilities to apply for civil service posts. If yes, what were the details; if no, what were the reasons?

Asked by: Hon CHAU Siu-chung (LegCo internal reference no.: 4)

Reply:

- 1.&2. We collect statistical information from Bureaux/Departments (B/Ds) on employment of persons with disabilities in the Government each year. B/Ds collect relevant information through different channels, such as when job applicants declare their disabilities on a voluntary basis and request for special arrangements in attending the selection test/interview having regard to their disabilities, or when serving employees apply for financial assistance to purchase technical aids to assist in their performance of duties. The Government does not and has no plan to require serving civil servants and job applicants to declare their disabilities. Given that civil servants and government job applicants declare their disabilities on a voluntary basis, the actual figure may be greater than the statistical figure.

The number of civil servants known to have disabilities (excluding persons with colour blindness or defective colour perception) as well as the percentages they accounted for in the overall strength of the civil service, the number of those who were newly recruited and the number of those who left the civil service ^{Note 1}, with breakdown by types of disability, from 2017-18 to 2021-22, are set out in Tables 1-6 below. The number of civil servants known to have disabilities, with breakdown by groups of ranks ^{Note 2} from 2017-18 to 2021-22, is set out in Table 7 below. We do not separately collect the relevant figures with breakdown by posts.

Table 1 Number of civil servants known to have disabilities from 2017-18 to 2021-22 (by types of disability)

Type of disability	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Visual impairment	355	337	320	303	288
Hearing impairment	391	398	414	403	397
Physical disability	1 301	1 209	1 154	1 073	974
Intellectual disability	15	16	14	14	13
Ex-mentally ill persons	341	356	357	339	340
Visceral disability	518	544	548	559	570
Others, e.g. autism, speech impairment, specific learning difficulties, etc.	21	21	23	24	25
Total (Percentage in the overall strength of the civil service)	2 942 (1.7%)	2 881 (1.6%)	2 830 (1.6%)	2 715 (1.5%)	2 607 (1.5%)

Table 2 Number of civil servants known to have disabilities from 2017-18 to 2021-22 (by B/Ds)

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	160	142	137	137	129
Architectural Services Department	20	19	17	12	11
Audit Commission	1	1	1	0	0
Auxiliary Medical Service	1	1	1	1	0
Buildings Department	12	10	11	10	10
Census and Statistics Department	17	17	15	14	11
Civil Aid Service	2	2	2	2	2
Civil Aviation Department	4	5	5	5	5
Civil Engineering and Development Department	41	44	44	41	36
Companies Registry	20	17	16	16	14

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Correctional Services Department	211	196	188	183	186
Customs and Excise Department	48	59	62	62	56
Department of Health	75	74	79	77	76
Department of Justice	13	17	20	29	29
Drainage Services Department	79	80	69	59	50
Electrical and Mechanical Services Department	60	54	54	54	47
Environmental Protection Department	7	12	13	14	13
Fire Services Department	33	36	35	35	33
Food and Environmental Hygiene Department	140	136	127	106	102
Government Flying Service	0	0	1	1	1
Government Laboratory	1	1	1	0	0
Government Logistics Department	23	24	24	18	18
Government Property Agency	3	3	2	2	3
G.S. : Offices of the Chief Secretary for Administration and the Financial Secretary	9	7	9	8	7
G.S. : Civil Service Bureau (CSB)	12	13	13	11	11
G.S. : Commerce and Economic Development Bureau	3	2	2	6	5
G.S. : Constitutional and Mainland Affairs Bureau	1	1	1	1	2
G.S. : Development Bureau	2	2	3	2	2
G.S. : Education Bureau	47	63	66	71	76
G.S. : Environment Bureau	1	0	0	0	0
G.S. : Financial Services and the Treasury Bureau	1	1	1	3	3
G.S. : Food and Health Bureau	1	1	1	0	0
G.S. : Home Affairs Bureau	2	2	2	2	2
G.S. : Innovation and Technology Bureau	16	20	20	14	11
G.S. : Labour and Welfare Bureau	4	3	2	2	1
G.S. : Security Bureau	2	2	1	1	1
G.S. : Transport and Housing Bureau	1	1	3	3	1
Highways Department	61	64	73	78	76
Home Affairs Department	57	54	49	45	41

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Hong Kong Observatory	3	3	2	2	2
Hong Kong Police Force	516	490	466	425	405
Hongkong Post	87	84	77	68	62
Hospital Authority	20	12	11	9	5
Housing Department	100	107	103	104	106
Immigration Department	200	197	195	195	179
Information Services Department	2	3	3	3	4
Inland Revenue Department	98	91	91	85	77
Intellectual Property Department	2	3	2	2	3
Invest Hong Kong	1	1	1	2	2
Judiciary	30	31	30	29	31
Labour Department	64	62	70	74	74
Land Registry	18	22	24	19	24
Lands Department	57	60	56	50	43
Legal Aid Department	7	7	8	6	6
Leisure and Cultural Services Department	246	232	224	239	245
Marine Department	19	18	18	14	13
Office of the Communications Authority	12	13	11	8	9
Official Receiver's Office	4	3	4	1	1
Planning Department	5	5	4	3	4
Public Service Commission	1	1	0	0	0
Radio Television Hong Kong	1	2	2	2	3
Rating and Valuation Department	21	20	22	22	22
Registration and Electoral Office	3	2	3	3	4
Social Welfare Department	126	124	130	120	121
Trade and Industry Department	10	10	8	7	4
Transport Department	25	28	28	31	29
Treasury	8	8	8	8	7
Water Supplies Department	47	40	40	40	34
Working Family and Student Financial Assistance Agency	18	16	19	19	17
Total	2 942	2 881	2 830	2 715	2 607

Table 3 Number of newly recruited civil servants known to have disabilities from 2017-18 to 2021-22 (by types of disability)

Type of disability	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Visual impairment	8	11	6	8	8
Hearing impairment	24	17	24	9	19
Physical disability	9	13	16	7	8
Intellectual disability	1	2	0	1	0
Ex-mentally ill persons	9	6	3	4	8
Visceral disability	22	41	24	30	30
Others, e.g. autism, speech impairment, specific learning difficulties, etc.	1	0	2	0	1
Total	74	90	75	59	74

Table 4 Number of newly recruited civil servants known to have disabilities from 2017-18 to 2021-22 (by B/Ds)

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Architectural Services Department	0	0	0	1	0
Buildings Department	0	0	1	0	0
Census and Statistics Department	0	0	2	0	0
Civil Aviation Department	0	1	0	0	0
Civil Engineering and Development Department	0	5	0	0	1
Correctional Services Department	0	0	0	0	1
Customs and Excise Department	0	1	0	0	0
Department of Health	11	7	6	4	7
Department of Justice	2	3	6	2	2
Drainage Services Department	3	4	0	1	0
Electrical and Mechanical Services Department	2	0	2	1	0
Environmental Protection Department	0	1	0	0	0
Fire Services Department	0	3	0	0	1
Food and Environmental Hygiene Department	4	8	7	3	6
Government Logistics Department	5	2	0	2	2
Government Property Agency	1	0	0	0	0
G.S. : CSB	0	1	0	0	1
G.S. : Education Bureau	2	16	6	7	8
G.S. : Financial Services and the Treasury Bureau	0	0	0	1	0

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
G.S. : Innovation and Technology Bureau	0	1	2	0	2
Highways Department	0	0	1	0	1
Home Affairs Department	0	1	1	0	1
Hong Kong Police Force	5	5	0	5	3
Hongkong Post	2	5	0	0	0
Housing Department	3	6	2	5	3
Inland Revenue Department	3	1	5	0	1
Intellectual Property Department	0	1	0	0	0
Judiciary	1	0	1	0	1
Labour Department	0	0	3	0	1
Land Registry	0	0	1	0	1
Lands Department	3	3	2	1	1
Legal Aid Department	1	0	0	0	0
Leisure and Cultural Services Department	19	7	10	21	20
Marine Department	0	1	0	0	0
Office of the Communications Authority	0	0	2	0	0
Official Receiver's Office	0	0	1	0	0
Planning Department	0	0	1	0	0
Rating and Valuation Department	2	0	1	0	1
Social Welfare Department	4	5	8	2	8
Transport Department	0	1	1	3	0
Treasury	0	0	1	0	0
Water Supplies Department	0	1	0	0	0
Working Family and Student Financial Assistance Agency	1	0	2	0	1
Total	74	90	75	59	74

Table 5 Number of civil servants known to have disabilities leaving the service ^{Note 1} from 2017-18 to 2021-22 (by types of disability) (Numbers in bracket are retirement cases)

Type of disability	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Visual impairment	31 (28)	30 (27)	26 (24)	31 (30)	24 (20)
Hearing impairment	16 (12)	13 (13)	13 (11)	22 (18)	27 (17)
Physical disability	159 (143)	141 (133)	114 (106)	110 (102)	141 (128)
Intellectual disability	1 (1)	1 (1)	2 (2)	1 (1)	1 (1)
Ex-mentally ill persons	34	19	28	31	31

Type of disability	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
	(32)	(12)	(25)	(28)	(26)
Visceral disability	66 (56)	54 (44)	53 (37)	45 (36)	41 (33)
Others, e.g. autism, speech impairment, specific learning difficulties, etc.	1 (1)	0 (0)	0 (0)	0 (0)	1 (1)
Total	308 (273)	258 (230)	236 (205)	240 (215)	266 (226)

Table 6 Number of civil servants known to have disabilities leaving the service ^{Note 1} from 2017-18 to 2021-22 (by B/Ds)

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	24	25	18	16	22
Architectural Services Department	2	1	2	5	3
Audit Commission	0	0	0	1	0
Auxiliary Medical Service	0	0	0	0	1
Buildings Department	1	1	0	1	1
Census and Statistics Department	0	0	3	1	3
Civil Aviation Department	1	0	0	0	0
Civil Engineering and Development Department	0	2	3	3	6
Companies Registry	1	3	1	1	2
Correctional Services Department	27	32	29	17	19
Customs and Excise Department	4	5	3	7	9
Department of Health	11	9	4	8	7
Department of Justice	0	0	3	0	1
Drainage Services Department	16	5	9	8	8
Electrical and Mechanical Services Department	4	10	6	3	6
Environmental Protection Department	0	0	0	0	1
Fire Services Department	1	0	1	2	3
Food and Environmental Hygiene Department	38	11	18	21	12
Government Laboratory	1	0	0	1	0
Government Logistics Department	4	1	1	4	2
Government Property Agency	0	0	1	0	0

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
G.S. : Offices of the Chief Secretary for Administration and the Financial Secretary	0	0	0	1	1
G.S. : CSB	0	4	0	1	1
G.S. : Constitutional and Mainland Affairs Bureau	0	0	1	0	0
G.S. : Development Bureau	0	0	1	1	0
G.S. : Education Bureau	4	2	5	3	0
G.S. : Innovation and Technology Bureau	1	1	1	3	4
G.S. : Labour and Welfare Bureau	0	1	0	0	0
Highways Department	6	5	3	5	8
Home Affairs Department	3	6	6	3	4
Hong Kong Police Force	58	38	43	32	28
Hongkong Post	10	7	7	9	10
Hospital Authority	1	8	1	2	4
Housing Department	5	2	8	7	7
Immigration Department	10	13	10	5	16
Information Services Department	0	1	0	0	0
Inland Revenue Department	6	6	5	6	10
Judiciary	2	0	3	1	1
Labour Department	5	3	2	2	8
Land Registry	4	2	1	6	2
Lands Department	2	3	6	5	5
Legal Aid Department	1	0	0	2	0
Leisure and Cultural Services Department	26	25	14	21	23
Marine Department	4	2	2	2	1
Office of the Communications Authority	2	3	4	3	0
Official Receiver's Office	0	1	0	2	0
Planning Department	0	0	1	1	0
Rating and Valuation Department	3	2	2	1	1
Social Welfare Department	10	5	1	12	7
Trade and Industry Department	0	0	1	0	3
Transport Department	4	3	1	4	4
Treasury	1	0	1	1	1
Water Supplies Department	5	9	2	0	7

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Working Family and Student Financial Assistance Agency	0	1	2	0	4
Total	308	258	236	240	266

Note 1 : Including retirement, resignation, completion of agreement and decease.

Table 7 Number of civil servants known to have disabilities from 2017-18 to 2021-22 (by groups of ranks ^{Note 2})

	Year and Groups of ranks									
	2017-18		2018-19		2019-20		2020-21		2021-22	
	Lower and Middle ranks	Upper ranks	Lower and Middle ranks	Upper ranks	Lower and Middle ranks	Upper ranks	Lower and Middle ranks	Upper ranks	Lower and Middle ranks	Upper ranks
Numbers of civil servants with Disabilities	2 785	157	2 712	169	2 656	174	2 545	170	2 439	168

Note 2 : The group of lower and middle ranks covers ranks with maximum salary below Master Pay Scale (MPS) Point 34 or equivalent, while the group of upper ranks includes ranks with maximum salary between MPS Point 34 to 49 and on Directorate Pay Scale or equivalent. We do not collect separate breakdown figures for the lower and middle ranks.

- CSB has provided \$431,000 to B/Ds for purchase or replacement of technical aids for 15 officers with disabilities from 2018-19 to 2022-23 to facilitate their performance of duties. The relevant details are set out in Table 8 below.

Table 8 Amount of fund provided to B/Ds from 2018-19 to 2022-23 (as at 28 February)

Year	Amount of fund provided (\$'000)
2018-19	7.6
2019-20	6.2
2020-21	5.9
2021-22	9.5
2022-23 (as at 28 February)	13.9

- To let government job applicants with disabilities have a better understanding of the Government's policy and measures on employment of people with disabilities, the Labour Department has, in collaboration with the CSB, issued a booklet entitled

"Employ People Based on Their Abilities - Application for Government Jobs by Persons with Disabilities". The booklet, which was last updated in 2018, has been uploaded to the websites of CSB and Labour Department. It sets out the major points to be noted by persons with disabilities when applying for government jobs and the assistance provided by the Selective Placement Division of Labour Department for job seekers with disabilities.

In addition, CSB has since 2016 launched the Internship Scheme for Students with Disabilities ("the Scheme"), and doubled the number of internship places since 2018 from an average of 50 a year to 100. The Scheme enables students with disabilities to gain work experience and gives B/Ds opportunities to better appreciate the talents and potential of persons with disabilities. Since its inception, 575 full-time tertiary students with disabilities and students of the Shine Skills Centre of the Vocational Training Council have participated in the Scheme.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 2191)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the employment of civil servants, will the Government inform this Committee of the following:

- (1) the numbers of new recruits to the civil service in each bureau and department in the past 3 years, setting out their (i) posts; (ii) job types and grades; and (iii) pay levels;
- (2) (i) the numbers of staff leaving the service and (ii) the resignation rates in various bureaux and departments in the past 5 years, with a breakdown by (a) reason of wastage and (b) age group (15 to 19, 20 to 24, 25 to 29, 30 to 34, 35 to 39, 40 to 44, 45 to 49, 50 to 54, 55 to 59, 60 to 65, and over 65); and
- (3) the numbers of civil service vacancies in various bureaux and departments in 2022-23, with a breakdown by job type, grade and post.

Asked by: Hon CHAU Siu-chung (LegCo internal reference no.: 5)

Reply:

- (1) From 2019-20 to 2021-22, there were a total of 36 476 new recruits (i.e. assumed duty in the years concerned) to the civil service. A breakdown of the annual recruitment figures by bureau/department/office is set out at **Annex A**.
- (2) In the past 5 years from 2017-18 to 2021-22, the numbers of wastage of civil servants were 8 616, 8 557, 8 311, 8 494 and 10 487 respectively. A breakdown of the statistics by reasons of wastage and age groups is set out at **Annex B**.

As for the numbers of resignation of civil servants, there were 1 333, 1 443, 1 571, 1 863 and 3 734 in the past 5 years from 2017-18 to 2021-22 respectively. When compared with the civil service strength at the beginning of the year concerned, the resignation rates were 0.8%, 0.8%, 0.9%, 1.0% and 2.1% respectively. The reasons for resignation include medical or family reasons, pursuing further studies and taking up other jobs, etc. A breakdown of the statistics by age groups is set out at **Annex C**.

- (3) A breakdown of the vacancy figures as at 30 November 2022 by bureau/department/office is set out at **Annex D**.

At present, the rotation and turnover of the civil service are normal and stable. We will continue to keep in view the overall manpower requirement and recruitment situation and ensure that bureaux/departments/offices will take early actions to formulate manpower plans, launch recruitment exercises in a timely manner, and enhance promotion works to fill vacancies.

**Number of New Recruits to the Civil Service in
2019-20 to 2021-22**

Bureau/Department/Office	2019-20	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	138	281	180
Auxiliary Medical Service	3	5	6
Architectural Services Department	192	172	176
Audit Commission	9	8	3
Buildings Department	134	142	77
Civil Aviation Department	97	16	64
Civil Aid Service	3	0	4
Commerce and Economic Development Bureau	15	12	27
Civil Engineering and Development Department	268	215	136
Census and Statistics Department	61	60	82
Companies Registry	12	2	20
Civil Service Bureau	3 406	2 170	2 418
Correctional Services Department	423	384	354
Chief Executive's Office Chief Secretary for Administration's Office and Financial Secretary's Office	18	5	4
Customs and Excise Department	371	311	195
Development Bureau	8	12	11
Department of Health	362	377	314
Department of Justice	59	42	84
Drainage Services Department	19	3	27
Education Bureau	616	295	205
Electrical and Mechanical Services Department	488	486	507
Environment Bureau and Environmental Protection Department	130	164	84
Food and Environmental Hygiene Department	499	672	568
Fire Services Department	407	727	638
Government Flying Service	37	29	15
Government Logistics Department	335	318	432

Bureau/Department/Office	2019-20	2020-21	2021-22
Government Laboratory	34	17	27
Government Property Agency	16	6	3
Home Affairs Department	122	26	130
Housing Department	561	611	760
Hong Kong Observatory	24	41	33
Hong Kong Police Force	1 020	889	851
Hongkong Post	57	66	169
Highways Department	214	444	170
Immigration Department	370	225	154
Invest Hong Kong	0	1	0
Intellectual Property Department	2	10	10
Inland Revenue Department	161	128	104
Information Services Department	23	33	30
Innovation and Technology Bureau	14	10	0
Innovation and Technology Commission	13	14	5
Judiciary	46	67	36
Labour Department	164	34	141
Legal Aid Department	30	20	23
Land Registry	9	12	6
Lands Department	384	284	307
Leisure and Cultural Services Department	692	622	595
Marine Department	78	59	54
Office of the Communications Authority	10	46	40
Office of the Government Chief Information Officer	145	160	121
Official Receiver's Office	29	2	9
Planning Department	40	45	30
Registration and Electoral Office	1	1	0
Radio Television Hong Kong	24	10	0
Rating and Valuation Department	73	25	69
Social Welfare Department	284	239	330
Transport Department	92	56	74
Transport and Housing Bureau	0	2	0
Trade and Industry Department	0	2	2

Bureau/Department/Office	2019-20	2020-21	2021-22
Treasury	75	76	72
University Grants Committee Secretariat	0	0	2
Water Supplies Department	624	381	375
Total	13 541	11 572	11 363

Statistics on Civil Servants Leaving the Service
2017-18 to 2021-22

A. Reason of Wastage

Reason of Wastage	2017-18	2018-19	2019-20	2020-21	2021-22
Retirement	6 660	6 507	6 137	6 137	6 310
Resignation	1 333	1 443	1 571	1 863	3 734
Completion of Agreement	449	424	404	241	153
Death	124	130	130	136	112
Dismissal	14	14	14	13	35
Termination of Service	10	14	15	31	66
Other Reasons	26	25	40	73	77
Total	8 616	8 557	8 311	8 494	10 487

B. Age Group

Age Group	2017-18	2018-19	2019-20	2020-21	2021-22
Below 20	2	2	7	5	2
20 to below 25	201	230	244	164	184
25 to below 30	379	446	465	523	840
30 to below 35	243	283	293	401	711
35 to below 40	185	140	201	299	656
40 to below 45	141	133	140	221	559
45 to below 50	137	148	126	156	426
50 to below 55	710	572	617	675	938
55 to below 60	3 067	3 044	2 825	2 374	2 071
60 to below 65	3 545	3 550	3 353	3 587	3 917
65 and above	6	9	40	89	183
Total	8 616	8 557	8 311	8 494	10 487

**Statistics on of Resignation of Civil Servants
2017-18 to 2021-22**

Age Group	2017-18	2018-19	2019-20	2020-21	2021-22
Below 20	2	2	7	5	2
20 to below 25	201	225	241	161	178
25 to below 30	370	435	458	503	800
30 to below 35	232	275	280	385	675
35 to below 40	170	129	189	289	624
40 to below 45	104	102	108	197	530
45 to below 50	81	91	83	115	369
50 to below 55	93	89	84	95	261
55 to below 60	64	65	84	82	224
60 to below 65	16	30	36	31	70
65 and above	0	0	1	0	1
Total	1 333	1 443	1 571	1 863	3 734

Establishment, Strength and Vacancy of the Civil Service in 2022-23
(position as at 30 November 2022)

Bureau/Department/Office	Establishment Note 1	Strength Note 2	Vacancy
Agriculture, Fisheries and Conservation Department	2 331	1 853	478
Auxiliary Medical Service	99	95	4
Architectural Services Department	2 033	1 952	81
Audit Commission	198	194	4
Buildings Department	2 128	2 018	110
Civil Aviation Department	901	776	125
Civil Aid Service	109	100	9
Commerce and Economic Development Bureau	279	254	25
Civil Engineering and Development Department	2 071	1 941	130
Census and Statistics Department	1 269	1 218	51
Chief Executive's Office	103	96	7
Constitutional and Mainland Affairs Bureau	218	192	26
Companies Registry	394	376	18
Civil Service Bureau	1 030	971	59
Correctional Services Department	7 242	6 464	778
Chief Secretary for Administration's Office	560	512	48
Culture, Sports and Tourism Bureau	330	310	20
Customs and Excise Department	7 392	6 952	440
Development Bureau	653	623	30
Department of Health	6 938	6 218	720
Department of Justice	1 507	1 339	168
Drainage Services Department	2 056	1 772	284
Education Bureau	6 296	5 333	963
Environment and Ecology Bureau	101	95	6
Electrical and Mechanical Services Department	4 343	4 029	314
Environmental Protection Department	2 315	2 214	101

Bureau/Department/Office	Establishment Note 1	Strength Note 2	Vacancy
Food and Environmental Hygiene Department	11 502	10 575	927
Fire Services Department	11 501	11 116	385
Financial Services and the Treasury Bureau	324	316	8
Government Flying Service	335	290	45
Government Logistics Department	743	709	34
Government Laboratory	515	494	21
Government Property Agency	335	304	31
Hospital Authority ^{Note 3}	422	422	0
Home Affairs Department	2 267	2 139	128
Housing Bureau	13	12	1
Housing Department	9 818	9 111	707
Health Bureau	229	219	10
Hong Kong Monetary Authority ^{Note 3}	3	1	2
Hong Kong Observatory	372	347	25
Hong Kong Police Force	37 947	31 306	6 641
Post Office	4 568	4 215	353
Home and Youth Affairs Bureau	178	174	4
Highways Department	2 489	2 320	169
Immigration Department	9 146	8 425	721
Invest Hong Kong	39	37	2
Intellectual Property Department	186	172	14
Inland Revenue Department	2 937	2 805	132
Information Services Department	453	436	17
Innovation and Technology Commission	319	310	9
Innovation, Technology and Industry Bureau	174	157	17
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	35	35	0
Judiciary	1 850	1 676	174
Labour Department	2 563	2 447	116
Legal Aid Department	563	525	38
Land Registry	578	484	94
Lands Department	4 756	4 291	465

Bureau/Department/Office	Establishment Note 1	Strength Note 2	Vacancy
Leisure and Cultural Services Department	10 260	9 580	680
Labour and Welfare Bureau	127	128	-1
Marine Department	1 483	1 328	155
Office of the Communications Authority	438	405	33
Office of the Government Chief Information Officer	696	653	43
Official Receiver's Office	285	271	14
Planning Department	955	876	79
Public Service Commission	33	35	-2
Registration and Electoral Office	289	273	16
Radio Television Hong Kong	735	596	139
Rating and Valuation Department	975	887	88
Security Bureau	241	234	7
Secretariat, Commissioner on Interception of Communications and Surveillance	23	23	0
Social Welfare Department	6 533	6 195	338
Transport Department	1 907	1 763	144
Trade and Industry Department	518	485	33
Transport and Logistics Bureau	225	217	8
Treasury	581	493	88
University Grants Committee	90	85	5
Working Family and Student Financial Assistance Agency	1 328	1 222	106
Water Supplies Department	4 700	4 339	361
Total	192 478	173 855	18 623

- Note 1 Establishment figures include permanent posts and supernumerary posts approved by the Finance Committee of the Legislative Council, but exclude Judges and Judicial Officers, Independent Commission Against Corruption officers and locally engaged staff working in Hong Kong Economic and Trade Offices.
- 2 Strength figures include officers on final leave and hence the strength may be larger than the establishment in certain bureaux/departments/offices.
- 3 These organisations have posts to accommodate staff who have remained in the civil service.

- End -

CONTROLLING OFFICER'S REPLY

CSB017

(Question Serial No. 0746)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is stated in the Budget Speech that the Government's target of zero growth in the civil service establishment will remain unchanged in 2023-24. It is expected that as at the end of March 2024, there will still be about 197 000 posts in the civil service establishment. Please inform this Committee of the following:

1. apart from civil servants in the establishment, how many non-civil service contract staff and outsourced workers paid by public funds were there in the past 2 years? Which departments were they from?
2. the resignation of civil servants in the establishment in the past 2 years, broken down by grade and age.

Asked by: Hon CHOW Man-kong (LegCo internal reference no.: 37)

Reply:

1. The breakdown of the number of full-time ^(Note) non-civil service contract staff by bureaux/departments in the past two years (i.e. from 2021 to 2022, as at 30 June) is set out in **Annex A**.

Outsourced workers are not under the purview of the Civil Service Bureau. Hence, this Bureau does not have the relevant figures.

Note: "Full-time" employment means employment under a "continuous contract" as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

2. In the past two years from 2020-21 to 2021-22, the numbers of resignation of civil servants were 1 863 and 3 734 respectively, involving an average of about 190 civil service grades each year. A breakdown of the statistics by age group and bureaux/departments is set out at **Annex B**.

**Breakdown of non-civil service contract staff
by bureaux/departments**

(Since the table below shows the situation as of 30 June 2022, the names of the relevant bureau/departments shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau/Department	Position as at 30 June 2021	Position as at 30 June 2022
Agriculture, Fisheries and Conservation Department	104	120
Architectural Services Department	30	42
Auxiliary Medical Service	-	-
Buildings Department	83	70
Census and Statistics Department	1 420	166
Chief Executive's Office	4	5
Chief Secretary and Financial Secretary's Offices	63	31
Civil Aid Service	3	2
Civil Aviation Department	6	7
Civil Engineering and Development Department	33	50
Civil Service Bureau	9	2
Commerce and Economic Development Bureau	35	35
Companies Registry	125	135
Constitutional and Mainland Affairs Bureau	7	7
Correctional Services Department	4	5
Customs and Excise Department	5	8
Department of Health	494	311
Department of Justice	37	44
Development Bureau	70	56
Drainage Services Department	75	48
Education Bureau	1 293	1 295
Efficiency Office	529	486
Electrical and Mechanical Services Department	743	714
Environment Bureau	5	5

Bureau/Department	Position as at 30 June 2021	Position as at 30 June 2022
Environmental Protection Department	220	181
Financial Services and the Treasury Bureau	5	4
Fire Services Department	26	16
Food and Environmental Hygiene Department	157	134
Food and Health Bureau	53	89
Government Flying Service	6	6
Government Laboratory	12	11
Government Logistics Department	26	27
Government Property Agency	3	3
Highways Department	33	27
Home Affairs Bureau	163	90
Home Affairs Department	453	462
Hong Kong Observatory	19	15
Hong Kong Police Force	17	19
Hongkong Post	1 523	1 397
Immigration Department	574	571
Information Services Department	21	21
Inland Revenue Department	165	202
Innovation and Technology Bureau	3	4
Innovation and Technology Commission	28	27
Intellectual Property Department	9	9
Invest Hong Kong	91	86
Judiciary	129	173
Labour and Welfare Bureau	25	24
Labour Department	31	31
Land Registry	71	48
Lands Department	99	91
Legal Aid Department	7	4
Leisure and Cultural Services Department	664	602
Marine Department	4	5

Bureau/Department	Position as at 30 June 2021	Position as at 30 June 2022
Office of the Communications Authority	132	133
Office of the Government Chief Information Officer	2	4
Official Receiver's Office	17	13
Planning Department	25	21
Radio Television Hong Kong	143	138
Rating and Valuation Department	40	74
Registration and Electoral Office	1 112	776
Security Bureau	37	28
Social Welfare Department	84	71
Trade and Industry Department	53	49
Transport and Housing Bureau	10	17
Transport Department	49	45
Treasury	43	32
University Grants Committee Secretariat	29	22
Water Supplies Department	58	51
Working Family and Student Financial Assistance Agency	361	406
Total	12 009	9 903

Statistics on Resignation of Civil Servants
2020-21 to 2021-22

A. Age Group

Age Group	2020-21	2021-22
Below 20	5	2
20 to below 30	664	978
30 to below 40	674	1 299
40 to below 50	312	899
50 to below 60	177	485
60 and above	31	71
Total	1 863	3 734

B. Bureau/Department

Bureau/Department	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	20	37
Architectural Services Department	22	53
Audit Commission	2	5
Auxiliary Medical Service	0	5
Buildings Department	23	38
Census and Statistics Department	10	32
Chief Executive's Office	1	2
Chief Secretary for Administration's Office	14	8
Civil Aid Service	0	2
Civil Aviation Department	14	32
Civil Engineering and Development Department	16	39
Civil Service Bureau	20	25
Commerce and Economic Development Bureau	5	25
Companies Registry	6	10
Constitutional and Mainland Affairs Bureau	3	7
Correctional Services Department	93	102

Bureau/Department	2020-21	2021-22
Customs and Excise Department	64	126
Department of Health	141	297
Department of Justice	27	46
Development Bureau	8	19
Drainage Services Department	17	37
Education Bureau	76	189
Electrical and Mechanical Services Department	22	50
Environment Bureau	1	3
Environmental Protection Department	29	61
Financial Services and the Treasury Bureau	5	9
Fire Services Department	82	167
Food and Environmental Hygiene Department	90	202
Food and Health Bureau	9	16
Government Flying Service	0	3
Government Laboratory	6	5
Government Logistics Department	8	16
Government Property Agency	4	11
Highways Department	17	48
Home Affairs Bureau	8	8
Home Affairs Department	33	70
Hong Kong Observatory	5	12
Hong Kong Police Force	301	313
Hongkong Post	30	81
Housing Department	79	198
Immigration Department	59	151
Information Services Department	6	15
Inland Revenue Department	45	99
Innovation and Technology Bureau	4	6
Innovation and Technology Commission	2	12
Intellectual Property Department	4	15
Invest Hong Kong	1	0

Bureau/Department	2020-21	2021-22
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	1	0
Judiciary	20	44
Labour and Welfare Bureau	2	5
Labour Department	37	69
Land Registry	6	12
Lands Department	52	87
Legal Aid Department	11	14
Leisure and Cultural Services Department	77	252
Marine Department	13	32
Office of the Communications Authority	5	13
Office of the Government Chief Information Officer	13	15
Official Receiver's Office	2	13
Planning Department	12	15
Public Service Commission	1	1
Radio Television Hong Kong	12	42
Rating and Valuation Department	11	26
Registration and Electoral Office	3	12
Secretariat, Commissioner on Interception of Communications and Surveillance	0	1
Security Bureau	4	4
Social Welfare Department	67	181
Trade and Industry Department	5	10
Transport and Housing Bureau	3	5
Transport Department	26	42
Treasury	10	15
University Grants Committee Secretariat	2	5
Water Supplies Department	20	70
Working Family and Student Financial Assistance Agency	16	42
Total	1 863	3 734

- End -

CONTROLLING OFFICER'S REPLY

CSB018

(Question Serial No. 0856)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

It is stated in paragraph 187 of the Budget Speech that “the civil service establishment maintained a zero growth in this financial year”. In this connection, please advise this Committee on the following:

1. whether the specific definition of “zero growth” represents a zero growth in the number of civil servants as a whole or a zero growth in the numbers of directorate and non-directorate civil servants respectively;
2. the establishment changes in the past year in detail, i.e. titles of all created and deleted posts, the bureaux/departments concerned, ranks, salary points, etc.; and
3. the amounts of and growth rates in expenditures on salaries and benefits relating to the civil service respectively in the past 5 years.

Asked by: Hon IP LAU Suk-ye, Regina (LegCo internal reference no.: 17)

Reply:

1. To strengthen fiscal discipline, the Government had maintained zero growth in the civil service establishment for two consecutive fiscal years since 2021-22, with the aim of ensuring the sustainability of public finances. We will continue to strictly control the growth of the civil service establishment and maintain the target of zero growth in 2023-24. It is expected that as at end-March 2024, the civil service establishment (i.e. the total number of directorate and non-directorate civil service posts) will remain at about 197 000 posts, with the number of directorate posts maintained at a level of no more than 1% of the total civil service establishment.
2. For directorate posts, the numbers of permanent and supernumerary directorate posts in various bureaux/departments/offices in the past 2 financial years are set out at **Annex A** and **Annex B** respectively.

For non-directorate posts, to meet their staffing needs flexibly, bureaux/departments may create or delete non-directorate posts so long as their respective establishment and

provision ceilings are not exceeded. The Civil Service Bureau does not keep information on the creation and deletion of non-directorate posts by ranks or salary points in 2022-23.

3. Expenditure items of personal emoluments and various fringe benefits of the civil service from 2018-19 to 2022-23 are tabulated as follows -

Item	Actual expenditure for 2018-19	Actual expenditure for 2019-20	Actual expenditure for 2020-21	Actual expenditure for 2021-22	Revised estimate for 2022-23
	\$ million	\$ million (percentage change)	\$ million (percentage change)	\$ million (percentage change)	\$ million (percentage change)
(i) Personal Emoluments	79,264	87,490 (10.4%)	87,617 (0.1%)	88,041 (0.5%)	91,668 (4.1%)
(ii) Public and Judicial Service Pensions under Head 120 (Note 1)	35,510	37,386 (5.3%)	41,348 (10.6%)	42,243 (2.2%)	44,745 (5.9%)
(iii) MPF/CSPF contribution	4,553	5,409 (18.8%)	6,048 (11.8%)	6,731 (11.3%)	7,562 (12.3%)
(iv) Housing Allowances under Head 46	2,712	2,923 (7.8%)	3,265 (11.7%)	3,632 (11.3%)	4,114 (13.3%)
(v) Medical and Dental Services under Head 37 (Note 2)	1,635	1,804 (10.3%)	1,870 (3.7%)	1,940 (3.7%)	2,199 (13.4%)
(vi) Education Allowances under Head 46	479	440 (-8.2%)	396 (-10.0%)	357 (-9.9%)	349 (-2.2%)
(vii) Passages under Head 46	124	119 (-3.9%)	44 (-63.0%)	85 (92.3%)	119 (40.4%)

Note 1: We do not maintain a breakdown of the item exclusively for retired civil servants.

Note 2: Including families clinics services, dental services, and payment and reimbursement of medical fees and hospital charges, but excluding the annual lump sum provision given by the Government to the Hospital Authority for providing medical benefits to civil service eligible persons, for which there was no separate figure.

Establishment of Permanent Directorate Posts

* the name of the relevant bureau is the previous name before the government reorganisation on 1 July 2022.

the name of the relevant bureau is the new name after the government reorganisation on 1 July 2022.

Bureau/Department/Office	Establishment as at	
	31.3.2022 Revised estimate	31.3.2023 Revised estimate
Agriculture, Fisheries and Conservation Department	8	8
Architectural Services Department	40	40
Audit Commission	12	12
Auxiliary Medical Service	1	1
Buildings Department	31	31
Census and Statistics Department	7	7
Chief Executive's Office	5	5
Offices of the Chief Secretary for Administration and the Financial Secretary	28	32
Civil Aid Service	1	1
Civil Aviation Department	22	22
Civil Engineering and Development Department	55	55
Civil Service Bureau	23	23
Commerce and Economic Development Bureau#		16
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)*	22	
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)*	7	
Constitutional and Mainland Affairs Bureau	21	21
Correctional Services Department	10	11
Culture, Sports and Tourism Bureau#		17
Customs and Excise Department	10	11
Department of Health	68	68
Department of Justice	97	99
Development Bureau (Planning and Lands Branch)	13	13
Development Bureau (Works Branch)	28	28
Drainage Services Department	18	18
Education Bureau	33	33
Electrical and Mechanical Services Department	16	16
Environment Bureau*	6	

Bureau/Department/Office	Establishment as at	
	31.3.2022 Revised estimate	31.3.2023 Revised estimate
Environment and Ecology Bureau (Environment Branch)#		12
Environment and Ecology Bureau (Food Branch)#		6
Environmental Protection Department	37	34
Financial Services and the Treasury Bureau (Financial Services Branch)	9	9
Financial Services and the Treasury Bureau (The Treasury Branch)	19	19
Fire Services Department	19	20
Food and Environmental Hygiene Department	17	16
Food and Health Bureau (Food Branch)*	8	
Food and Health Bureau (Health Branch)*	12	
Government Flying Service	5	5
Government Laboratory	7	7
Government Logistics Department	7	7
Government Property Agency	8	8
Health Bureau#		14
Highways Department	33	33
Home Affairs Bureau*	10	
Home Affairs Department	28	28
Home and Youth Affairs Bureau#		7
Hong Kong Observatory	5	5
Hong Kong Police Force	73	76
Immigration Department	13	14
Independent Commission Against Corruption	17	17
Information Services Department	12	12
Inland Revenue Department	28	28
Innovation and Technology Bureau*	17	
Innovation and Technology Commission	9	10
Innovation, Technology and Industry Bureau#		17
Intellectual Property Department	10	10
Invest Hong Kong	2	2
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	4	4
Judiciary	224	224

Bureau/Department/Office	Establishment as at	
	31.3.2022 Revised estimate	31.3.2023 Revised estimate
Labour and Welfare Bureau	12	11
Labour Department	16	16
Lands Department	46	46
Legal Aid Department	15	15
Leisure and Cultural Services Department	12	12
Marine Department	24	24
Office for Film, Newspaper and Article Administration	1	1
Office of the Government Chief Information Officer	15	15
Official Receiver's Office	8	8
Overseas Economic and Trade Offices	23	23
Planning Department	26	26
Public Service Commission Secretariat	1	1
Radio Television Hong Kong	8	8
Rating and Valuation Department	14	14
Registration and Electoral Office	2	2
Secretariat, Commissioner on Interception of Communications and Surveillance	1	1
Security Bureau	15	15
Social Welfare Department	26	26
Trade and Industry Department	11	11
Transport Department	32	32
Transport and Housing Bureau (Transport Branch)*	21	
Transport and Logistics Bureau#		21
Treasury	10	10
University Grants Committee	3	3
Water Supplies Department	23	23
Working Family and Student Financial Assistance Agency	4	4
Companies Registry Trading Fund	7	7
Electrical and Mechanical Services Trading Fund	13	13
Hong Kong Monetary Authority	2	2
Hospital Authority	7	6
Housing Authority	67	68
Land Registry Trading Fund	4	4

Bureau/Department/Office	Establishment as at	
	31.3.2022 Revised estimate	31.3.2023 Revised estimate
Office of the Communications Authority Trading Fund	14	14
Post Office Trading Fund	11	11
Total	1 709	1 725

Establishment of Supernumerary Directorate Posts

* the name of the relevant bureau is the previous name before the government reorganisation on 1 July 2022.

the name of the relevant bureau is the new name after the government reorganisation on 1 July 2022.

Bureau/Department/Office	Establishment as at	
	31.3.2022 Revised estimate	31.3.2023 Revised estimate
Architectural Services Department	2	2
Buildings Department	1	1
Offices of the Chief Secretary for Administration and the Financial Secretary	2	-
Civil Aviation Department	2	2
Civil Engineering and Development Department	13	13
Commerce and Economic Development Bureau#		4
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)*	3	
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)*	2	
Constitutional and Mainland Affairs Bureau	2	2
Culture, Sports and Tourism Bureau#		4
Department of Health	1	1
Department of Justice	3	3
Development Bureau (Planning and Lands Branch)	2	2
Development Bureau (Works Branch)	2	2
Drainage Services Department	1	1
Education Bureau	6	5
Electrical and Mechanical Services Department	3	3
Environment Bureau*	1	
Environment and Ecology Bureau (Environment Branch)#		-
Environment and Ecology Bureau (Food Branch)#		1
Environmental Protection Department	7	2
Financial Services and the Treasury Bureau (Financial Services Branch)	3	3
Fire Services Department	1	2
Food and Environmental Hygiene Department	4	4
Food and Health Bureau (Food Branch)*	1	

Bureau/Department/Office	Establishment as at	
	31.3.2022 Revised estimate	31.3.2023 Revised estimate
Food and Health Bureau (Health Branch)*	1	
Government Property Agency	1	1
Health Bureau#		1
Highways Department	7	6
Home Affairs Bureau*	5	
Home Affairs Department	1	1
Home and Youth Affairs Bureau#		1
Hong Kong Police Force	1	1
Immigration Department	1	1
Independent Commission Against Corruption	-	2
Judiciary	2	2
Labour Department	2	2
Labour and Welfare Bureau	-	-
Lands Department	2	2
Planning Department	2	2
Security Bureau	1	-
Social Welfare Department	1	1
Transport Department	3	4
Transport and Housing Bureau (Transport Branch)*	4	
Transport and Logistics Bureau#		4
Water Supplies Department	-	-
Housing Authority	1	1
Total	97	89

- End -

CONTROLLING OFFICER'S REPLY

CSB019

(Question Serial No. 0857)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

There are at present 7 Government holiday bungalows, 3 at Cheung Sha of Lantau Island and 4 at Tai Mei Tuk of Tai Po, available for rental by serving civil servants and retirees. In this connection, please advise this Committee on the following:

1. the occupancy rates of the 7 Government holiday bungalows in the past 5 years, i.e. the exact occupancy rates of each of the 7 holiday bungalows set out by year;
2. as well as the ratios between rentals by serving civil servants and retirees; and
3. the expenditures related to the 7 Government holiday bungalows in the past 5 years. Please provide a detailed breakdown of expenditures of the 7 Government holiday bungalows, including management costs, maintenance costs, day-to-day operating expenses, etc.

Asked by: Hon IP LAU Suk-yee, Regina (LegCo internal reference no.: 18)

Reply:

- 1.&2. The holiday bungalows at Cheung Sha of Lantau Island and Tai Mei Tuk of Tai Po have been closed since 9 February 2020 due to the COVID-19 epidemic. As the epidemic has subsided and social activities have resumed normal, we issued a memorandum in February 2023 to invite interested colleagues to rent the holiday bungalows again starting from 13 March 2023. The occupancy rates of the holiday bungalows and the ratios between rentals by serving civil servants and retirees in 2018-2019 and 2019-2020 (as at February 2020) are as follows:

Financial year	Holiday bungalows at Cheung Sha			Holiday bungalows at Tai Mei Tuk		
	Occupancy rate	Rentals by		Occupancy rate	Rentals by	
		Serving civil servants	Retirees		Serving civil servants	Retirees
2018-2019	80%	86%	14%	81%	90%	10%
2019-2020 (as at 8 February 2020)	74%	90%	10%	74%	90%	10%

(Note: We do not maintain relevant information for each individual bungalow.)

3. The expenditures incurred on the holiday bungalows in the past 5 years are as follows:

Financial year	Management costs (\$ million)	Maintenance costs (\$ million)	Day-to-day operating expenses (\$ million)	Total (\$ million)
2018-2019	2.84	0.36	0.52	3.72
2019-2020	3.24	0.32	0.37	3.93
2020-2021	3.75	0.26	0.11	4.12
2021-2022	3.73	0.93	0.15	4.81
2022-2023 (as at February 2023)	3.82	0.42	0.12	4.36

(Note: We do not maintain relevant information for each individual bungalow.)

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 0862)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

During 2023-24, the Civil Service Bureau will continue to keep the size of the civil service establishment under control, while maintaining effectiveness and allowing a justified increase to address manpower needs so as to support the Government in taking forward new initiatives and ease the work pressure on civil servants. Would the Government inform this Committee of:

1. the numbers of non-civil service contract staff and outsourced workers employed by each department, and the numbers of staff members who have served the same post for over 5 years in the past 5 years; and
2. referring to the above question, the numbers of such staff members who have been converted to civil servants?

Asked by: Hon IP LAU Suk-ye, Regina (LegCo internal reference no.: 25)

Reply:

1. The number of full-time^(Note) non-civil service contract staff (NCSC) employed by bureaux/departments (B/Ds) as at 30 June in the past five years (i.e. from 2018 to 2022), and the number of such staff who have served in the same position for five years or more, are set out at **Annex A** and **Annex B** respectively.

Outsourced workers are not under the purview of the Civil Service Bureau and hence this Bureau does not have the relevant figures.

2. It is the Government's policy to select the most suitable persons to fill civil service vacancies through an open, fair and competitive process. The Government welcomes NCSC staff to apply for civil service posts. During the period from September 2017 to August 2022, the average success rate for NCSC staff and other applicants for civil service posts were around 15% and 4% respectively, and around 2 670 serving NCSC staff were appointed as civil servants.

Note : “Full-time” employment means employment under a “continuous contract” as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

**Breakdown of full-time non-civil service contract staff
by bureaux/departments**

(Since the table below shows the situation as of 30 June 2022, the names of the relevant bureau/departments shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau / Department	Position as at 30 June 2018	Position as at 30 June 2019	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Agriculture, Fisheries and Conservation Department	144	140	178	104	120
Architectural Services Department	33	23	30	30	42
Auxiliary Medical Service	-	1	1	-	-
Buildings Department	95	114	126	83	70
Census and Statistics Department	132	185	368	1 420	166
Chief Executive's Office	6	5	5	4	5
Chief Secretary and Financial Secretary's Offices	31	43	34	63	31
Civil Aid Service	-	-	27	3	2
Civil Aviation Department	6	4	3	6	7
Civil Engineering and Development Department	41	27	15	33	50
Civil Service Bureau	1	1	1	9	2
Commerce and Economic Development Bureau	34	32	37	35	35
Companies Registry	108	119	126	125	135
Constitutional and Mainland Affairs Bureau	5	5	8	7	7
Correctional Services Department	5	6	5	4	5
Customs and Excise Department	9	9	10	5	8
Department of Health	363	386	373	494	311
Department of Justice	59	55	40	37	44
Development Bureau	46	65	71	70	56

Bureau / Department	Position as at 30 June 2018	Position as at 30 June 2019	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Drainage Services Department	82	82	73	75	48
Education Bureau	1 179	1 210	1 292	1 293	1 295
Efficiency Office	447	446	473	529	486
Electrical and Mechanical Services Department	712	707	738	743	714
Environment Bureau	4	4	5	5	5
Environmental Protection Department	68	74	101	220	181
Financial Services and the Treasury Bureau	6	4	5	5	4
Fire Services Department	34	27	27	26	16
Food and Environmental Hygiene Department	160	168	158	157	134
Food and Health Bureau	14	20	30	53	89
Government Flying Service	7	7	4	6	6
Government Laboratory	12	13	14	12	11
Government Logistics Department	33	29	26	26	27
Government Property Agency	1	4	5	3	3
Highways Department	66	58	51	33	27
Home Affairs Bureau	24	51	128	163	90
Home Affairs Department	580	473	540	453	462
Hong Kong Observatory	19	18	21	19	15
Hong Kong Police Force	27	21	14	17	19
Hongkong Post	1 780	1 697	1 590	1 523	1 397
Immigration Department	38	474	567	574	571
Information Services Department	25	24	23	21	21
Inland Revenue Department	168	149	163	165	202
Innovation and Technology Bureau	1	1	2	3	4

Bureau / Department	Position as at 30 June 2018	Position as at 30 June 2019	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Innovation and Technology Commission	42	38	38	28	27
Intellectual Property Department	18	15	13	9	9
Invest Hong Kong	66	83	89	91	86
Judiciary	108	122	113	129	173
Labour and Welfare Bureau	24	21	27	25	24
Labour Department	68	38	38	31	31
Land Registry	87	82	75	71	48
Lands Department	144	105	88	99	91
Legal Aid Department	2	3	8	7	4
Leisure and Cultural Services Department	1 165	915	680	664	602
Marine Department	7	5	4	4	5
Office of the Communications Authority	128	127	153	132	133
Office of the Government Chief Information Officer	4	3	3	2	4
Official Receiver's Office	34	30	19	17	13
Planning Department	28	26	22	25	21
Radio Television Hong Kong	180	171	162	143	138
Rating and Valuation Department	25	25	36	40	74
Registration and Electoral Office	309	558	1 125	1 112	776
Security Bureau	45	39	37	37	28
Social Welfare Department	62	57	74	84	71
Trade and Industry Department	48	44	48	53	49
Transport and Housing Bureau	10	10	8	10	17
Transport Department	51	69	53	49	45

Bureau / Department	Position as at 30 June 2018	Position as at 30 June 2019	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Treasury	8	14	56	43	32
University Grants Committee Secretariat	23	24	28	29	22
Water Supplies Department	61	66	57	58	51
Working Family and Student Financial Assistance Agency	421	773	465	361	406
Total	9 773	10 444	11 027	12 009	9 903

**Breakdown of full-time non-civil service contract (NCSC) staff
with continuous service of five years or more in the same position**

(Since the table below shows the situation as of 30 June 2022, the names of the relevant bureau/departments shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau / Department	No. of full-time NCSC staff with continuous service of five years or more in the same position				
	Position as at 30 June 2018	Position as at 30 June 2019	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Agriculture, Fisheries and Conservation Department	18	15	13	10	7
Architectural Services Department	-	-	1	7	3
Buildings Department	44	45	39	37	31
Chief Executive's Office	1	-	-	-	1
Chief Secretary and Financial Secretary's Offices	1	-	-	-	-
Civil Aviation Department	1	-	-	-	-
Civil Engineering and Development Department	13	5	4	3	4
Civil Service Bureau	-	-	-	1	-
Commerce and Economic Development Bureau	15	14	13	12	9
Companies Registry	6	9	13	13	13
Correctional Services Department	-	-	1	1	1
Customs and Excise Department	2	2	1	1	1
Department of Health	279	265	243	244	226
Department of Justice	7	11	13	15	8
Development Bureau	9	10	11	13	14
Drainage Services Department	16	18	26	30	22
Education Bureau	124	121	121	126	168
Efficiency Office	52	82	95	103	100

Bureau / Department	No. of full-time NCSC staff with continuous service of five years or more in the same position				
	Position as at 30 June 2018	Position as at 30 June 2019	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Electrical and Mechanical Services Department	143	131	128	112	106
Environment Bureau	1	-	-	-	-
Environmental Protection Department	3	13	9	8	9
Fire Services Department	7	2	4	5	4
Food and Environmental Hygiene Department	34	35	38	35	28
Food and Health Bureau	2	2	2	1	1
Government Flying Service	3	2	1	1	1
Government Laboratory	6	6	5	5	5
Government Logistics Department	15	18	18	19	18
Government Property Agency	-	-	-	1	-
Highways Department	6	10	8	8	7
Home Affairs Bureau	11	6	5	5	5
Home Affairs Department	72	60	62	60	32
Hong Kong Police Force	2	4	3	5	5
Hongkong Post	935	910	938	941	906
Immigration Department	5	5	5	8	9
Information Services Department	8	10	12	13	14
Inland Revenue Department	4	4	5	6	6
Innovation and Technology Commission	10	10	11	10	13
Intellectual Property Department	2	2	4	3	1
Invest Hong Kong	36	38	37	44	41
Judiciary	2	2	5	4	8

Bureau / Department	No. of full-time NCSC staff with continuous service of five years or more in the same position				
	Position as at 30 June 2018	Position as at 30 June 2019	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Labour and Welfare Bureau	7	7	8	7	6
Labour Department	27	21	11	8	9
Land Registry	44	32	28	25	21
Lands Department	6	4	2	2	1
Leisure and Cultural Services Department	150	136	131	135	124
Marine Department	-	1	2	3	2
Office of the Communications Authority	35	41	46	42	37
Office of the Government Chief Information Officer	-	1	2	-	-
Official Receiver's Office	7	3	-	-	-
Planning Department	9	8	7	9	8
Radio Television Hong Kong	48	47	46	43	44
Rating and Valuation Department	3	2	2	2	2
Registration and Electoral Office	13	21	62	85	67
Security Bureau	3	2	3	2	6
Social Welfare Department	8	8	6	13	13
Trade and Industry Department	23	22	21	20	21
Transport and Housing Bureau	-	-	-	1	4
Transport Department	6	3	3	1	6
Treasury	1	-	-	-	-
University Grants Committee Secretariat	6	4	3	2	2
Water Supplies Department	40	40	27	24	20
Working Family and Student Financial Assistance Agency	63	41	41	81	69

Bureau / Department	No. of full-time NCSC staff with continuous service of five years or more in the same position				
	Position as at 30 June 2018	Position as at 30 June 2019	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Total	2 394	2 311	2 345	2 415	2 289

- End -

CONTROLLING OFFICER'S REPLY

CSB021

(Question Serial No. 0863)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding measures to support ethnic minorities (EMs) in Hong Kong, will the Government inform this Committee on the following:

1. the numbers of EMs recruited in various government departments and disciplined services, their ranks and the percentages they accounted for in the strength of the respective departments in the past 3 years; and
2. the publicity efforts on recruiting EMs and the related expenditures in the past 3 years.

Asked by: Hon IP LAU Suk-ye, Regina (LegCo internal reference no.: 26)

Reply:

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants. In the civil service recruitment process, bureaux/departments will assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements (including language proficiency requirements). Race is not a relevant consideration.

The Government has been regularly disseminating information on appropriate civil service vacancies to the service users of the support service centres for ethnic minorities, which are operated by non-profit-making organisations and funded by the Home Affairs Department, and has been introducing such civil service posts to non-ethnic Chinese job seekers through the Labour Department's job centres located across the territory. Non-ethnic Chinese job seekers could also obtain related information through the two non-governmental organisations commissioned by the Labour Department under the Racial Diversity Employment Programme. In addition, we have launched a thematic webpage entitled "Job Corner for Non-ethnic Chinese" on the Government Youth Portal, which assists non-ethnic Chinese job seekers in obtaining information related to application for civil service posts.

The Civil Service Bureau and the departments concerned carried out the aforesaid works within their existing resources.

Given that neither job applicants for civil service jobs nor serving civil servants are required to declare their ethnic origins, we do not possess statistical information on the number of non-ethnic Chinese in the civil service.

- End -

CONTROLLING OFFICER'S REPLY

CSB022

(Question Serial No. 0864)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In 2023-24, the Civil Service Bureau will continue to monitor the implementation of the option for serving civil servants who joined the Government between 1 June 2000 and 31 May 2015 to choose to retire at the age of 60 or 65, the “Post-retirement Service Contract Scheme” and other measures for extension of service of civil servants. Would the Government inform this Committee of:

1. the current total numbers of the aforesaid civil servants on new terms and those who have applied for extension of retirement age and the proportion they account for in the total number of eligible civil servants, with a breakdown by department and salary band;
2. the numbers of applicants for the “Post-retirement Service Contract Scheme”, and the numbers of and reasons for unsuccessful applications in each department; and
3. the existing regulations on the post-retirement employment of non-directorate civil servants.

Asked by: Hon IP LAU Suk-ye, Regina (LegCo internal reference no.: 27)

Reply:

1. In July 2018, the Government launched the option for serving civil servants who joined the Government between 1 June 2000 and 31 May 2015 (hereafter referred to as “Eligible Civil Servants”) to choose to retire at the age of 65 (for civilian grades) or 60 (for disciplined services grades, regardless of ranks) (hereafter referred to as “the Option”). The two-year option period ended on 16 September 2020. About 47 000, or 83%, out of some 56 000 Eligible Civil Servants had taken the Option. A breakdown of the statistics by bureaux/departments/offices is set out at **Annex A**. A breakdown of the number by salary groups is as follows –

Salary Group	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Ranks with maximum pay point above Master Pay Scale Point (MPS Pt.) 33, or equivalent	9 713	7 738
Ranks with maximum pay point at or below MPS Pt. 33, or equivalent	46 575	39 239
Total	56 288	46 977

2. The appointment of Post-retirement Service Contract (PRSC) staff by bureaux/departments (B/Ds) is all along based on the well-established principle of merit. B/Ds will determine the number of positions required under the scheme having regard to operational need, and invite retiring or retired staff who meet the required qualification and experience to apply for the PRSC positions. As at 30 June 2022, B/Ds employed a total of 5 664 full-time^(Note) PRSC staff with 25 244 applications received. A breakdown by B/Ds of the number of PRSC staff employed and the corresponding number of applications is set out at **Annex B**.

Note: “Full-time” employment means employment under a “continuous contract” as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

3. In accordance with the Pensions related legislation and Civil Service Regulations, non-directorate civil servants on pensionable terms (other than those remunerated on the Model Scale 1 Pay Scale and the 157 specified ranks of non-directorate civil servants whose maximum pay points do not exceed MPS Pt. 20 or equivalent and meet the specified conditions for blanket permission) are required to apply for prior permission if they wish to take up post-service outside work during the final leave period and/or in the first two years of retirement. Such applications will be considered by the Head of Department in accordance with the underlying principles and assessment criteria promulgated by the Civil Service Bureau.

**Number of Eligible Civil Servants who had taken the Option
(as at 16 September 2020, i.e. Expiry of Option Period)**

(Since the table below shows the situation as at 16 September 2020, the names of the relevant bureaux shown are the previous names before the re-organisation of the Government structure on 1 July 2022.)

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Agriculture, Fisheries and Conservation Department	702	611
Architectural Services Department	518	438
Audit Commission	55	49
Auxiliary Medical Service	37	34
Buildings Department	881	770
Census and Statistics Department	338	284
Chief Executive's Office	28	19
Chief Secretary for Administration's Office and Financial Secretary's Office	124	91
Civil Aid Service	22	17
Civil Aviation Department	270	183
Civil Engineering and Development Department	557	496
Civil Service Bureau	276	163
Commerce and Economic Development Bureau	163	74
Companies Registry	88	64
Constitutional and Mainland Affairs Bureau	64	31
Correctional Services Department	2 238	2 030
Customs and Excise Department	2 112	1 966
Department of Health	1 985	1 237
Department of Justice	414	270
Development Bureau	256	168
Drainage Services Department	461	410

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Education Bureau	1 251	685
Electrical and Mechanical Services Department	1 270	1 201
Environment Bureau	17	14
Environmental Protection Department	601	485
Financial Services and the Treasury Bureau	131	65
Fire Services Department	4 177	3 865
Food and Environmental Hygiene Department	3 922	3 563
Food and Health Bureau	81	48
Government Flying Service	71	65
Government Laboratory	191	166
Government Logistics Department	223	203
Government Property Agency	76	64
Highways Department	595	522
Home Affairs Bureau	100	57
Home Affairs Department	618	449
Hong Kong Observatory	78	55
Hong Kong Police Force	11 539	9 744
Hongkong Post	1 304	1 096
Housing Department	2 608	2 255
Immigration Department	2 737	2 494
Information Services Department	231	156
Inland Revenue Department	670	425
Innovation and Technology Bureau	47	26
Innovation and Technology Commission	99	74
Intellectual Property Department	67	41
Invest Hong Kong	11	8

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	18	16
Judiciary	542	435
Labour and Welfare Bureau	39	27
Labour Department	734	524
Land Registry	100	76
Lands Department	1 282	1 139
Legal Aid Department	153	101
Leisure and Cultural Services Department	3 110	2 637
Marine Department	411	386
Office of the Communications Authority	122	102
Office of the Government Chief Information Officer	116	89
Office of the Government Economist	29	17
Official Receiver's Office	80	67
Planning Department	207	150
Public Service Commission	9	6
Radio Television Hong Kong	259	207
Rating and Valuation Department	172	132
Registration and Electoral Office	87	49
Secretariat, Commissioner on Interception of Communications and Surveillance	12	8
Security Bureau	77	43
Social Welfare Department	2 119	1 623
Trade and Industry Department	118	81
Transport and Housing Bureau	75	49
Transport Department	644	497

Bureau / Department / Office	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Treasury	111	76
University Grants Committee Secretariat	21	13
Water Supplies Department	1 037	964
Working Family and Student Financial Assistance Agency	300	232
Total	56 288	46 977

**Breakdown of full-time Post-retirement Service Contract (PRSC) Staff
and applications involved by Bureaux/Departments
(position as at 30 June 2022)**

(Since the table below shows the situation as at 30 June 2022, the names of the relevant bureaux shown are the previous names before the re-organisation of the Government structure on 1 July 2022.)

Bureau / Department	Number of full-time PRSC staff	Number of applications involved
Agriculture, Fisheries and Conservation Department	211	809
Architectural Services Department	69	207
Audit Commission	2	2
Auxiliary Medical Service	2	2
Buildings Department	12	47
Census and Statistics Department	1	5
Chief Executive's Office	4	4
Chief Secretary and Financial Secretary's Offices	14	35
Civil Aid Service	37	302
Civil Aviation Department	37	186
Civil Engineering and Development Department	83	317
Civil Service Bureau	26	174
Commerce and Economic Development Bureau	19	173
Companies Registry	17	62
Constitutional and Mainland Affairs Bureau	16	26
Correctional Services Department	212	557
Customs and Excise Department	142	889
Department of Health	770	3 648
Department of Justice	34	76
Development Bureau	40	94
Drainage Services Department	119	280

Bureau / Department	Number of full-time PRSC staff	Number of applications involved
Education Bureau	30	115
Efficiency Office	3	22
Electrical and Mechanical Services Department	361	1 539
Environment Bureau	1	6
Environmental Protection Department	202	961
Financial Services and the Treasury Bureau	5	31
Fire Services Department	129	988
Food and Environmental Hygiene Department	265	1 165
Food and Health Bureau	93	182
Government Flying Service	24	69
Government Laboratory	1	5
Government Logistics Department	6	16
Government Property Agency	7	17
Highways Department	103	318
Home Affairs Bureau	12	23
Home Affairs Department	16	128
Hong Kong Observatory	6	25
Hong Kong Police Force	1 087	3 010
Hongkong Post	85	176
Housing Department	10	35
Immigration Department	319	1 314
Information Services Department	4	8
Inland Revenue Department	44	96
Innovation and Technology Bureau	6	32
Innovation and Technology Commission	7	18
Intellectual Property Department	3	9
Invest Hong Kong	2	2

Bureau / Department	Number of full-time PRSC staff	Number of applications involved
Judiciary	83	388
Labour and Welfare Bureau	1	1
Labour Department	50	407
Land Registry	19	127
Lands Department	159	869
Legal Aid Department	8	17
Leisure and Cultural Services Department	133	960
Marine Department	29	68
Office of the Communications Authority	9	17
Office of the Government Chief Information Officer	12	36
Official Receiver's Office	16	122
Planning Department	24	76
Radio Television Hong Kong	19	249
Rating and Valuation Department	29	39
Registration and Electoral Office	4	5
Security Bureau	13	37
Social Welfare Department	122	324
Trade and Industry Department	3	13
Transport and Housing Bureau	14	70
Transport Department	68	140
Treasury	24	65
University Grants Committee Secretariat	6	24
Water Supplies Department	78	411
Working Family and Student Financial Assistance Agency	43	2 574
Total	5 664	25 244

- End -

CONTROLLING OFFICER'S REPLY

CSB023

(Question Serial No. 3069)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the Basic Law and National Security Law Test in civil service recruitment, please inform this Committee of the following:

- 1) whether additional resources will be allocated, and whether the assessment format and content will be reviewed and updated; and
- 2) the mechanism in place to ensure that the civil service will maintain an up-to-date and accurate understanding of the Basic Law and the National Security Law.

Asked by: Hon KAN Wai-mun, Carmen (LegCo internal reference no.: 43)

Reply:

- 1) To ensure new recruits to the civil service have basic understanding of the Basic Law and the Hong Kong National Security Law, the Government has reviewed the assessment content of the Basic Law Test and included the Hong Kong National Security Law in the scope of assessment. The new assessment content has been incorporated in the Basic Law and National Security Law Test (BLNST) from June 2022 onwards. For all civil service recruitment exercises commencing on or after 1 July 2022, all candidates must attain a pass result in BLNST to be considered for appointment. Pursuant to the newly introduced BLNST, the Civil Service Bureau has earmarked around \$630,000 in the 2023-24 financial year for the enhancement and the maintenance of the related system.
- 2) The Hong Kong Special Administrative Region (HKSAR) Government attaches great importance to ensuring civil servants' accurate understanding of the constitutional order of the HKSAR and national security. To ensure new recruits to the civil service have an accurate understanding of the Basic Law and the Hong Kong National Security Law, the Civil Service College (CSC) under the Civil Service Bureau has established a systematic training framework and designated training programmes for mandatory attendance by officers of different levels. The induction training for new recruits was updated in July 2022. All new recruits are required to complete within the probationary period a foundation training programme. The contents cover understanding "One

Country, Two Systems”, the Constitution, the Basic Law, the Hong Kong National Security Law, as well as the country’s system and major policies. Non-completion will render the officers concerned not being able to be confirmed to the permanent establishment. Officers of degree or professional grades are also required to take part in advanced training upon confirmation to the permanent establishment, so as to deepen their understanding of the constitutional order of the HKSAR, and enhance their awareness in safeguarding national security. Non-completion will adversely affect the promotion prospects of the officers concerned.

Besides, CSC has in recent years continued to strengthen civil service training on the constitutional order and safeguarding national security by organising regular training programmes and thematic seminars, inviting authoritative experts and scholars who have a profound knowledge of the related topics to deliver talks, as well as developing more e-learning resources, so as to support civil servants’ continuous learning of related topics, ensuring that they will maintain an up-to-date and accurate understanding of the Basic Law and the Hong Kong National Security Law. In 2023, CSC will launch two training initiatives, which include (i) working with the Institute for Hong Kong and Macau Studies, Peking University to design an in-depth training programme on “One Country, Two Systems” and the contemporary China for directorate officers, and (ii) launching a dedicated series of seminars on the theme of “Holistic View of National Security” to foster civil servants’ understanding of the challenges Hong Kong faces in safeguarding national security in the complex international environment and the responsibilities civil servants should shoulder in safeguarding national security.

- End -

CONTROLLING OFFICER'S REPLY

CSB024

(Question Serial No. 2083)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service College (CSC), which was established in December 2021 to enhance training for civil servants, has been in operation for 2 years. It is mentioned in the estimates that the CSC will undergo a process of re-organisation in the new year.

- (1) According to the estimates, the programme of “Understanding the constitutional order, national development and strategies”, with an estimated number of 28 training programmes, has the highest estimated number of 20 000 trainees among all training programmes. What are the forms of activities planned for the 20 000 trainees to complete their training?
- (2) Is there any assessment mechanism among all training programmes? What is the assessment mechanism in general? Will the assessment results affect the promotion of civil servants?
- (3) Regarding the selection of civil servants for exchange studies on the Mainland, what are the details of the estimated expenditure and has any consensus been reached with the relevant Mainland departments?
- (4) Why is the estimated number of trainees for programmes in relation to “building a people-oriented service culture” relatively smaller? Which category of civil servants are the major targets of this programme or is it to be learned by civil servants of all bureaux/departments?

Asked by: Hon KONG Yuk-foon, Doreen (LegCo internal reference no.: 38)

Reply:

- (1)&(3) “Understanding of constitutional order, national development and strategies” in the estimates is an overall training category. It includes different types of training held locally and on the Mainland, including training programmes, seminars, thematic visits and staff exchange programme, which aim at strengthening civil servants’ sense of national identity. The number of trainees and classes for each type of programme under the category will be adjusted in a timely manner according to the needs of civil servants at different levels as training resources and capability are

enhanced.

The Government accords the highest priority to enhancing civil servants' understanding of the constitutional order of the HKSAR and the country's development while reinforcing their patriotic spirit. The Civil Service Bureau, through the Civil Service College (CSC), has established a systematic training framework and designated training programmes for mandatory attendance by officers at different levels. The induction training programme for new recruits was updated in July 2022. All new recruits are required to complete within their probationary period a foundation training programme. The contents cover understanding "One Country, Two Systems", the Constitution, the Basic Law, the Hong Kong National Security Law, as well as the country's system and major policies. Officers of degree or professional grades are also required to take part in advanced training upon confirmation to the permanent establishment, so as to deepen their understanding of the constitutional order of the HKSAR.

CSC arranges for middle and senior-level civil servants to attend national studies training programmes, thematic visits and staff exchange programmes on the Mainland at different stages of their career. CSC currently collaborates with nine Mainland institutions (including the National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University) in organising programmes. CSC also makes arrangement for senior civil servants to attend the Master's Degree programmes in Public Policy organised by Mainland institutions, including the Master's Degree in Public Policy Programme run by Peking University and the Executive Master of Public Administration Programme for the Project of Hong Kong Public Administrative Talents at Tsinghua University.

The HKSAR and the Mainland jointly organise the Civil Service Staff Exchange Programme and will first launch the exchange programme with the Mainland municipalities in the GBA. The initial target is to extend the staff exchange period from 4 weeks in the past to 3 months, so that civil servants will have opportunities to stay longer on the Mainland to experience more deeply the development of the Greater Bay Area.

In view of the resumption of normalcy, CSC will gradually resume arranging the above national studies training programmes, thematic visits and staff exchange programmes on the Mainland. The estimated expenditure on national studies training programmes on the Mainland is \$23.2 million.

- (2) CSC attaches great importance to training effectiveness and adopts suitable assessment methods for different types of training according to their objectives and content. Training programmes organised by CSC consists of exercises, discussions, sharing. Feedback will be collected from trainees through questionnaires for evaluation purposes. Tutors/ officers also observe trainees' in-class performance in order to examine their level of understanding. As for national studies training, CSC requires trainees to prepare study reports and evaluates the effectiveness of training programmes by meeting the trainees and maintaining communication with the collaborating institutions.

- (4) The dedicated programmes on “Building a people-oriented service culture” cover public service ethos and its application, service skills and team collaboration. The training programmes aim to cultivate the team spirit and foster a “One Government” culture in the civil service. Public service ethos is also an integral part of other training programmes, such as the induction training programme for new recruits and leadership training for middle and senior-level civil servants. The number of trainees participating in these programmes is reflected in the performance indicators under respective training categories. In addition to the training provided by CSC, bureaux and departments also offer training on related topics for their staff to enhance their quality of service.

- End -

CONTROLLING OFFICER'S REPLY

CSB025

(Question Serial No. 1450)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (000) Operational expenses

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

One of the responsibilities of the Civil Service Bureau is to provide and co-ordinate training programmes to civil servants. It is stressed under Matters Requiring Special Attention in 2023-24 that civil servants' understanding of national development will be enhanced through the Civil Service College (CSC) under the Bureau. In this connection, will the Bureau inform this Committee of the following:

1. the number of additional places in national studies training expected to be provided and the estimated expenditure involved in 2023-24;
2. the numbers of training places in training programmes, thematic visits and staff exchanges programmes in the Mainland expected to be provided and the estimated expenditure involved in 2023-24; and
3. the total number of civil servants having participated in national studies training programmes since the establishment of the CSC on 9 December 2021, as well as the major areas of training involved?

Asked by: Hon KOON Ho-ming, Peter Douglas (LegCo internal reference no.: 12)

Reply:

Civil Service Bureau, through the Civil Service College (CSC), arranges civil servants at different levels to attend national studies training at different stages of their career, including training programmes held locally and on the Mainland. The programmes mainly cover topics such as the country's Constitution and the Basic Law, the relationship between the Central Authorities and the Hong Kong Special Administrative Region, the National Security Law and national security, the latest national policies (such as the "Belt and Road" Initiative, the Guangdong-Hong Kong-Macao Greater Bay Area Development), and a host of other topics (including China's economic development, foreign affairs and national defence policies, environmental protection, advanced technology developments, social security issues, history and culture, etc.).

In the past 3 years, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes on the Mainland had to be suspended. In view of the resumption of normalcy, CSC will gradually resume arranging middle and senior-level civil servants to attend national studies training programmes, thematic visits and exchange programmes held on the Mainland. As for number of training places, CSC will make appropriate allocation having regard to the availability of resources.

In 2023, CSC will further strengthen national studies training for civil servants by enhancing the programme content, structure and course duration to enable participants to have a deeper understanding of the constitutional order and the country's development, strengthen their sense of national identity and reinforce their patriotic spirit. The actual/estimated number of trainees and trainee-days for national studies training programmes (including Basic Law training) in the past 2 years (2021-2022) and in 2023 are as follows:

	2021 Actual	2022 Actual	2023 Estimate
Number of Trainees	24 500	29 200	20 000
Number of Trainee-days	11 300	19 800	32 000

The estimated expenditure on national studies training programmes (including Basic Law training) in 2023-24 (which mainly covers speaker fees for local programmes, tuition fees for the Mainland programmes, expenses for participants' travelling between Hong Kong and the Mainland and their accommodation, study grants etc.) is \$27.3 million.

- End -

CONTROLLING OFFICER'S REPLY

CSB026

(Question Serial No. 1451)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The civil service establishment recorded zero growth in 2021-22. The Government's target of zero growth in the civil service establishment remained unchanged in the past year, with the aim of ensuring the sustainability of public finances. Will the Government provide the following information in relation to civil servant employees:

1. the numbers of permanent and supernumerary posts created by the current-term Government since 1 July 2022. Please provide the figures and relevant work areas of each department involved;
2. the numbers of permanent and supernumerary non-directorate posts created by the current-term Government since 1 July 2022. Please provide the figures and relevant work areas of each department involved;
3. the numbers of permanent and supernumerary directorate posts created by the current-term Government since 1 July 2022. Please provide the figures and relevant work areas of each department involved;
4. respective expenditures involved in the recruitment of permanent and supernumerary posts in each of the past 5 years;
5. the numbers of civil servants leaving the service and the percentages accounted for in the entire civil service in each the past 5 years, broken down by reason of wastage, age distribution, department involved and length of service.

Asked by: Hon KOON Ho-ming, Peter Douglas (LegCo internal reference no.: 13)

Reply:

- (1), (2) and (3) Departments would enhance effectiveness and efficiency through reprioritisation, internal redeployment and streamlining of work processes, so that various new policies and initiatives of the Government can be taken forward with the civil service establishment maintained at the present level.

Nevertheless, this does not mean that there will be zero growth in establishment of each and every bureaux/departments (B/Ds). The establishment of individual B/Ds may still increase having regard to operational needs and with full justifications. Since such increase can be more than offset by the deletion of posts no longer required by other B/Ds for their operations, there will remain no net growth in the overall civil service establishment.

As regards directorate posts, the Legislative Council has approved the creation of 20 permanent directorate civil service posts and 10 supernumerary directorate civil service posts and the retention/re-creation of 5 supernumerary directorate posts since 1 July 2022. The permanent directorate posts approved to be created mainly included posts for the enhancement of directorate and management structures of the disciplined services, which involved the creation of a Deputy Commissioner/Deputy Director post each in the Correctional Services Department, Customs and Excise Department, Fire Services Department and Immigration Department; relevant directorate posts created following the re-organisation of the government structure; and certain directorate posts created in light of the proposal on internal re-organisation of the Environment Branch of the Environment and Ecology Bureau and the Environmental Protection Department. The supernumerary directorate posts approved to be created are mainly responsible for the promotion of various important policies and initiatives on education, youth and women affairs, people's livelihood, development, housing, transportation and so on.

As regards non-directorate posts, to meet their staffing needs flexibly, B/Ds may create or delete posts in existing non-directorate ranks so long as their respective establishment and provision ceilings are not exceeded. The Civil Service Bureau does not keep information on permanent and supernumerary non-directorate posts created since 1 July 2022 in B/Ds.

- (4) As recruitment exercises are conducted by relevant departments/grades, the Civil Service Bureau does not keep information on the expenditures involved in civil service recruitment in various departments/grades.
- (5) In the past five years from 2017-18 to 2021-22, the numbers of wastage of civil servants were 8 616, 8 557, 8 311, 8 494 and 10 487 respectively. When compared with the civil service strength at the beginning of the year concerned, the wastage rates were 5.1%, 5.0%, 4.8%, 4.8% and 5.9% respectively. A breakdown of the statistics by reason of wastage, age group, bureau/department/office and length of service is set out at **Annex.**

Statistics on Civil Servants Leaving the Service
2017-18 to 2021-22

A. Reason of Wastage

Reason of Wastage	2017-18	2018-19	2019-20	2020-21	2021-22
Retirement	6 660	6 507	6 137	6 137	6 310
Resignation	1 333	1 443	1 571	1 863	3 734
Completion of Agreement	449	424	404	241	153
Death	124	130	130	136	112
Dismissal	14	14	14	13	35
Termination of Service	10	14	15	31	66
Other Reasons	26	25	40	73	77
Total	8 616	8 557	8 311	8 494	10 487

B. Age Group

Age Group	2017-18	2018-19	2019-20	2020-21	2021-22
Below 20	2	2	7	5	2
20 to below 30	580	676	709	687	1 024
30 to below 40	428	423	494	700	1 367
40 to below 50	278	281	266	377	985
50 to below 60	3 777	3 616	3 442	3 049	3 009
60 and above	3 551	3 559	3 393	3 676	4 100
Total	8 616	8 557	8 311	8 494	10 487

C. Bureau/Department/Office

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	102	115	98	97	120
Architectural Services Department	89	113	109	107	133
Audit Commission	6	13	9	16	18
Auxiliary Medical Service	5	5	4	5	7
Buildings Department	49	62	48	62	83
Census and Statistics Department	54	48	52	64	94
Chief Executive's Office	1	2	4	5	7
Chief Secretary for Administration's Office	20	23	27	36	29
Civil Aid Service	10	7	2	4	7
Civil Aviation Department	41	33	31	33	50
Civil Engineering and Development Department	88	78	69	95	138
Civil Service Bureau	37	45	49	39	55
Commerce and Economic Development Bureau	14	16	18	16	29
Companies Registry	17	13	11	13	23
Constitutional and Mainland Affairs Bureau	2	7	8	6	11
Correctional Services Department	335	400	311	290	283
Customs and Excise Department	279	234	224	224	314
Department of Health	276	329	312	389	549
Department of Justice	63	54	65	59	92
Development Bureau	12	17	17	21	33
Drainage Services Department	100	100	107	103	111
Education Bureau	215	236	224	269	389
Electrical and Mechanical Services Department	192	165	205	168	189
Environmental Protection Department	69	57	70	94	147
Environment Bureau	2	2	0	1	6

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Financial Services and the Treasury Bureau	56	9	9	11	12
Fire Services Department	407	436	440	455	502
Food and Environmental Hygiene Department	790	643	528	578	716
Food and Health Bureau	5	6	11	8	17
Government Flying Service	13	12	15	15	13
Government Laboratory	11	10	12	17	20
Government Logistics Department	42	44	41	44	52
Government Property Agency	13	10	11	12	16
Highways Department	98	121	127	118	171
Home Affairs Bureau	17	8	11	11	12
Home Affairs Department	101	90	96	92	145
Hong Kong Monetary Authority	2	3	0	1	2
Hong Kong Observatory	15	13	15	17	25
Hong Kong Police Force	1 786	1 714	1 802	1 537	1 486
Hongkong Post	293	286	304	311	322
Hospital Authority	192	185	164	142	138
Housing Department	432	429	427	520	629
Immigration Department	302	356	267	307	399
Information Services Department	26	9	10	16	23
Inland Revenue Department	138	153	147	160	233
Innovation and Technology Bureau	0	8	3	8	9
Innovation and Technology Commission	10	8	13	10	19
Intellectual Property Department	3	1	6	4	20
Invest Hong Kong	0	1	0	2	1
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	0	1	0	3	0
Judiciary	92	66	81	86	106
Labour and Welfare Bureau	6	4	0	9	9

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Labour Department	88	99	76	102	130
Land Registry	24	26	23	33	38
Lands Department	197	208	220	219	298
Legal Aid Department	28	36	26	27	38
Leisure and Cultural Services Department	459	439	430	427	601
Marine Department	83	74	67	73	100
Office of the Communications Authority	17	22	21	23	33
Office of the Government Chief Information Officer	15	24	27	34	40
Official Receiver's Office	17	13	11	12	21
Planning Department	30	42	48	48	48
Public Service Commission	1	4	2	1	4
Radio Television Hong Kong	32	38	25	32	64
Rating and Valuation Department	49	54	50	37	70
Registration and Electoral Office	11	6	13	7	19
Secretariat, Commissioner on Interception of Communications and Surveillance	0	2	2	0	1
Security Bureau	7	10	7	12	12
Social Welfare Department	214	205	203	241	355
Trade and Industry Department	21	20	29	19	33
Transport and Housing Bureau	6	8	7	7	13
Transport Department	68	81	62	101	100
Treasury	26	28	29	32	40
University Grants Committee Secretariat	3	4	2	2	9
Water Supplies Department	252	266	265	220	299
Working Family and Student Financial Assistance Agency	40	48	52	75	107
Total	8 616	8 557	8 311	8 494	10 487

D. Length of Service

Length of Service	2017-18	2018-19	2019-20	2020-21	2021-22
Below 3 years	863	986	1 015	1 018	1 488
3 to below 5 years	213	151	174	268	665
5 to below 10 years	273	167	215	299	670
10 to below 20 years	226	146	152	286	697
20 to below 30 years	1 771	1 815	1 543	1 469	1 882
30 to below 40 years	4 915	4 797	4 656	4 492	4 107
40 years and above	355	495	556	662	978
Total	8 616	8 557	8 311	8 494	10 487

- End -

CONTROLLING OFFICER'S REPLY

CSB027

(Question Serial No. 1452)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (000) Operational expenses
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

In a bid to maintain and boost the morale of the civil service, will the Bureau advise this Committee on the following:

1. whether there is any plan to increase the budget and the maximum number of awardees under the Secretary for the Civil Service's Commendation Award Scheme, the Long and Meritorious Service Travel Award Scheme and the Civil Service Outstanding Service Award Scheme;
2. whether bureaux/departments will be encouraged to implement commendation schemes regularly so as to recognise the contribution of colleagues at work;
3. whether there is any plan to set performance indicators to evaluate the work effectiveness of the civil service and various government subvented organisations in a more specific way?

Asked by: Hon KOON Ho-ming, Peter Douglas (LegCo internal reference no.: 14)

Reply:

1. The Government strives to maintain and enhance the morale of the civil service, and encourage bureaux/departments (B/Ds) to fully use the following commendation schemes to recognise and motivate staff of exemplary performance.
 - (i) The Secretary for the Civil Service's Commendation Award Scheme (Commendation Award Scheme): the Secretary for the Civil Service gives recognition on behalf of the Government each year to officers with consistently outstanding work performance. To give encouragement to a greater number of deserving officers and boost morale, the target number of recipients per annum for commendation has been increased from 80 to 100 since 2016-17.
 - (ii) Long and Meritorious Service Travel Award Scheme (Travel Award Scheme): the Scheme aims to recognise long and meritorious service of serving civil servants. The award is granted in the form of an accountable allowance. Since 2014-15,

the quota ratio has been increased from one award for every 30 eligible officers meeting the years of service requirement (1:30) to 1:27.

- (iii) Civil Service Outstanding Service Award Scheme (Service Award Scheme): the Service Award Scheme is conducted every two to three years. In 2022, we introduced the “Innovation and Technology Award” in collaboration with the Innovation, Technology and Industry Bureau, on top of the original categories of awards. The Scheme was very-well received. A total of 55 entries from 32 B/Ds were awarded the Gold, Silver, Bronze and Meritorious Prizes.

In addition, the Chief Executive announced in the 2022 Policy Address that the “Chief Executive’s Award for Exemplary Performance” would be launched in second quarter of 2023 to give recognition to exemplary teams or individuals on a regular basis, with a view to encouraging civil servants to constantly strive for excellence.

2. Apart from the above schemes, Permanent Secretaries and Heads of Departments may issue commendation letters under the Commendation Letter Scheme to officers whose performance can meet the prescribed criteria. B/Ds are also encouraged to conduct their own award schemes to recognise the contributions of their staff.
3. As mentioned in the 2022 Policy Address, the Chief Executive had set about 110 various indicators [including key performance indicators (KPIs)], as listed in the Annex of the Policy Address, for monitoring the progress and effectiveness for specified tasks and making timely improvements. Besides, all B/Ds have been asked by the Chief Executive to set more indicators and report them to the Legislative Council.

- End -

CONTROLLING OFFICER'S REPLY

CSB028

(Question Serial No. 1453)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Quite a number of countries are reforming their civil service systems to enhance the effectiveness of governance. In order to increase the efficiency of the civil service, many of them have introduced a performance-based bonus system to incentivise civil servants. Will the Government explore the introduction of such a system? If yes, what are the details; if no, what are the reasons?

Asked by: Hon KOON Ho-ming, Peter Douglas (LegCo internal reference no.: 15)

Reply:

The Government has endeavoured to make use of various commendation schemes to encourage civil servants to strive for excellence and provide quality public service. These schemes include the Civil Service Outstanding Service Award Scheme, the Secretary for the Civil Service's Commendation Award Scheme, the Commendation Letter Scheme and the Long and Meritorious Service Travel Award Scheme. In addition to these schemes, the Government would, as announced by the Chief Executive in the 2022 Policy Address, launch the "Chief Executive's Award for Exemplary Performance" in second quarter of 2023 to give recognition to exemplary teams or individuals on a regular basis, with a view to encouraging civil servants to constantly strive for excellence.

As for pay system, the Civil Service Regulations provide that an individual civil servant may be granted an increment only if his/her performance at work (including conduct, diligence and efficiency) has been satisfactory during the appraisal period. There are also provisions for stoppage or deferment of increment for those with sub-standard performance.

Members of the public generally expect civil servants to deliver their best in serving the community. The government currently has no plan to introduce the bonus system in order to motivate civil servants to raise their work performance. As regards the arrangements in other countries and regions, the Government invited the Standing Commission on Civil Service Salaries and Conditions of Service to conduct a review on the Civil Service Pay Level Survey and Starting Salaries Survey in 2017, including research on civil service pay

arrangements in five countries (including Australia, Canada, New Zealand, Singapore and the United Kingdom). The research showed that each of the countries surveyed had developed different approaches to civil service pay administration to meet its specific needs. Given the considerable differences in cultural, social and political settings between the countries surveyed and Hong Kong, it is not appropriate to apply directly the pay arrangement of any particular country or region to Hong Kong.

- End -

CONTROLLING OFFICER'S REPLY

CSB029

(Question Serial No. 0974)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding civil servants travelling between Hong Kong and the Mainland for exchanges and training, will the Government inform this Committee of the following:

- (1) the details of the Bureau's plan in 2023-24 to resume its training programmes and exchange activities on the Mainland, including the estimated time, frequency, areas of training and number of training places, as well as names of Mainland municipalities and institutions involved with regard to civil servants participating in national studies programmes, thematic visits and staff exchange programmes on the Mainland;
- (2) whether it has plans to pursue discussions with the relevant Mainland counterparts to increase the number of institutions, training places and modes of training with regard to jointly organised training programmes. If yes, what are the details; if no, what are the reasons; and
- (3) the expenditure involved and the assessed effectiveness of civil servants' participation in the relevant training?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 4)

Reply:

The Civil Service College (CSC) under the Civil Service Bureau organises national studies training programmes for civil servants at different levels. CSC arranges civil servants to attend national studies training at different stages of their career, including training programmes held locally and on the Mainland. For programmes held on the Mainland, CSC collaborates with nine Mainland institutions (including the National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University) to organise programmes for officers at middle, senior and directorate levels. The programmes mainly cover topics such as the country's Constitution and the Basic Law, the relationship between the Central Authorities and the Hong Kong Special Administrative Region, the National Security Law and national security, the latest national policies (such as the "Belt and Road" Initiative, the Guangdong-Hong Kong-Macao Greater Bay Area

Development), and a host of other topics (including China's economic development, foreign affairs and national defence policies, environmental protection, advanced technology developments, social security issues, history and culture, etc.)

In addition, through collaboration with various provincial and municipal governments, CSC also arranges civil servants to participate in thematic visits to and civil service exchange programme in different Mainland provinces/municipalities. The previous thematic visits lasted for around 1 week with an aim to help civil servants understand the economic situation, development of industries, culture preservation etc. in different regions of our country. Starting from 2019, CSC has been organising thematic visits to the Greater Bay Area (GBA) for civil servants to learn more about the latest development of the Mainland municipalities in the GBA in innovation and technology and smart city development. Participants also conduct exchanges with relevant officials, experts and practitioners during the visits. The visits mainly cover the areas of innovation and technology, economic development, smart city planning, environmental protection, etc.

The HKSAR and the Mainland jointly organise the Civil Service Staff Exchange Programme and will first launch the exchange programme with the Mainland municipalities in the GBA. The initial target is to extend the staff exchange period from 4 weeks in the past to 3 months, so that our civil servants will have opportunities to stay longer on the Mainland to experience more deeply the development of the GBA municipalities. CSC will review the relevant arrangements after conducting the programme.

The Civil Service Bureau is committed to enhancing national studies training for civil servants and has arranged more civil servants to join national studies programmes and thematic visits on the Mainland. The number of training places for training held on the Mainland increased from 640 in 2015 to 1 000 in 2019. In the past three years, owing to the pandemic, all training programmes, thematic visits as well as staff exchange programmes on the Mainland had to be suspended. In view of the resumption of normalcy, CSC will gradually resume arranging middle and senior-level civil servants to attend national studies training programmes, thematic visits and staff exchange programmes on the Mainland. CSC will make appropriate allocation of training places having regard to the availability of resources. CSC is also exploring with the relevant Mainland institutions the use of different training methods to continuously improve programme quality and training effectiveness.

CSC attaches great importance to training effectiveness and adopts suitable assessment methods for different types of training according to their objectives and content. Training programmes organised by CSC consists of exercises, discussions, sharing. Feedback will be collected from trainees through questionnaires for evaluation purposes. Tutors/ officers also observe trainees' in-class performance in order to examine their level of understanding. As for national studies training, CSC requires trainees to prepare study reports and evaluates the effectiveness of training programmes by meeting the trainees and maintaining communication with the collaborating institutions.

The estimated expenditure on national studies training programmes in 2023-24 is \$27.3 million.

- End -

CONTROLLING OFFICER'S REPLY

CSB030

(Question Serial No. 0975)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Please advise the changes in the civil service establishment of bureaux/departments/offices according to the Estimates of Expenditures in the past 3 years; as well as the current numbers of supernumerary directorate posts broken down by bureau/department/office.

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 5)

Reply:

According to the Estimates of Expenditure from 2020-21 to 2022-23, the changes in the civil service establishment of bureaux/departments/offices are set out at **Annex A**.

According to the 2023-24 Estimates of Expenditure, the number of supernumerary directorate posts in various bureaux/departments/offices as at 31 March 2023 is set out at **Annex B**.

**Change in Civil Service Establishment
by Bureaux/Departments/Offices from 2020-21 to 2022-23**

Bureau / Department / Office	Change in Establishment		
	2020-21	2021-22	2022-23
Agriculture, Fisheries and Conservation Department	+ 76	+ 14	+ 9
Architectural Services Department	+ 58	- 4	- 9
Audit Commission	+ 1	+ 1	-
Auxiliary Medical Service	-	-	-
Buildings Department	+ 106	- 2	-
Census and Statistics Department	+ 50	- 95	- 24
Chief Executive's Office	-	-	-
Chief Secretary and Financial Secretary's Offices	+ 19	- 3	- 12
Civil Aid Service	+ 7	+ 2	- 1
Civil Aviation Department	+ 85	+ 1	-
Civil Engineering and Development Department	+ 52	- 13	- 3
Civil Service Bureau	+ 10	- 3	-
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	+ 7	- 13	- 2
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)	+ 2	-	-
Companies Registry	+ 6	-	-
Constitutional and Mainland Affairs Bureau	+ 3	-	- 1
Correctional Services Department	+ 130	-	-
Customs and Excise Department	+ 293	- 2	+ 69
Department of Health	+ 76	+ 76	- 11
Department of Justice	+ 57	- 8	- 10
Development Bureau (Planning and Lands Branch)	+ 17	+ 7	- 2
Development Bureau (Works Branch)	+ 30	+ 1	- 5
Drainage Services Department	+ 58	-	-
Education Bureau	+ 115	+ 10	- 3
Electrical and Mechanical Services Department	+ 97	- 9	-
Environment Bureau	-	-	-
Environmental Protection Department	+ 61	- 8	- 16
Financial Services and the Treasury Bureau (Financial Services Branch)	-	-	- 1

Bureau / Department / Office	Change in Establishment		
	2020-21	2021-22	2022-23
Financial Services and the Treasury Bureau (The Treasury Branch)	+ 22	+ 3	- 4
Fire Services Department	+ 177	+ 112	+ 79
Food and Environmental Hygiene Department	+ 138	- 2	- 1
Food and Health Bureau (Food Branch)	+ 3	-	-
Food and Health Bureau (Health Branch)	+ 29	-	- 3
General Expenses of the Civil Service	-	-	-
Government Flying Service	+ 22	+ 5	-
Government Laboratory	+ 3	+ 6	+ 4
Government Logistics Department	+ 16	-	-
Government Property Agency	+ 70	-	- 8
Highways Department	+ 66	- 42	- 11
Home Affairs Bureau	+ 7	+ 35	- 37
Home Affairs Department	+ 66	- 8	+ 2
Hong Kong Monetary Authority	- 3	- 2	- 1
Hong Kong Observatory	+ 7	+ 1	+ 8
Hong Kong Police Force	+ 2 543	- 16	+ 7
Hospital Authority	- 105	- 95	- 77
Housing Authority	+ 173	+ 73	+ 3
Immigration Department	+ 215	+ 15	- 248
Independent Commission Against Corruption	+ 20	-	+ 10
Information Services Department	+ 20	- 1	- 2
Inland Revenue Department	+ 14	- 5	+ 3
Innovation and Technology Bureau	+ 10	- 15	- 6
Innovation and Technology Commission	+ 4	- 7	-
Intellectual Property Department	+ 10	-	+ 4
Invest Hong Kong	+ 2	-	-
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	+ 2	- 11	-
Judiciary	+ 35	+ 4	- 2
Labour and Welfare Bureau	+ 1	-	- 1
Labour Department	+ 70	- 14	- 5
Land Registry	+ 5	-	-

Bureau / Department / Office	Change in Establishment		
	2020-21	2021-22	2022-23
Lands Department	+ 98	- 7	- 30
Legal Aid Department	+ 5	-	-
Legal Aid Services Council	-	-	-
Leisure and Cultural Services Department	+ 298	+ 25	+ 44
Marine Department	+ 16	- 1	-
Office for Film, Newspaper and Article Administration	-	- 2	-
Office of the Communications Authority	+ 22	+ 5	+ 2
Office of the Government Chief Information Officer	+ 29	- 11	- 1
Official Receiver's Office	+ 3	- 7	- 4
Overseas Economic and Trade Offices	+ 1	-	-
Planning Department	+ 29	- 5	- 4
Post Office	-	-	-
Public Service Commission Secretariat	-	+ 1	-
Radio Television Hong Kong	+ 6	-	+ 8
Rating and Valuation Department	+ 29	- 93	+ 61
Registration and Electoral Office	+ 9	+ 14	- 2
Secretariat, Commissioner on Interception of Communications and Surveillance	-	-	-
Security Bureau	+ 6	+ 6	- 2
Social Welfare Department	+ 170	- 6	- 6
Trade and Industry Department	+ 4	-	-
Transport and Housing Bureau (Transport Branch)	+ 6	+ 1	- 1
Transport Department	+ 65	+ 1	- 4
Treasury	+ 52	+ 1	+ 14
University Grants Committee	+ 6	-	- 5
Vocational Training Council	-	-	- 1
Water Supplies Department	+ 168	- 6	- 14
Working Family and Student Financial Assistance Agency	+ 2	- 2	-
Total	+6 082	- 98	- 253

Note: Since the information shown in the above table is calculated according to the information as published in the Estimates of Expenditure in the past 3 financial years (i.e. 2020-21, 2021-22, 2022-23), the names of relevant bureaux/ departments/ offices are their former names before the re-organisation of the government structure on 1 July 2022.

**Number of Supernumerary Directorate Posts
(As at 31 March 2023)**

Bureau / Department / Office	Number of Supernumerary Directorate Posts
Architectural Services Department	2
Buildings Department	1
Civil Aviation Department	2
Civil Engineering and Development Department	13
Commerce and Economic Development Bureau	4
Constitutional and Mainland Affairs Bureau	2
Culture, Sports and Tourism Bureau	4
Department of Health	1
Department of Justice	3
Development Bureau (Planning and Lands Branch)	2
Development Bureau (Works Branch)	2
Drainage Services Department	1
Education Bureau	5
Electrical and Mechanical Services Department	3
Environment and Ecology Bureau (Food Branch)	1
Environmental Protection Department	2
Financial Services and the Treasury Bureau (Financial Services Branch)	3
Fire Services Department	2
Food and Environmental Hygiene Department	4
Government Property Agency	1
Health Bureau	1
Highways Department	6
Home Affairs Department	1
Home and Youth Affairs Bureau	1
Hong Kong Police Force	1
Housing Authority	1
Immigration Department	1
Independent Commission Against Corruption	2
Judiciary	2
Labour Department	2
Lands Department	2

Bureau / Department / Office	Number of Supernumerary Directorate Posts
Planning Department	2
Social Welfare Department	1
Transport and Logistics Bureau	4
Transport Department	4
Total	89

- End -

CONTROLLING OFFICER'S REPLY

CSB031

(Question Serial No. 0976)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the employment of civil servants, will the Government inform this Committee of the following:

- (1) the number of civil servants newly recruited in the past 3 years, broken down by policy bureau/department/office and job type;
- (2) the number of civil servants having left the service and the percentages they accounted for in the entire civil service in the past 3 years, broken down by policy bureau/department/office, reason of wastage, age group and length of service; and
- (3) the expected numbers of vacancies and the posts required to be filled in various policy bureaux/departments/offices in 2023-24. What are the expenditures and timetable involved for the recruitment exercises?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 6)

Reply:

- (1) From 2019-20 to 2021-22, there were a total of 36 476 new recruits (i.e. assumed duty in the years concerned) to the civil service. A breakdown of the annual recruitment figures by bureau/department is set out at **Annex A**.
- (2) In the past three years from 2019-20 to 2021-22, the numbers of wastage of civil servants were 8 311, 8 494 and 10 487 respectively. When compared with the civil service strength at the beginning of the year concerned, the wastage rates were 4.8%, 4.8% and 5.9% respectively. A breakdown of the statistics by bureau/department/office, reason of wastage, age group and length of service is set out at **Annex B**.

- (3) Heads of Department/Grade would, having regard to the number of vacancies in different grades and ranks, conduct recruitment exercises each year with a view to filling the vacancies arising from creation of new civil service posts and other reasons as soon as possible. As the recruitment exercises are conducted by relevant departments/grades, the Civil Service Bureau does not keep information on the number of civil service vacancies or the expenditures and timetable involved in handling civil service recruitment in various departments/grades.

**Number of New Recruits to the Civil Service in
2019-20 to 2021-22**

Bureau/Department/Office	2019/20	2020/21	2021/22
Agriculture, Fisheries and Conservation Department	138	281	180
Auxiliary Medical Service	3	5	6
Architectural Services Department	192	172	176
Audit Commission	9	8	3
Buildings Department	134	142	77
Civil Aviation Department	97	16	64
Civil Aid Service	3	0	4
Commerce and Economic Development Bureau	15	12	27
Civil Engineering and Development Department	268	215	136
Census and Statistics Department	61	60	82
Companies Registry	12	2	20
Civil Service Bureau	3 406	2 170	2 418
Correctional Services Department	423	384	354
Chief Executive's Office Chief Secretary for Administration's Office and Financial Secretary's Office	18	5	4
Customs and Excise Department	371	311	195
Development Bureau	8	12	11
Department of Health	362	377	314
Department of Justice	59	42	84
Drainage Services Department	19	3	27
Education Bureau	616	295	205
Electrical and Mechanical Services Department	488	486	507
Environment Bureau and Environmental Protection Department	130	164	84
Food and Environmental Hygiene Department	499	672	568
Fire Services Department	407	727	638
Government Flying Service	37	29	15
Government Logistics Department	335	318	432

Bureau/Department/Office	2019/20	2020/21	2021/22
Government Laboratory	34	17	27
Government Property Agency	16	6	3
Home Affairs Department	122	26	130
Housing Department	561	611	760
Hong Kong Observatory	24	41	33
Hong Kong Police Force	1 020	889	851
Hongkong Post	57	66	169
Highways Department	214	444	170
Immigration Department	370	225	154
Invest Hong Kong	0	1	0
Intellectual Property Department	2	10	10
Inland Revenue Department	161	128	104
Information Services Department	23	33	30
Innovation and Technology Bureau	14	10	0
Innovation and Technology Commission	13	14	5
Judiciary	46	67	36
Labour Department	164	34	141
Legal Aid Department	30	20	23
Land Registry	9	12	6
Lands Department	384	284	307
Leisure and Cultural Services Department	692	622	595
Marine Department	78	59	54
Office of the Communications Authority	10	46	40
Office of the Government Chief Information Officer	145	160	121
Official Receiver's Office	29	2	9
Planning Department	40	45	30
Registration and Electoral Office	1	1	0
Radio Television Hong Kong	24	10	0
Rating and Valuation Department	73	25	69
Social Welfare Department	284	239	330
Transport Department	92	56	74
Transport and Housing Bureau	0	2	0
Trade and Industry Department	0	2	2

Bureau/Department/Office	2019/20	2020/21	2021/22
Treasury	75	76	72
University Grants Committee Secretariat	0	0	2
Water Supplies Department	624	381	375
Total	13 541	11 572	11 363

**Statistics on Civil Servants Leaving the Service
2019-20 to 2021-22**

E. Bureau/Department/Office

Bureau/Department/Office	2019-20	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	98	97	120
Architectural Services Department	109	107	133
Audit Commission	9	16	18
Auxiliary Medical Service	4	5	7
Buildings Department	48	62	83
Census and Statistics Department	52	64	94
Chief Executive's Office	4	5	7
Chief Secretary for Administration's Office	27	36	29
Civil Aid Service	2	4	7
Civil Aviation Department	31	33	50
Civil Engineering and Development Department	69	95	138
Civil Service Bureau	49	39	55
Commerce and Economic Development Bureau	18	16	29
Companies Registry	11	13	23
Constitutional and Mainland Affairs Bureau	8	6	11
Correctional Services Department	311	290	283
Customs and Excise Department	224	224	314
Department of Health	312	389	549
Department of Justice	65	59	92
Development Bureau	17	21	33
Drainage Services Department	107	103	111
Education Bureau	224	269	389
Electrical and Mechanical Services Department	205	168	189
Environmental Protection Department	70	94	147
Environment Bureau	0	1	6
Financial Services and the Treasury Bureau	9	11	12

Bureau/Department/Office	2019-20	2020-21	2021-22
Fire Services Department	440	455	502
Food and Environmental Hygiene Department	528	578	716
Food and Health Bureau	11	8	17
Government Flying Service	15	15	13
Government Laboratory	12	17	20
Government Logistics Department	41	44	52
Government Property Agency	11	12	16
Highways Department	127	118	171
Home Affairs Bureau	11	11	12
Home Affairs Department	96	92	145
Hong Kong Monetary Authority	0	1	2
Hong Kong Observatory	15	17	25
Hong Kong Police Force	1 802	1 537	1 486
Hongkong Post	304	311	322
Hospital Authority	164	142	138
Housing Department	427	520	629
Immigration Department	267	307	399
Information Services Department	10	16	23
Inland Revenue Department	147	160	233
Innovation and Technology Bureau	3	8	9
Innovation and Technology Commission	13	10	19
Intellectual Property Department	6	4	20
Invest Hong Kong	0	2	1
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	0	3	0
Judiciary	81	86	106
Labour and Welfare Bureau	0	9	9
Labour Department	76	102	130
Land Registry	23	33	38
Lands Department	220	219	298
Legal Aid Department	26	27	38
Leisure and Cultural Services Department	430	427	601

Bureau/Department/Office	2019-20	2020-21	2021-22
Marine Department	67	73	100
Office of the Communications Authority	21	23	33
Office of the Government Chief Information Officer	27	34	40
Official Receiver's Office	11	12	21
Planning Department	48	48	48
Public Service Commission	2	1	4
Radio Television Hong Kong	25	32	64
Rating and Valuation Department	50	37	70
Registration and Electoral Office	13	7	19
Secretariat, Commissioner on Interception of Communications and Surveillance	2	0	1
Security Bureau	7	12	12
Social Welfare Department	203	241	355
Trade and Industry Department	29	19	33
Transport and Housing Bureau	7	7	13
Transport Department	62	101	100
Treasury	29	32	40
University Grants Committee Secretariat	2	2	9
Water Supplies Department	265	220	299
Working Family and Student Financial Assistance Agency	52	75	107
Total	8 311	8 494	10 487

F. Reason of Wastage

Reason of Wastage	2019-20	2020-21	2021-22
Retirement	6 137	6 137	6 310
Resignation	1 571	1 863	3 734
Completion of Agreement	404	241	153
Death	130	136	112
Dismissal	14	13	35
Termination of Service	15	31	66
Other Reasons	40	73	77
Total	8 311	8 494	10 487

G. Age Group

Age Group	2019-20	2020-21	2021-22
Below 20	7	5	2
20 to below 30	709	687	1 024
30 to below 40	494	700	1 367
40 to below 50	266	377	985
50 to below 60	3 442	3 049	3 009
60 and above	3 393	3 676	4 100
Total	8 311	8 494	10 487

H. Length of Service

Length of Service	2019-20	2020-21	2021-22
Below 3 years	1 015	1 018	1 488
3 to below 5 years	174	268	665
5 to below 10 years	215	299	670
10 to below 20 years	152	286	697
20 to below 30 years	1 543	1 469	1 882
30 to below 40 years	4 656	4 492	4 107
40 years and above	556	662	978
Total	8 311	8 494	10 487

- End -

CONTROLLING OFFICER'S REPLY**CSB032****(Question Serial No. 0995)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the resources required for the provision of medical benefits to civil service eligible persons (CSEPs), please provide information on the following:

- (1) the respective annual lump sum provision and dedicated funding allocated by the Government to the Hospital Authority (HA) and the costs of the medical services in the past 5 years; the statistics on the utilisation of HA's services by CSEPs, i.e. general outpatient services attendances, specialist outpatient services attendances, accident and emergency attendances, inpatient patient days;
- (2) the annual provision allocated by the Government to the Department of Health and total actual expenditure in the past 5 years as well as the percentage accounted for by various service units (including families clinics, dental clinics and Chinese medicine clinics); and the attendances and utilisation rates of CSEPs in using the services; and
- (3) whether there are any plans to fully review the existing medical and dental services for civil servants and formulate specific improvement measures in 2023-24; if yes, what are the details and estimated expenditures; if no, what are the reasons.

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 34)

Reply:

- (1) The annual lump sum provision allocated by the Government to the Hospital Authority (HA) has included the resources required for the provision of medical benefits to civil service eligible persons (CSEPs). The expenditures on the provision of medical services to CSEPs by HA in the past 5 years calculated on the basis of attendances of CSEPs and the average unit cost of the services are tabulated as follows -

2018-19 (\$ billion)	2019-20 (\$ billion)	2020-21 (\$ billion)	2021-22 (\$ billion)	2022-23 (Revised Estimate) (\$ billion)
5.010	5.400	5.691	5.930	6.304

The Government also provides dedicated funding to HA to enhance the provision of diagnostic and specialist out-patient services for CSEPs. The dedicated recurrent funding provided by the Government to HA amounts to around \$87 million in 2018-19, and was increased to around \$92 million from 2019-20 and onwards.

Statistics on the utilisation of HA medical services by CSEPs in the past five years are tabulated as follows -

	2018-19	2019-20	2020-21	2021-22	2022-23 (up to 31 December 2022) [provisional figures]
General outpatient services attendances	807 000	752 000	603 000	672 000	407 000
Specialist outpatient services attendances	1 277 000	1 214 000	1 168 000	1 278 000	970 000
Accident and emergency attendances	140 000	130 000	104 000	114 000	80 000
Inpatient patient days	410 000	392 000	334 000	355 000	248 000

Remarks: The number of attendances and the number of patient days are rounded to the nearest thousand.

- (2) Statistics on the expenditure on the medical and dental treatment provided by the Department of Health (DH) in the past five years are tabulated as follows -

	2018-19 Actual Expenditure (\$million)	2019-20 Actual Expenditure (\$million)	2020-21 Actual Expenditure (\$million)	2021-22 Actual Expenditure (\$million)	2022-23 Revised Estimate (\$million)
Dental services	697.8 [42.7%]	736.5 [40.8%]	743.2 [39.7%]	771.4 [39.8%]	806.0 [36.7%]
Medical services	166.1 [10.2%]	196.6 [10.9%]	212.4 [11.4%]	210.2 [10.8%]	196.0 [8.9%]
Payment and reimbursement of medical fees and hospital charges	760.8 [46.5%]	862.8 [47.8%]	905.7 [48.4%]	953.5 [49.2%]	1,189.0 [54.1%]
Procurement of equipment	10.7 [0.6%]	8.3 [0.5%]	8.9 [0.5%]	4.5 [0.2%]	8.0 [0.3%]
Total:	1,635.4 [100.0%]	1,804.2 [100.0%]	1,870.2 [100.0%]	1,939.6 [100.0%]	2,199.0 [100.0%]

The attendances of CSEPs at families clinics in the past 5 years are as follows -

Year	Number of Attendances^{Note 1}
2018	285 000
2019	280 000
2020	228 000
2021	263 000
2022	224 000

Note 1: The number of attendances is rounded to the nearest thousand.

The overall utilisation rate of families clinics in the past 5 years are close to 100%.

The attendances of CSEPs at dental clinics (including Oral Maxillofacial Surgery and Dental Clinics in hospitals) in the past 5 years are as follows -

Year	Attendances^{Note 2}
2018	769 600
2019	756 500
2020	321 700
2021	708 600
2022	585 700

Note 2: The number of attendances is rounded to the nearest hundred.

The utilisation rates of all service sessions available at government dental clinics providing dental services to CSEPs in the past 5 years are close to 100%.

To combat Coronavirus Disease 2019, families clinics and dental clinics made various service adjustments in the past 3 years. A large number of staff have been deployed to support anti-epidemic work and hence the number of attendances have been greatly reduced.

Civil Service Chinese Medicine Clinics (CSCMCs) have commenced services since March 2020. We provide a full-year recurrent provision to the HA via the Health Bureau for operating the CSCMCs, relevant provisions are tabled below -

Year	Recurrent provision (\$million)
2019-20	7.70
2020-21	17.20
2021-22	17.20
2022-23	22.40

The average utilisation rate of CSCMCs has been over 95% since its service launch. The number of attendances by service types are listed in the table below –

Year	Number of Attendances [^]		
	General Consultation	Acupuncture	Total
2019-20	2 200	2 600	4 800
2020-21	26 800	32 400	59 200
2021-22	26 700	32 200	58 900
2022-23 (up to end February 2023)	33 600	29 800	63 400

[^] The number of attendances is rounded to the nearest hundred.

- (3) By launching the Pilot Scheme on Dental Services (Dental Scaling) (Pilot Scheme), the Government aims to prevent the further lengthening of waiting time for general dental services of DH due to manpower shortage. DH invited private dental organisations to submit expressions of interest in late October last year, with a view to gauging their interest in participating in the Pilot Scheme. The initial response from the private dental organisations is positive, and DH is finalising the details of the Pilot Scheme.

To enhance its services, DH launched the Integrated Care Programme (ICP) and the Stable Drug Use (SDU) pilot programme at families clinics in March 2020. The ICP aims at improving the quality of care for patients with diabetes mellitus, and identifying early complications so that the extra consultation time arising from complications can be reduced. The SDU pilot programme seeks to enhance drug use safety for patients with chronic diseases and stable conditions who are required to take multiple types of drugs, and to minimise their needs for follow-up consultations with doctors. It is expected that the implementation of these two programmes will release doctor consultation quota for allocation to other CSEPs in need. The programmes will continue in 2023-24.

DH plans to absorb the relevant expenditure of the Pilot Scheme within the current provision for Medical and Dental Treatment for Civil Servants. The details of the manpower and expenditure to be incurred are yet to be available at this stage.

- End -

CONTROLLING OFFICER'S REPLY

CSB033

(Question Serial No. 1521)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Government formulated a new “government-wide mobilisation” level under the mobilisation protocol to further strengthen its emergency response capability, with the first drill having taken place on 16 February this year. In this connection, will the Government inform this Committee of:

1. the names of the 77 bureaux/departments (B/Ds) and the numbers of their staff members who participated in the first drill, set out in table form;
2. the numbers of directorate civil servants who participated in the first drill, broken down by salary point;
3. the names of the 26 B/Ds and the numbers of their staff members who participated in the first field operation drill, set out in table form;
4. the names of the 20 B/Ds that arranged staff members to assemble, as well as the respective numbers of staff members who assembled, at the designated location within the specified time for briefings, set out in table form;
5. the number of drills at the “government-wide mobilisation” level planned to be conducted per year in the future; and
6. the scenarios planned to be simulated in future drills apart from the tsunami scenario simulated in the first drill?

Asked by: Hon LAI Tung-kwok (LegCo internal reference no.: 30)

Reply:

All policy bureaux and departments and the Independent Commission Against Corruption participated in the first drill under the “government-wide mobilisation” level, involving a total of around 10 000 government staff at different levels. We do not maintain detailed breakdown of the number of participants by levels. For the numbers of participants from various B/Ds in the first drill, as they involve internal operational deployment details of the Government, it is inappropriate to disclose the information. The list of B/Ds participating in the field operation drill is enclosed at Annex.

The purpose of the drill under the “government-wide mobilisation” level is to test departments’ capability to mobilise staff without forewarning, and the staff’s readiness to be mobilised. As such, it is inappropriate to disclose plans and frequencies of drills. The Civil Service Bureau will continue to conduct drills from time to time to strengthen responsiveness of the civil service.

**List of 26 Bureaux/Departments (B/Ds)
which had participated in the field operation drill**

Six B/Ds which had deployed 50 staff members each to the drill

1. Electrical & Mechanical Services Department
2. Highways Department
3. Housing Bureau (including Housing Department)
4. Lands Department
5. Leisure and Cultural Services Department
6. Water Supplies Department

20 B/Ds which had deployed 30 staff members each to the drill

1. Agriculture, Fisheries and Conservation Department
2. Architectural Services Department
3. Buildings Department
4. Census and Statistics Department
5. Civil Engineering and Development Department
6. Department of Justice
7. Drainage Services Department
8. Education Bureau
9. Environmental Protection Department
10. Food and Environmental Hygiene Department
11. Home Affairs Department
12. Hong Kong Police Force
13. Inland Revenue Department
14. Labour Department
15. Marine Department
16. Planning Department
17. Post Office
18. Social Welfare Department
19. Transport Department
20. Working Family and Student Financial Assistance Agency

- End -

CONTROLLING OFFICER'S REPLY

CSB034

(Question Serial No. 1524)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding human resource management in the past 3 financial years and according to the 2023-24 Estimates of Expenditure, will the Government inform this Committee of the following:

1. Please set out in table form the numbers of permanent directorate posts of each bureau/department/office in each of the 4 years;
2. Please set out in table form the numbers of supernumerary directorate posts of each bureau/department/office in each of the 4 years; and
3. Please set out in table form the numbers of supernumerary directorate posts created under the delegated authority in accordance with section 8 of the Public Finance Ordinance of each bureau/department/office in each of the 4 years.

Asked by: Hon LAI Tung-kwok (LegCo internal reference no.: 33)

Reply:

1. In the past 3 financial years and according to the 2023-24 Estimates of Expenditures, the numbers of permanent directorate posts in various bureaux/departments/offices in each of the 4 years are set out at **Annex A**.
2. In the past 3 financial years and according to the 2023-24 Estimates of Expenditures, the numbers of supernumerary directorate posts in various bureaux/departments/offices in each of the 4 years are set out at **Annex B**.
3. Under the current mechanism, in accordance with section 8 of the Public Finance Ordinance, Controlling Officers may exercise the authority delegated by the Financial Secretary to create supernumerary directorate posts lasting not longer than 6 months to meet a temporary operational need. In exercising this delegated authority, Controlling Officers must obtain ranking support from the relevant head of grade and prior approval from the Secretary for the Civil Service and the relevant Director of Bureau. They must also confirm the availability of necessary funds to the satisfaction of the Secretary

for Financial Services and the Treasury. Posts may be so created only for temporary and short-term purposes and should last for a period not exceeding 6 months. Approval of the Establishment Subcommittee/Finance Committee are required if the posts are to be retained. The numbers of the above-mentioned supernumerary directorate posts lasting not longer than 6 months created by various bureaux/departments/offices under the delegated authority in accordance with section 8 of the Public Finance Ordinance as at 28 February 2023 and in each of the past 3 financial years are at **Annex C**.

Establishment of Permanent Directorate Posts

* the name of the relevant bureau is the previous name before the government reorganisation on 1 July 2022.

the name of the relevant bureau is the new name after the government reorganisation on 1 July 2022.

Bureau/Department/Office	Establishment as at			
	31.3.2021 Revised estimate	31.3.2022 Revised estimate	31.3.2023 Revised estimate	31.3.2024 Estimate
Agriculture, Fisheries and Conservation Department	8	8	8	8
Architectural Services Department	40	40	40	40
Audit Commission	12	12	12	12
Auxiliary Medical Service	1	1	1	1
Buildings Department	31	31	31	31
Census and Statistics Department	7	7	7	7
Chief Executive's Office	5	5	5	5
Offices of the Chief Secretary for Administration and the Financial Secretary	28	28	32	32
Civil Aid Service	1	1	1	1
Civil Aviation Department	22	22	22	22
Civil Engineering and Development Department	55	55	55	55
Civil Service Bureau	22	23	23	27
Commerce and Economic Development Bureau#			16	16
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)*	22	22		
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)*	7	7		
Constitutional and Mainland Affairs Bureau	21	21	21	21
Correctional Services Department	10	10	11	11
Culture, Sports and Tourism Bureau#			17	17
Customs and Excise Department	10	10	11	11

Bureau/Department/Office	Establishment as at			
	31.3.2021 Revised estimate	31.3.2022 Revised estimate	31.3.2023 Revised estimate	31.3.2024 Estimate
Department of Health	68	68	68	68
Department of Justice	96	97	99	100
Development Bureau (Planning and Lands Branch)	13	13	13	13
Development Bureau (Works Branch)	28	28	28	28
Drainage Services Department	18	18	18	18
Education Bureau	33	33	33	33
Electrical and Mechanical Services Department	16	16	16	16
Environment Bureau*	6	6		
Environment and Ecology Bureau (Environment Branch)#			12	12
Environment and Ecology Bureau (Food Branch)#			6	6
Environmental Protection Department	37	37	34	34
Financial Services and the Treasury Bureau (Financial Services Branch)	13	9	9	9
Financial Services and the Treasury Bureau (The Treasury Branch)	19	19	19	19
Fire Services Department	19	19	20	20
Food and Environmental Hygiene Department	16	17	16	16
Food and Health Bureau (Food Branch)*	8	8		
Food and Health Bureau (Health Branch)*	12	12		
Government Flying Service	5	5	5	5
Government Laboratory	7	7	7	7
Government Logistics Department	7	7	7	7
Government Property Agency	8	8	8	8
Health Bureau#			14	15
Highways Department	33	33	33	33
Home Affairs Bureau*	10	10		
Home Affairs Department	28	28	28	28
Home and Youth Affairs Bureau#			7	7

Bureau/Department/Office	Establishment as at			
	31.3.2021 Revised estimate	31.3.2022 Revised estimate	31.3.2023 Revised estimate	31.3.2024 Estimate
Hong Kong Observatory	5	5	5	5
Hong Kong Police Force	73	73	76	76
Immigration Department	13	13	14	14
Independent Commission Against Corruption	17	17	17	17
Information Services Department	12	12	12	12
Inland Revenue Department	28	28	28	28
Innovation and Technology Bureau*	17	17		
Innovation and Technology Commission	9	9	10	10
Innovation, Technology and Industry Bureau#			17	18
Intellectual Property Department	10	10	10	10
Invest Hong Kong	2	2	2	2
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	4	4	4	4
Judiciary	224	224	224	224
Labour and Welfare Bureau	12	12	11	11
Labour Department	16	16	16	16
Lands Department	46	46	46	46
Legal Aid Department	15	15	15	15
Leisure and Cultural Services Department	12	12	12	13
Marine Department	24	24	24	24
Office for Film, Newspaper and Article Administration	1	1	1	1
Office of the Government Chief Information Officer	15	15	15	15
Official Receiver's Office	8	8	8	8
Overseas Economic and Trade Offices	23	23	23	23
Planning Department	26	26	26	26
Public Service Commission Secretariat	1	1	1	1
Radio Television Hong Kong	8	8	8	8

Bureau/Department/Office	Establishment as at			
	31.3.2021 Revised estimate	31.3.2022 Revised estimate	31.3.2023 Revised estimate	31.3.2024 Estimate
Rating and Valuation Department	14	14	14	14
Registration and Electoral Office	2	2	2	4
Secretariat, Commissioner on Interception of Communications and Surveillance	1	1	1	1
Security Bureau	15	15	15	15
Social Welfare Department	26	26	26	26
Trade and Industry Department	11	11	11	11
Transport Department	32	32	32	32
Transport and Housing Bureau (Transport Branch)*	21	21		
Transport and Logistics Bureau#			21	21
Treasury	10	10	10	10
University Grants Committee	3	3	3	3
Water Supplies Department	23	23	23	23
Working Family and Student Financial Assistance Agency	4	4	4	4
Companies Registry Trading Fund	7	7	7	7
Electrical and Mechanical Services Trading Fund	13	13	13	13
Hong Kong Monetary Authority	2	2	2	2
Hospital Authority	7	7	6	3
Housing Authority	67	67	68	68
Land Registry Trading Fund	4	4	4	4
Office of the Communications Authority Trading Fund	14	14	14	14
Post Office Trading Fund	11	11	11	11
Total	1 710	1 709	1 725	1 732

Establishment of Supernumerary Directorate Posts

* the name of the relevant bureau is the previous name before the government reorganisation on 1 July 2022.

the name of the relevant bureau is the new name after the government reorganisation on 1 July 2022.

Bureau/Department/Office	Establishment as at			
	31.3.2021 Revised estimate	31.3.2022 Revised estimate	31.3.2023 Revised estimate	31.3.2024 Estimate
Architectural Services Department	2	2	2	2
Buildings Department	1	1	1	1
Offices of the Chief Secretary for Administration and the Financial Secretary	2	2	-	1
Civil Aviation Department	2	2	2	2
Civil Engineering and Development Department	13	13	13	14
Commerce and Economic Development Bureau#			4	3
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)*	3	3		
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)*	2	2		
Constitutional and Mainland Affairs Bureau	2	2	2	2
Culture, Sports and Tourism Bureau#			4	5
Department of Health	1	1	1	1
Department of Justice	1	3	3	3
Development Bureau (Planning and Lands Branch)	2	2	2	5
Development Bureau (Works Branch)	2	2	2	2
Drainage Services Department	1	1	1	1
Education Bureau	6	6	5	5
Electrical and Mechanical Services Department	3	3	3	3
Environment Bureau*	1	1		
Environment and Ecology Bureau (Environment Branch)#			-	-

Bureau/Department/Office	Establishment as at			
	31.3.2021 Revised estimate	31.3.2022 Revised estimate	31.3.2023 Revised estimate	31.3.2024 Estimate
Environment and Ecology Bureau (Food Branch)#			1	1
Environmental Protection Department	7	7	2	2
Financial Services and the Treasury Bureau (Financial Services Branch)	3	3	3	3
Fire Services Department	-	1	2	2
Food and Environmental Hygiene Department	5	4	4	4
Food and Health Bureau (Food Branch)*	1	1		
Food and Health Bureau (Health Branch)*	1	1		
Government Property Agency	1	1	1	1
Health Bureau#			1	-
Highways Department	7	7	6	9
Home Affairs Bureau*	5	5		
Home Affairs Department	1	1	1	1
Home and Youth Affairs Bureau#			1	1
Hong Kong Police Force	1	1	1	1
Immigration Department	1	1	1	1
Independent Commission Against Corruption	-	-	2	2
Judiciary	2	2	2	2
Labour Department	3	2	2	1
Labour and Welfare Bureau	-	-	-	3
Lands Department	2	2	2	2
Planning Department	2	2	2	2
Security Bureau	1	1	-	-
Social Welfare Department	1	1	1	1
Transport Department	3	3	4	4
Transport and Housing Bureau (Transport Branch)*	5	4		
Transport and Logistics Bureau#			4	4
Water Supplies Department	2	-	-	-
Housing Authority	1	1	1	3
Total	99	97	89	100

**The numbers of supernumerary directorate posts lasting not longer than 6 months
created under the delegated authority in accordance with section 8 of the Public
Finance Ordinance**

* the name of the relevant bureau is the previous name before the government reorganisation on 1 July 2022.

Bureau/Department/Office	Numbers of supernumerary directorate posts as at			
	31.3.2020	31.3.2021	31.3.2022	28.2.2023
Architectural Services Department	-	-	-	1
Chief Executive's Office	-	-	-	1
Offices of the Chief Secretary for Administration and the Financial Secretary	2	2	1	-
Civil Engineering and Development Department	6	7	1	-
Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)*	-	1	-	
Commerce and Economic Development Bureau (Communications and Creative Industries Branch)*	2	2	2	
Constitutional and Mainland Affairs Bureau	1	-	-	-
Department of Health	2	2	2	1
Department of Justice	2	6	5	5
Development Bureau (Planning and Lands Branch)	-	-	-	3
Development Bureau (Works Branch)	2	-	-	-
Drainage Services Department	-	1	-	-
Education Bureau	2	6	4	-
Electrical and Mechanical Services Department	4	3	-	-
Environment Bureau*	1	1	1	
Environmental Protection Department	7	7	7	-
Financial Services and the Treasury Bureau (Financial Services Branch)	-	2	1	-
Financial Services and the Treasury Bureau (The Treasury Branch)	1	1	1	-

Bureau/Department/Office	Numbers of supernumerary directorate posts as at			
	31.3.2020	31.3.2021	31.3.2022	28.2.2023
Fire Services Department	-	1	1	-
Food and Environmental Hygiene Department	1	1	1	-
Food and Health Bureau (Health Branch)*	-	-	1	
Government Laboratory	-	-	2	-
Government Property Agency	2	2	1	-
Highways Department	2	3	2	-
Home Affairs Bureau*	-	1	3	
Home Affairs Department	1	1	-	-
Hong Kong Police Force	2	1	2	1
Housing Department	-	1	-	-
Independent Commission Against Corruption	-	-	2	-
Labour Department	1	1	1	-
Labour and Welfare Bureau	-	-	-	2
Lands Department	2	1	-	-
Leisure and Cultural Services Department	-	-	-	1
Marine Department	2	-	-	-
Office of the Government Chief Information Officer	-	-	1	-
Planning Department	1	1	-	-
Radio Television Hong Kong	1	-	-	-
Registration and Electoral Office	-	-	-	1
Security Bureau	-	-	1	-
Social Welfare Department	4	-	-	-
Transport Department	1	1	1	-
Transport and Housing Bureau (Transport Branch)*	-	1	-	
Treasury	-	-	1	1
Water Supplies Department	-	-	2	-
Working Family and Student Financial Assistance Agency	1	-	-	-
Total	53	57	47	17

- End -

CONTROLLING OFFICER'S REPLY

CSB035

(Question Serial No. 1535)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Under the existing policy, civil service eligible persons (i.e. serving/retired civil servants, their eligible dependants and other eligible persons) are entitled to free medical treatment and medical services, X-ray examinations and medicines provided by the Department of Health or the Hospital Authority (HA). In this connection, will the Government inform this Committee that in the past 3 years:

1. have any yearly statistics been compiled on the number of retired civil servants using the above services; if yes, what was the number of attendances each year; and
2. have any statistics been compiled on the medical expenditures involving retired civil servants; if yes, what were the amounts?

Asked by: Hon LAI Tung-kwok (LegCo internal reference no.: 16)

Reply:

- 1&2 Both the Department of Health and the Hospital Authority do not maintain information on the number of cases and related medical expenditure on their services provided for retired civil servants.

- End -

CONTROLLING OFFICER'S REPLY**CSB036****(Question Serial No. 1550)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the Government's provision of diagnostic and specialist outpatient services for civil service eligible persons (CSEPs), please inform this Committee of:

1. the expenditures on the provision of medical services to CSEPs by the Hospital Authority (HA) calculated on the basis of attendances of CSEPs and the average unit cost of the services in the past 3 years;
2. the amount of the dedicated funding provided by the Government to the HA to enhance the above services in each of the past 3 years;
3. the statistics on the utilisation of HA's medical services by CSEPs (including the attendances for general outpatient, specialist outpatient and accident and emergency services, as well as the numbers of inpatient patient days) in the past 3 years; and
4. the median waiting time (first appointment) for various specialist consultation and treatment services offered by various specialist outpatient clinics under the HA that provide dedicated services to CSEPs in the past 3 years.

Asked by: Hon LAI Tung-kwok (LegCo internal reference no.: 15)

Reply:

1. The expenditures on the provision of relevant medical services to civil service eligible persons (CSEPs) by the Hospital Authority (HA) in the past 3 years calculated on the basis of attendances of specialist outpatient (SOP) services (including related diagnostic services) and the average unit costs of the services are tabulated as follows-

2020-21 (\$ billion)	2021-22 (\$ billion)	2022-23 (Revised Estimate) (\$ billion)
1.965	2.054	2.194

2. The Government provides dedicated funding to HA to enhance the provision of diagnostic and SOP services for CSEPs. In the past 3 years, the dedicated recurrent funding amounts to around \$92 million each year.
3. Statistics on the utilisation of HA's medical services by CSEPs (including general outpatient services attendances, SOP services attendances, accident and emergency attendances, as well as inpatient patient days) in the past 3 years are tabulated as follows-

	2020-21	2021-22	2022-23 (up to 31 December 2022) [provisional figures]
General outpatient services attendances	603 000	672 000	407 000
Specialist outpatient services attendances	1 168 000	1 278 000	970 000
Accident and emergency attendances	104 000	114 000	79 000
Inpatient patient days	334 000	355 000	248 000

Remarks: The number of attendances and the number of patient days are rounded to the nearest thousand.

4. Dedicated SOP services are provided by 9H Specialist Clinic in Prince of Wales Hospital, L Block of Queen Elizabeth Hospital and Saturday SOP Clinic in Queen Mary Hospital under HA for CSEPs. The number of attendances and the median waiting times of SOP new cases for major specialties in the past 3 years are listed as follows-

9H Specialist Clinic in Prince of Wales Hospital

Specialty	Median Waiting Time (week)		
	2020-21	2021-22	2022-23 (as at 31 December 2022) [provisional figures]
Ear, Nose & Throat	1	1	1
Gynaecology	3	7	7
Medicine	54	61	41
Orthopaedics & Traumatology	9	1	1
Paediatrics	1	1	1
Surgery	2	8	2

L Block of Queen Elizabeth Hospital

Specialty	Median Waiting Time (week)		
	2020-21	2021-22	2022-23 (as at 31 December 2022) [provisional figures]
Gynaecology	20	26	29
Medicine	109	129	137
Orthopaedics & Traumatology	10	4	1
Paediatrics	<1	1	<1
Surgery	29	34	35

Saturday SOP Clinic in Queen Mary Hospital

Specialty	Median Waiting Time (week)		
	2020-21	2021-22	2022-23 (as at 31 December 2022) [Provisional figures]
Medicine	42	67	13
Surgery	3	12	5

- End -

CONTROLLING OFFICER'S REPLY

CSB037

(Question Serial No. 1345)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

With the proportion of ethnic minorities (EMs) within the civil service gradually growing, will the Government inform this Committee of:

- (1) the additional numbers of EMs recruited annually and their proportions in the civil service as a whole in the past 5 financial years;
- (2) the numbers of EMs recruited in various government departments and their proportions in the staff establishment of the respective departments in the past 5 years, set out in table form; and
- (3) whether measures have been introduced to encourage various departments to employ more EMs, or to facilitate EMs' application for jobs in the civil service? If yes, what are the staff establishment and expenditures involved; if no, what are the reasons?

Asked by: Hon LAM Chun-sing (LegCo internal reference no.: 1)

Reply:

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants, and has been encouraging non-ethnic Chinese who are dedicated to join the public service to strengthen their learning in Chinese. In addition, while maintaining the quality of public service, the Government will review the language proficiency entry requirements of civil service grades from time to time to ensure that they commensurate with requirements of the job, so as to allow talents of different backgrounds to join the Government. At present, over 50 civil services grades have lowered their Chinese language proficiency entry requirement, in which 18 of them are degree/profession grades.

Departments will continue to employ non-ethnic Chinese, where appropriate, to meet specific operational needs. For example, departments may engage people proficient in non-ethnic Chinese languages for the relevant jobs to facilitate the provision of services to non-ethnic Chinese communities.

The Government has been regularly disseminating information on appropriate civil service vacancies to the service users of the support service centres for ethnic minorities, which are operated by non-profit-making organisations and funded by the Home Affairs Department, and has been introducing such civil service posts to non-ethnic Chinese job seekers through the Labour Department's job centres located across the territory. Non-ethnic Chinese job seekers could also obtain related information through the two non-governmental organisations commissioned by the Labour Department under the Racial Diversity Employment Programme. In addition, we have launched a thematic webpage entitled "Job Corner for Non-ethnic Chinese" on the Government Youth Portal, which assists non-ethnic Chinese job seekers in obtaining information related to application for civil service posts.

In the civil service recruitment process, bureaux/departments will continue to assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements (including language proficiency requirements). Race is not a relevant consideration.

The Civil Service Bureau and the departments concerned will implement the aforesaid measures within their existing resources.

Given that neither job applicants for civil service jobs nor serving civil servants are required to declare their ethnic origins, we do not possess statistical information on the number of non-ethnic Chinese in the civil service.

- End -

CONTROLLING OFFICER'S REPLY

CSB038

(Question Serial No. 0279)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned that during 2023-24, measures will be identified to improve the efficiency and effectiveness of managing sub-standard performers. Given the size of the civil service in Hong Kong, the implementation of regularised monitoring measures will have substantial impact on the daily operation of the Government and the life of the people. Will the Government inform this Committee if there are detailed plans on this work? Will there be any public consultation before the formulation of the measures? What are the manpower and budget required for the implementation of the relevant measures?

Asked by: Hon LAM Lam, Nixie (LegCo internal reference no.: 1)

Reply:

The Chief Executive indicated in his 2022 Policy Address that the Government would strengthen the reward and punishment system for civil servants, and mentioned among others that “for officers whose performance remains persistently sub-standard despite supervision and assistance, their appointment should be terminated in a timely manner.” The Civil Service Bureau (CSB) is conducting a review on the existing mechanism for managing sub-standard performers, and will identify measures to improve the efficiency and effectiveness of the mechanism. CSB will consult the Public Service Commission on the proposed measures within 2023 before their promulgation and implementation.

CSB will conduct the review and identify relevant measures by deploying existing manpower and resources.

- End -

CONTROLLING OFFICER'S REPLY

CSB039

(Question Serial No. 0280)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Ethical Leadership Programme has been implemented for over 16 years, and it is mentioned under Matters Requiring Special Attention that the Bureau will continue to collaborate with the Independent Commission Against Corruption in implementing the programme. Please inform this Committee of the following:

- (i) the statistical data on the forms of activities (e.g. talks, publicity on the internet, etc.) organised by Ethics Officers appointed under the programme in the past 3 years;
- (ii) the types of strategies formulated by Ethics Officers to safeguard civil service integrity for various departments/bureaux in the past 3 years;
- (iii) the plans to enhance the Ethical Leadership Programme or strengthen supervision on civil service integrity.

Asked by: Hon LAM Lam, Nixie (LegCo internal reference no.: 2)

Reply:

The Civil Service Bureau ("CSB") has been working closely with the Independent Commission Against Corruption ("ICAC") and Bureaux/Departments ("B/Ds") to sustain and enhance the integrity culture within the Civil Service by adopting a three-pronged approach, namely prevention, education, and sanctions.

Under the Ethical Leadership Programme ("ELP"), a senior directorate officer is designated in each B/D to facilitate communication with CSB and ICAC. These officers assist in promoting activities and spreading integrity messages in B/Ds, and providing valuable feedback so that the relevant initiatives could better suit the needs of colleagues. Moreover, these designated officers also assist in mapping out and taking forward bureau/department-based activities (including talks, seminars and publicity activities).

In the past 3 years (2020 – 2022), the specific initiatives under ELP include the following:

- (a) CSB and ICAC conducted 3 thematic workshops on various topics for as many as 770

officers in bureaux/departments. CSB and ICAC also held 3 briefings for some 30 B/Ds (in groups by the nature of their work) to enhance experience-sharing among the bureaux/departmental managers on promoting integrity, and for ICAC to offer targeted advice on corruption prevention for these B/Ds with regard to the respective areas of their work to strengthen integrity promotion.

- (b) ICAC offered assistance to B/Ds in conducting their promotion activities, such as arranging speakers and providing appropriate presentation materials. For instance, the Community Relations Department of ICAC provided regular integrity training to over 27 000 government officers in 2022.
- (c) 14 Seminars on “Misconduct in Public Office” were conducted and the new edition of the “Know more about the Offence of Misconduct in Public Office” booklet was published in September 2022 to promote the awareness of civil servants at all levels to beware of the offence.

In 2023-24, CSB would enhance cooperation with ICAC and B/Ds in organising various activities under ELP, and continue to foster the integrity culture in the Civil Service at different levels.

- End -

CONTROLLING OFFICER'S REPLY

CSB040

(Question Serial No. 0281)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In the budget, the estimated provision on civil service training and development is \$55.6 million (used on 29 posts and training expenses) higher than that of the previous year. Will the Government inform this Committee of the following:

- (i) For which departments will the posts be newly created? What are the pay bands?
- (ii) Please give details on what expenditure items are covered by the training expenses.

Asked by: Hon LAM Lam, Nixie (LegCo internal reference no.: 3)

Reply:

To tie in with the initiative to enhance civil service training as put forward in the Chief Executive's 2022 Policy Address, the Civil Service College (CSC) must be adequately provisioned in order to produce the desired outcome, and assist the HKSAR Government to build a team of civil servants who are patriotic and love Hong Kong, possess good morals, have good integrity, are competent, people-oriented, and efficient. Since the establishment of CSC in December 2021, except for the creation of the Head of the Civil Service College, CSC has been operating on the organisational structure and establishment inherited from the former Civil Service Training and Development Institute. To achieve the above, CSC plans to create 29 new posts in 2023-24 to support its new structure and promote its development. The proposal includes the creation of 4 directorate posts and 25 non-directorate posts comprising the grades of Training Officer, executive and financial management, information technology, system analysis and programming, etc.

The expenditure for civil service training and development mainly covers course design and speaker fees; tuition, traveling and accommodation fees of the training arranged outside Hong Kong; study grants, etc. The estimated expenditure of CSC for its major training and development areas in 2023-24 are tabulated below:

	Civil Service Training and Development Areas	Estimated Expenditure
1	Enhancing governance and leadership capabilities	18.5 million
2.	Understanding the constitutional order, national development and strategies	27.3 million
3.	Building a people-oriented service culture ^(Note)	2 million
4.	Strengthening professional competence	8.2 million
5.	Promoting a culture of continuous learning	5 million
6.	Other training related expenditures	6.8 million

Note: Apart from dedicated training courses, CSC has also incorporated public service ethos into training programmes grouped under various other training and development areas. The estimated expenditure cover mainly programme-related costs and do not include the salary of Training Officers of CSC who conduct the training programmes.

- End -

CONTROLLING OFFICER'S REPLY

CSB041

(Question Serial No. 0282)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Government launched the first drill under “government-wide mobilisation” level in February this year and said that the drill was smoothly held with more to be conducted periodically in future. In this connection, by taking the scale of 10 000 participants in the first drill as an example, please inform this Committee of (i) the planned cycle for the drill (e.g. once per year); (ii) the estimated expenditure on preparing for one single drill.

Asked by: Hon LAM Lam, Nixie (LegCo internal reference no.: 4)

Reply:

The drill under the “government-wide mobilisation” level was coordinated by the Civil Service Bureau (CSB) with its existing manpower and resources.

The purpose of the drill under the “government-wide mobilisation” level is to test departments’ capability to mobilise staff without forewarning, and the staff’s readiness to be mobilised. As such, it is inappropriate to disclose plans and frequencies of drills. CSB will continue to conduct drills from time to time to strengthen responsiveness of the civil service.

- End -

CONTROLLING OFFICER'S REPLY

CSB042

(Question Serial No. 0283)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In 2023-24, the Civil Service College (CSC) under the Civil Service Bureau will undergo a process of re-organisation to build its capacity for training civil servants' leadership capabilities, understanding of national development, and building a people-oriented service culture. In this connection, please inform this Committee of:

- (i) the curriculum areas of training, including programme details for each area;
- (ii) whether any organisation or higher education institution is involved in the formulation of training programmes for civil servants;
- (iii) the work plan for the re-organisation of CSC, including the manpower requirement and estimated expenditure involved.

Asked by: Hon LAM Lam, Nixie (LegCo internal reference no.: 5)

Reply:

- (i) To tie in with the initiative to enhance civil service training as put forward in the Chief Executive's 2022 Policy Address, the Civil Service College (CSC) plans to undergo a process of re-organisation in 2023-24 to enhance its capabilities. Starting from 2023, the training programmes taken forward by CSC will focus on five core areas including (1) enhancing governance and leadership capabilities; (2) understanding the constitutional order, and national development and strategies; (3) building a people-oriented service culture; (4) strengthening professional competence; and (5) promoting a culture of continuous learning. The contents covered in respective training areas are as follows:

- (a) Enhancing governance and leadership capabilities

This includes leadership development programmes for promising officers of the civil service, held both locally and overseas. Examples include flagship leadership development programmes, executive workshops and seminars by experts, etc, covering the areas of leadership competencies, public policy, international perspectives, community engagement, media and crisis communication, etc.

(b) Understanding the constitutional order, national development and strategies

This includes training on national studies and the constitutional order held both locally and on the Mainland. Examples include national studies programmes jointly organised with Mainland institutions, thematic visits and civil service staff exchange programmes, and local thematic seminars and training on the country's Constitution, the Basic Law and the Hong Kong National Security Law.

(c) Building a people-oriented service culture

This includes training on service enhancement and team collaboration to unite the civil service to serve the public with assiduity. Examples include sharing of quality service experience, training on public service ethos and skills, civil service core values and team collaboration.

(d) Strengthening professional competence

This includes continuous training opportunities provided to meet the needs of civil servants at different levels so as to strengthen their professional competence. Examples include training on general management, innovation and technology application, human resources management, language and communication, etc.

(e) Promoting a culture of continuous learning

This includes the provision of e-learning resources encompassing thematic websites (covering the subjects of integrated leadership, national affairs, the constitutional order of the Hong Kong Special Administrative Region, safeguarding national security, service culture, innovation and technology, etc.), web courses, video clips, learning tips, e-books and publications, guidelines and best practices, etc.

- (ii) CSC will, according to the service-wide training needs of the civil service, formulate training plans of the civil service and collaborate with training institutions, both in Hong Kong and other places, to provide training for civil servants. The training institutions concerned will provide suggestions to CSC on course design, contents, and speakers, etc., and will periodically review, update, and continuously improve the courses to enhance training effectiveness and ensure training and development needs are met.
- (iii) CSC will enhance its functions, and re-organise the existing training units into two schools including the School of Public Sector Leadership and the School of Professional Development to meet the training and development needs of civil servants of different echelons.

The School of Public Sector Leadership will be dedicated to the training of senior civil servants, in particular those with potential for advancement to the senior echelons, in order to enhance their leadership, governance and public policy-making capabilities, as well as to ensure their accurate understanding of the “One Country, Two Systems” principle and the development strategy of our country, so as to give full support to the HKSAR Government’s implementation of the principle of “patriots administering Hong Kong”. The School of Professional Development will be dedicated to the provision of foundation and professional development training for civil servants. This will enable civil servants to undergo continuous training throughout their career so as to reinforce their public service values and update them on the knowledge and skills required at work. CSC will also build international collaboration and establish its research capability to tap

into the experiences and good practices of public administration locally and in other places to enhance the design and contents of its training programmes.

Since the establishment of CSC in December 2021, except for the creation of the Head of the Civil Service College, CSC has been operating on the organisational structure and establishment inherited from the former Civil Service Training and Development Institute. CSC must be adequately provisioned in order to produce the desired outcome, and assist the HKSAR Government to build a team of civil servants who are patriotic and love Hong Kong, possess good morals, have good integrity, are competent, people-oriented, and efficient. To achieve the above, CSC plans to create 29 new posts in 2023-24 and the total notional annual salary cost at mid-point (NAMS) involved is around \$31 million.

- End -

CONTROLLING OFFICER'S REPLY

CSB043

(Question Serial No. 0284)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the employment of non-civil service contract (NCSC) staff, will the Government inform this Committee of the following:

- (i) the numbers of full-time and part-time NCSC staff employed by various government departments in the past year;
- (ii) the respective numbers of full-time NCSC staff currently employed by various government departments with a length of continuous service of 3 years to less than 5 years, 5 years to less than 10 years and 10 years or more, and the total to which they add up; and
- (iii) among the full-time NCSC staff, the number of those who have all along been serving in the same position, broken down by the length of continuous service.

Asked by: Hon LAM Lam, Nixie (LegCo internal reference no.: 6)

Reply:

- (i) The breakdown of the number of full-time^(Note 1) and part-time^(Note 2) non-civil service contract (NCSC) staff by bureaux/departments (B/Ds) as at 30 June 2022 is set out at **Annex A**.
- (ii) The breakdown of the number of full-time NCSC staff by B/Ds and length of continuous service^(Note 3) (i.e. three years to less than five years, five years to less than ten years and ten years or more) as at 30 June 2022 are set out at **Annex B**.
- (iii) As at 30 June 2022, the number of full-time NCSC staff with continuous service of five years to less than 10 years and of 10 years or more in the same position are 884 and 1 405 respectively. For NCSC staff with continuous service of less than five years, the Civil Service Bureau does not collect information on whether they have served in the same or different positions.

- Note 1: “Full-time” employment means employment under a “continuous contract” as defined by the Employment Ordinance (EO). According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.
- Note 2: “Part-time” employment means employment whereby the number of working hours of the NCSC staff is less than those under a “continuous contract” as defined by the EO. The number of part-time NCSC staff set out at Annex A refers to those with employment contractual relations with the user B/Ds as at 30 June 2022 and only some of them were called upon to perform duty on that date.
- Note 3: “Continuous service” refers to employment in the same B/D without a break in service, including those who have changed different NCSC positions during the service.

**Breakdown of full-time and part-time non-civil service contract (NCSC) staff
by bureaux/departments
(position as at 30 June 2022)**

(Since the table below shows the situation as of 30 June 2022, the names of the relevant bureaux/departments shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau / Department	No. of NCSC staff	
	Full-time	Part-time
Agriculture, Fisheries and Conservation Department	120	87
Architectural Services Department	42	9
Buildings Department	70	0
Census and Statistics Department	166	0
Chief Executive's Office	5	0
Chief Secretary and Financial Secretary's Offices	31	2
Civil Aid Service	2	0
Civil Aviation Department	7	109
Civil Engineering and Development Department	50	0
Civil Service Bureau	2	5
Commerce and Economic Development Bureau	35	5
Companies Registry	135	0
Constitutional and Mainland Affairs Bureau	7	0
Correctional Services Department	5	2
Customs and Excise Department	8	0
Department of Health	311	335
Department of Justice	44	0
Development Bureau	56	1
Drainage Services Department	48	0
Education Bureau	1 295	125

Bureau / Department	No. of NCSC staff	
	Full-time	Part-time
Efficiency Office	486	143
Electrical and Mechanical Services Department	714	0
Environment Bureau	5	0
Environmental Protection Department	181	108
Financial Services and the Treasury Bureau	4	0
Fire Services Department	16	235
Food and Environmental Hygiene Department	134	0
Food and Health Bureau	89	9
Government Flying Service	6	7
Government Laboratory	11	0
Government Logistics Department	27	0
Government Property Agency	3	0
Highways Department	27	0
Home Affairs Bureau	90	2
Home Affairs Department	462	1 287
Hong Kong Observatory	15	0
Hong Kong Police Force	19	5
Hongkong Post	1 397	0
Immigration Department	571	0
Information Services Department	21	1
Inland Revenue Department	202	0
Innovation and Technology Bureau	4	0
Innovation and Technology Commission	27	1
Intellectual Property Department	9	3
Invest Hong Kong	86	0
Judiciary	173	14

Bureau / Department	No. of NCSC staff	
	Full-time	Part-time
Labour and Welfare Bureau	24	0
Labour Department	31	4
Land Registry	48	0
Lands Department	91	0
Legal Aid Department	4	0
Leisure and Cultural Services Department	602	3 964
Marine Department	5	5
Office of the Communications Authority	133	0
Office of the Government Chief Information Officer	4	0
Official Receiver's Office	13	0
Planning Department	21	0
Radio Television Hong Kong	138	133
Rating and Valuation Department	74	0
Registration and Electoral Office	776	0
Security Bureau	28	0
Social Welfare Department	71	142
Trade and Industry Department	49	0
Transport and Housing Bureau	17	0
Transport Department	45	44
Treasury	32	0
University Grants Committee Secretariat	22	0
Water Supplies Department	51	0
Working Family and Student Financial Assistance Agency	406	0
Total	9 903	6 787

**Breakdown of full-time non-civil service contract (NCSC) staff
by bureaux/departments and years of continuous service
(position as at 30 June 2022)**

(Since the table below shows the situation as of 30 June 2022, the names of the relevant bureaux/departments shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau / Department	No. of full-time NCSC staff			Total
	With 3 years to less than 5 years of continuous service	With 5 years to less than 10 years of continuous service	With 10 years or more of continuous service	
Agriculture, Fisheries and Conservation Department	22	4	3	29
Architectural Services Department	0	3	0	3
Buildings Department	9	10	22	41
Census and Statistics Department	4	0	0	4
Chief Executive's Office	1	2	0	3
Chief Secretary and Financial Secretary's Offices	13	2	0	15
Civil Aviation Department	0	1	1	2
Civil Engineering and Development Department	4	3	1	8
Commerce and Economic Development Bureau	0	5	8	13
Companies Registry	40	13	0	53
Correctional Services Department	0	1	0	1
Customs and Excise Department	2	1	0	3
Department of Health	11	31	211	253
Department of Justice	5	8	0	13
Development Bureau	16	13	2	31
Drainage Services Department	5	14	10	29
Education Bureau	184	151	69	404
Efficiency Office	74	87	97	258
Electrical and Mechanical Services Department	205	151	300	656
Environment Bureau	2	0	0	2

Bureau / Department	No. of full-time NCSC staff			Total
	With 3 years to less than 5 years of continuous service	With 5 years to less than 10 years of continuous service	With 10 years or more of continuous service	
Environmental Protection Department	10	10	0	20
Financial Services and the Treasury Bureau	1	0	0	1
Fire Services Department	5	3	1	9
Food and Environmental Hygiene Department	26	18	17	61
Food and Health Bureau	7	3	2	12
Government Flying Service	2	0	1	3
Government Laboratory	2	1	5	8
Government Logistics Department	1	9	9	19
Government Property Agency	1	0	0	1
Highways Department	13	5	2	20
Home Affairs Bureau	22	3	3	28
Home Affairs Department	77	44	42	163
Hong Kong Observatory	5	0	0	5
Hong Kong Police Force	2	5	0	7
Hongkong Post	192	288	736	1216
Immigration Department	148	4	22	174
Information Services Department	2	11	3	16
Inland Revenue Department	42	6	5	53
Innovation and Technology Bureau	1	0	0	1
Innovation and Technology Commission	5	5	9	19
Intellectual Property Department	3	0	1	4
Invest Hong Kong	21	10	35	66
Judiciary	29	10	12	51
Labour and Welfare Bureau	3	4	3	10
Labour Department	0	1	21	22
Land Registry	0	4	17	21

Bureau / Department	No. of full-time NCSC staff			Total
	With 3 years to less than 5 years of continuous service	With 5 years to less than 10 years of continuous service	With 10 years or more of continuous service	
Lands Department	16	1	0	17
Leisure and Cultural Services Department	29	31	156	216
Marine Department	1	2	0	3
Office of the Communications Authority	18	32	35	85
Office of the Government Chief Information Officer	1	0	0	1
Official Receiver's Office	4	0	2	6
Planning Department	3	6	2	11
Radio Television Hong Kong	27	34	17	78
Rating and Valuation Department	2	3	2	7
Registration and Electoral Office	131	90	10	231
Security Bureau	10	6	2	18
Social Welfare Department	6	14	0	20
Trade and Industry Department	0	13	16	29
Transport and Housing Bureau	1	4	0	5
Transport Department	17	4	5	26
Treasury	4	0	1	5
University Grants Committee Secretariat	4	0	3	7
Water Supplies Department	9	6	18	33
Working Family and Student Financial Assistance Agency	61	67	48	176
Total	1 561	1 257	1 987	4 805

- End -

CONTROLLING OFFICER'S REPLY

CSB044

(Question Serial No. 0285)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

With regard to supporting ethnic minorities in Hong Kong to apply for civil service posts, will the Government inform this Committee of:

- (i) the overall proportions of ethnic minorities within the civil service in the past 3 financial years;
- (ii) measures taken by the Government to increase the number of ethnic minorities within the civil service; and
- (iii) the manpower and expenditures involved in taking such measures?

Asked by: Hon LAM Lam, Nixie (LegCo internal reference no.: 7)

Reply:

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants, and has been encouraging non-ethnic Chinese who are dedicated to join the public service to strengthen their learning in Chinese. In addition, while maintaining the quality of public service, the Government will review the language proficiency entry requirements of civil service grades from time to time to ensure that they commensurate with requirements of the job, so as to allow talents of different backgrounds to join the Government. At present, over 50 civil services grades have lowered their Chinese language proficiency entry requirement, in which 18 of them are degree/profession grades.

Departments will continue to employ non-ethnic Chinese, where appropriate, to meet specific operational needs. For example, departments may engage people proficient in non-ethnic Chinese languages for the relevant jobs to facilitate the provision of services to non-ethnic Chinese communities.

The Government has been regularly disseminating information on appropriate civil service vacancies to the service users of the support service centres for ethnic minorities, which are operated by non-profit-making organisations and funded by the Home Affairs Department,

and has been introducing such civil service posts to non-ethnic Chinese job seekers through the Labour Department's job centres located across the territory. Non-ethnic Chinese job seekers could also obtain related information through the two non-governmental organisations commissioned by the Labour Department under the Racial Diversity Employment Programme. In addition, we have launched a thematic webpage entitled "Job Corner for Non-ethnic Chinese" on the Government Youth Portal, which assists non-ethnic Chinese job seekers in obtaining information related to application for civil service posts.

In the civil service recruitment process, bureaux/departments will continue to assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements (including language proficiency requirements). Race is not a relevant consideration.

The Civil Service Bureau and the departments concerned will implement the aforesaid measures within their existing resources.

Given that neither job applicants for civil service jobs nor serving civil servants are required to declare their ethnic origins, we do not possess statistical information on the number of non-ethnic Chinese in the civil service.

- End -

CONTROLLING OFFICER'S REPLY**CSB045****(Question Serial No. 0286)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding matters of the Executive Officer (EO) grade, will the Government inform this Committee of:

- (i) the recruitment figures of the EO grade, including the numbers of applications and candidates sitting and passing the Joint Recruitment Examination (JRE), the number of candidates invited for an interview, and that of intakes in each of the past 3 years;
- (ii) the promotion figures in the EO grade and the ranks involved in each of the past 3 years in table form; and
- (iii) the wastage figures and wastage rates of staff in different ranks of the EO grade in each of the past 3 years in table form?

Asked by: Hon LAM Lam, Nixie (LegCo internal reference no.: 8)

Reply:

- (i) The recruitment figures of the EO grade in the past 3 years (from 2020-21 to 2022-23) are as follows –

	2020-21	2021-22	2022-23
No. of applicants	Around 21 000	Around 15 000	Around 13 500
No. of candidates sitting the JRE (Note 1)	Around 12 000	Around 8 500	Around 6 500
No. of candidates passing the JRE	Around 5 700	Around 4 200	Around 2 800
No. of candidates invited for interview	Around 2 000	Around 2 000	Recruitment exercise is in progress
No. of intakes	Around 220	Around 250	

Note 1 : The main reasons for the smaller number of candidates sitting the JRE than the number of applicants were that the relevant applicants did not possess the

prerequisite results of the entry requirements or the relevant applicants did not attend the JRE.

- (ii) The number of promotees in each rank of the EO grade from 2020-21 to 2022-23 are as follows –

	Senior Principal Executive Officer (SPEO)	Principal Executive Officer (PEO)	Chief Executive Officer (CEO)	Senior Executive Officer (SEO)	Executive Officer I (EO I)
2020-21	4	10	52	80	134
2021-22	4	5	32	109	162
2022-23	Promotion exercise is in progress				

- (iii) The number of wastage and the wastage rate in each rank of the EO grade from 2020-21 to 2022-23 (as at 28 February 2023) are as follows –

	2020-21	2021-22	2022-23 (as at 28 February 2023)
SPEO	2	5	4
PEO	8	2	9
CEO	18	20	12
SEO	23	40	51
EOI	17	42	42
EOII	68	90	92
Total (Note 2)	136 (3.7%)	199 (5.3%)	210 (5.6%)

Note 2 : Figures in bracket denote the wastage rate, i.e. the number of staff leaving the service to the strength of the grade.

- End -

CONTROLLING OFFICER'S REPLY

CSB046

(Question Serial No. 0612)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in Matters Requiring Special Attention in 2023-24 under the Programme that the various initiatives as set out in the 2022 Policy Address will be taken forward to enhance training for the civil service, particularly to enhance their understanding of the constitutional order of the HKSAR and the country's development and strategies. Regarding civil service training, will the Government inform this Committee of the following:

1. What were the numbers of training programmes and places for Hong Kong civil servants to attend training on the Mainland, as well as the expenditure/budget involved for the past 3 years, and what will they be for the coming year, with a breakdown by Mainland municipalities?
2. What were the numbers of Mainland civil servants who visited Hong Kong government departments for exchanges and the duration of said exchanges, as well as the expenditure/budget involved for the past 3 years, and what will they be for the coming year, with a breakdown by Mainland municipalities?
3. Please set out, in table form, the (i) Mainland municipalities, (ii) themes, (iii) duration of visits, and (iv) expenditure/budget involved for thematic visits to the Mainland conducted in the past 3 years or to be conducted in the coming year.
4. It is mentioned under the Programme that a systematic training framework will be established and training programmes for mandatory attendance by officers of different levels will be designated. What will the number of hours of training programmes, number of participants and the scale involved, as well as the budget be? How much of it will be related to the constitutional order of the HKSAR and national development?

Asked by: Hon LAU Ip-keung, Kenneth (LegCo internal reference no.: 10)

Reply:

The Civil Service Bureau, through the Civil Service College (CSC) organises training programmes for civil servants at different levels. In particular, CSC accords the highest priority to enhancing their understanding of the constitutional order of the HKSAR and the country's development while reinforcing their patriotic spirit. CSC has established a

systematic training framework and designated training programmes for mandatory attendance by officers of different levels. The induction training programme for new recruits was updated in July 2022. All new recruits are required to complete within the probationary period a foundation training programme of 2 to 4 days. The contents cover understanding “One Country, Two Systems”, the Constitution, the Basic Law, the Hong Kong National Security Law, as well as the country’s system and major policies. Non-completion will render the officers concerned not being able to be confirmed to the permanent establishment. Officers of degree or professional grades are also required to take part in advanced training of 2 days upon confirmation to the permanent establishment, so as to deepen their understanding of the constitutional order of the HKSAR, and enhance their awareness in safeguarding national security. Non-completion will adversely affect the promotion prospects of the officers concerned.

CSC arranges civil servants to attend national studies training at different stages of their career. CSC currently collaborates with nine Mainland institutions (including the National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University) in organising programmes. CSC also makes arrangement for senior civil servants to attend the Master’s Degree programmes in Public Policy organised by Mainland institutions, including the Master’s Degree in Public Policy Programme run by Peking University and the Executive Master of Public Administration Programme for the Project of Hong Kong Public Administrative Talents at Tsinghua University.

In addition, through collaboration with various provincial and municipal governments, CSC also arranges civil servants to participate in thematic visits to and civil service exchange programme in different Mainland provinces/municipalities. The previous thematic visits lasted for around 1 week which aim to help civil servants understand the economic situation, development of industries, culture preservation etc. in different regions of our country. Starting from 2019, CSC has been organising thematic visits to the Greater Bay Area (GBA) for civil servants to learn more about the latest development of the Mainland municipalities in the GBA in areas of innovation and technology and smart city development. Participants also conduct exchanges with relevant officials, experts and practitioners during the visits. The visits mainly cover the areas of innovation and technology, economic development, smart city planning, environmental protection, etc.

The HKSAR and the Mainland jointly organise the Civil Service Staff Exchange Programme and will first launch the exchange programme with the Mainland municipalities in the GBA. The initial target is to extend the staff exchange period from 4 weeks in the past to 3 months, so that civil servants will have the opportunities to stay longer on the Mainland to experience more deeply the development of the GBA. CSC will review the relevant arrangements after conducting the programme.

In the past 3 years, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes on the Mainland had to be suspended. In view of the resumption of normalcy, CSC will gradually resume arranging middle and senior-level civil servants to attend national studies training programmes, thematic visits and exchange programmes on the Mainland.

The expenditure on national studies training programmes (including Basic Law training) in the past 3 years and the estimated expenditure in 2023-24 (which mainly covers the speaker

fees for local programmes, tuition fees for the Mainland programmes, expenses for participants' travelling between Hong Kong and the Mainland and their accommodation, study grants etc.) are as follows:

2020-21 Actual Expenditure	2021-22 Actual Expenditure	2022-23 Revised Estimate	2023-24 Estimated Expenditure
\$1.1 million	\$2.6 million	\$10.5 million	\$27.3 million

We expect that the number of civil servants receiving local and Mainland national studies training in 2023 is around 20 000 and the number of trainee-days is around 32 000.

- End -

CONTROLLING OFFICER'S REPLY**CSB047****(Question Serial No. 1951)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): (-) Not SpecifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the recruitment of civil service graduate grades participating in the Joint Recruitment Examination (JRE), would the Government please reply to the following:

1. the recruitment figures of each graduate grade in the past 3 years in table form:

	Administrative Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants			
No. of candidates sitting the JRE			
No. of candidates passing the JRE			
No. of candidates invited to the first round interview			
No. of candidates invited to the final round interview			
No. of intakes			
No. of candidates put on the waiting list			

	Executive Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants			
No. of candidates sitting the JRE			
No. of candidates passing the JRE			
No. of candidates invited for interview			
No. of intakes			
No. of candidates put on the waiting list			

	Labour Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants			
No. of candidates sitting the JRE			
No. of candidates passing the JRE			
No. of candidates invited for interview			
No. of intakes			
No. of candidates put on the waiting list			

	Trade Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants			
No. of candidates sitting the JRE			
No. of candidates passing the JRE			
No. of candidates invited for interview			
No. of intakes			
No. of candidates put on the waiting list			

	Management Services Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants			
No. of candidates sitting the JRE			
No. of candidates passing the JRE			
No. of candidates invited for interview			
No. of intakes			
No. of candidates put on the waiting list			

	Transport Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants			
No. of candidates sitting the JRE			
No. of candidates passing the JRE			
No. of candidates invited for interview			
No. of intakes			
No. of candidates put on the waiting list			

2. What were the expenditures and manpower involved in each JRE for civil service graduate grades in the past 3 years? Has the Government reviewed the conduct of JREs to explore further cost-cutting? If yes, what are the details?

Asked by: Hon LEUNG Hei, Edward (LegCo internal reference no.: 32)

Reply:

1. In the 3 years from 2019-20 to 2021-22, the recruitment figures of graduate grades participating in the Joint Recruitment Examination (JRE) are tabulated as follows:

	Administrative Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants	About 12 400	About 14 200	About 9 700
No. of candidates sitting the JRE	About 7 800	About 8 300	About 5 600
No. of candidates passing the JRE	About 3 600	About 4 400	About 2 900
No. of candidates invited to the first round interview	About 440	About 640	About 630
No. of candidates invited to the final round interview	About 110	About 140	About 120
No. of intakes	29	26	32
No. of candidates put on the waiting list	No waiting list was drawn up for relevant recruitment exercises		

	Executive Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants	About 19 000	About 21 000	About 15 000
No. of candidates sitting the JRE	About 11 000	About 12 000	About 8 500
No. of candidates passing the JRE	About 4 600	About 5 700	About 4 200
No. of candidates invited for interview	About 1 800	About 2 000	About 2 000
No. of intakes	About 200	About 220	About 250
No. of candidates put on the waiting list	No waiting list was drawn up for relevant recruitment exercises		

	Labour Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants	About 16 500	No recruitment was conducted in the year	About 13 000
No. of candidates sitting the JRE	About 9 700		About 7 400
No. of candidates passing the JRE	About 3 900		About 3 400
No. of candidates invited for interview	About 700		About 700
No. of intakes	63		36 (as at 31 March 2023)
No. of candidates put on the waiting list	100		100

	Trade Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants	About 15 700	About 16 900	About 12 300
No. of candidates sitting the JRE	About 9 300	About 9 700	About 7 100
No. of candidates passing the JRE	About 3 700	About 4 600	About 3 300
No. of candidates invited for interview	About 170	About 140	About 140
No. of intakes	11	27	11
No. of candidates put on the waiting list	31	31	22

	Management Services Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants	No recruitment was conducted in the year	No recruitment was conducted in the year	About 12 200
No. of candidates sitting the JRE			About 7 200
No. of candidates passing the JRE			About 3 400
No. of candidates invited for interview			About 340
No. of intakes			19 (as at 31 March 2023)
No. of candidates put on the waiting list			35

	Transport Officer Grade		
	2019-2020	2020-2021	2021-2022
No. of applicants	About 12 100	About 12 800	About 9 100
No. of candidates sitting the JRE	About 7 200	About 7 300	About 5 200
No. of candidates passing the JRE	About 2 900	About 3 400	About 2 400
No. of candidates invited for interview	About 280	About 220	About 360
No. of intakes	37	24	29
No. of candidates put on the waiting list	42	26	51

2. The actual expenditures and numbers of invigilators recruited on the days of examination for JRE in the past 3 years are tabulated as follows:

Financial year	Actual total expenditure on JRE (\$'000)	No. of invigilators recruited on the day of examination
2019-20	About 6,290	883
2020-21	About 6,650	719
2021-22	About 5,240	661

The amount of expenditure on organising each JRE depends on factors such as the number of candidates, the availability of examination venues and related expenditure, the number of invigilators recruited and additional expenditures required under special circumstances (e.g. precautionary measures in light of the epidemic). After each examination, the Civil Service Bureau will review whether public funds have been put to proper use as a reference for the subsequent examination.

- End -

CONTROLLING OFFICER'S REPLY**CSB048****(Question Serial No. 1972)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding civil service training, will the Government please reply to the following:

1. Please provide information about civil service training programmes with assessment requirements conducted in the past 3 years, set out by year in table form:

2022				
Course title	Course type	No. of attendees	No. of those taking part in assessment	Passing rate

2. Please provide information about training programmes for directorate civil servants in the past 3 years, set out by year in table form:

2022			
Course title	Course type	No. of applicants	No. of attendees

3. Were there any civil servants who had not participated in any training programmes in each of the past 3 years? If yes, what were the respective numbers, ranks and reasons?

Asked by: Hon LEUNG Hei, Edward (LegCo internal reference no.: 35)

Reply:

The Civil Service College (CSC) under the Civil Service Bureau delivers training programmes that meet the overall needs of civil servants at different levels, such as national studies programmes and leadership development programmes for senior civil servants. The

CSC attaches great importance to training effectiveness and adopts suitable assessment methods for different types of training according to their objectives and content. Training programmes organised by CSC consists of exercises, discussions, sharing, as well as feedback collected from trainees through questionnaires. Tutors/ officers also observe trainees' in-class performance in order to examine their level of understanding of the training content. As for national studies training, CSC requires trainees to prepare study reports and evaluates the training effectiveness of the training programmes by meeting the trainees and maintaining communication with the collaborating institutions.

CSC offers a series of flagship leadership development programmes, executive workshops and thematic seminars which cover the three key areas of "leadership and public policy", "innovation and technology applications" and "public communication and crisis management" to directorate and senior civil servants. CSC has also launched expert seminar series on different themes, such as seminars in the "Expert Round Table for Economic Development Series", to strengthen civil servants' interaction and exchanges with leaders from different sectors, and to enhance their leadership and management capabilities. As regards national studies programmes for directorate and senior civil servants, they mainly cover topics on the country's Constitution and the Basic Law, the relationship between the Central Authorities and the HKSAR, Hong Kong National Security Law and national security, the latest national policies (such as the "Belt and Road" Initiative, the Guangdong-Hong Kong-Macao Greater Bay Area Development), China's economic development, foreign affairs and national defence policies, advanced technology developments, history and culture, etc. The number of trainees participating in programmes organised by the Civil Service Bureau for directorate civil servants in the past three years is as follows:

	2020	2021	2022
No. of Trainees	285	1 863	3 037

In view of the resumption of normalcy, CSC will gradually resume arranging middle and senior-level civil servants to attend national studies programmes, thematic visits and exchange programmes on the Mainland. CSC will continuously assess the training needs of directorate officers and provide them with timely training and development opportunities as appropriate. As to the information about civil servants who had not participated in any training programmes, CSC did not collect such data.

- End -

CONTROLLING OFFICER'S REPLY

CSB049

(Question Serial No. 2697)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the implementation of the “government-wide mobilisation” protocol, will the Government please reply to the following:

1. whether equipment has been procured for civil servants participating in the mobilisation in the past year. If yes, the expenditure involved and the types and quantities of the equipment; if no, the reasons for that; and
2. whether training with regard to the mobilisation protocol has been provided to civil servants of non-disciplined services grades in the past year. If yes, the details and expenditure involved; if no, what are the reasons?

Asked by: Hon LEUNG Hei, Edward (LegCo internal reference no.: 38)

Reply:

Under the “government-wide mobilisation” level, the Government can mobilise promptly government staff to form a quick response unit (QRU) to provide support in case of a major incident. Supporting work to be undertaken by QRU formed upon initiation of the “government-wide mobilisation” level will require no special skills. Civilian staff will be able to discharge such duties without additional training or specialised equipment.

- End -

CONTROLLING OFFICER'S REPLY**CSB050****(Question Serial No. 0227)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): (-) Not SpecifiedProgramme: (4) Civil Service Training and DevelopmentControlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

1. What were the staff establishments, payroll costs and total expenditures of the Civil Service Training and Development Institute (CSTDI) for the past 3 years, and what will they be for the coming year?
2. What were the numbers of civil servants eligible to participate in national studies programmes (i.e. Master Pay Scale 28 to 44 or equivalent), civil servants who have completed the programmes, places offered and participants in the programmes in each of the past 3 years, and what will the number of eligible civil servants and places offered be in the coming year?
3. How many training activities relating to the Constitution and the Basic Law were organised by the CSTDI and how many civil servants received training in the past 3 years, and what will the estimated number of training activities and participants be for the coming year?

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 32)Reply:

1. The staff establishment, salary expenditure and total expenditure of the Civil Service Training and Development Institute/Civil Service College (CSC) under the Civil Service Bureau in the past three years and 2023-24 are as follows:

Establishment

2020-21	2021-22	2022-23	2023-24
134	135	136	165

Salary Expenditure (including personal emoluments, and Mandatory Provident Fund or Civil Service Provident Fund contribution)

2020-21 Actual Expenditure	2021-22 Actual Expenditure	2022-23 Revised Estimate	2023-24 Estimated Expenditure
\$87 million	\$93.7 million	\$105 million	\$134.4 million

Total Expenditure

2020-21 Actual Expenditure	2021-22 Actual Expenditure	2022-23 Revised Estimate	2023-24 Estimated Expenditure
\$119 million	\$144.4 million	\$162.5 million	\$218.1 million

2. CSC arranges civil servants to attend national studies training at different stages of their career, including training programmes held locally and on the Mainland. For programmes held on the Mainland, CSC collaborates with nine Mainland institutions (including the National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University) to organise programmes for officers at middle, senior and directorate levels. CSC also arranges for middle and senior-level civil servants to participate in thematic visits and staff exchange programme on the Mainland. In the past three years, owing to the pandemic, all training programmes, thematic visits and staff exchange programmes on the Mainland had to be suspended, and some of the local programmes and thematic seminars had to be switched to the on-line delivery mode. In view of the resumption of normalcy, CSC will gradually resume arranging middle and senior-level civil servants to attend national studies training programmes, thematic visits and staff exchange programmes on the Mainland.

In 2023, CSC will further strengthen national studies training for civil servants by enhancing the programme content, structure and duration to enable participants to have a deeper understanding of the constitutional order and the country's development, strengthen their sense of national identity and reinforce their patriotic spirit. The actual/estimated number of trainees and trainee-days for national studies training programmes (including Basic Law training) in the past 2 years (2021-2022) and for 2023 are as follows:

	2020 Actual	2021 Actual	2022 Actual	2023 Estimate
Number of Trainees	7 100	24 500	29 200	20 000
Number of Trainee-days	3 100	11 300	19 800	32 000

3. CSC has established a systematic training framework and designated training programmes for mandatory attendance by officers at different levels. The induction training for new recruits was updated in July 2022. All new recruits are required to complete within their probationary period a foundation training programme. The contents cover understanding "One Country, Two Systems", the Constitution, the Basic Law, the Hong Kong National Security Law, as well as the country's system and major policies. Non-completion will render the officers concerned not being able to be confirmed to the permanent establishment. Officers of degree or professional grades are also required to take part in advanced training upon confirmation to the permanent establishment, so as to deepen their understanding of the constitutional order of the HKSAR, and enhance their awareness in safeguarding national security. Non-completion will adversely affect the promotion prospects of the officers concerned.

In the past three years (2020-2022), CSC organised about 265 sessions of training programmes and thematic seminars on the Constitution, the Basic Law and the Hong

Kong National Security Law, and the number of trainees was around 36 000. In 2023, CSC plans to arrange around 80 sessions of training programmes on the constitutional order of the HKSAR and national security, and the estimated number of participants is around 15 000. CSC also provides multi-media learning resources at the dedicated Basic Law webpage “Basic Law Portal” and the “Dedicated Webpage on Safeguarding National Security”, which include web courses, video clips, podcasts, seminars’ recording etc., so as to enhance civil servants’ understanding of the above topics.

- End -

CONTROLLING OFFICER'S REPLY**CSB051****(Question Serial No. 0230)**

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

What were the numbers of trainees of national studies programmes for the past 3 years? What were the expenditures involved in organising training programmes for the past 3 years and what will it be for the coming year?

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 35)

Reply:

The Civil Service College (CSC) under the Civil Service Bureau organises national studies training programmes for civil servants at different levels. Apart from local programmes and thematic seminars, CSC has also collaborated with nine Mainland institutions to organise national studies programmes on the Mainland, and arranged for civil servants to participate in thematic visits and staff exchange programmes on the Mainland. In the past 3 years, owing to the epidemic, all training programmes, thematic visits as well as staff exchange programmes on the Mainland had to be suspended, and some of the local programmes and seminars had to be switched to the on-line delivery mode. In view of the resumption of normalcy, CSC will gradually resume arranging middle and senior-level civil servants to attend national studies training programmes, thematic visits and staff exchange programmes on the Mainland. The number of civil servants participating in national studies training programmes (including Basic Law training) in the past 3 years is as follows:

	2020	2021	2022
Number of Trainees	7 100	24 500	29 200

The expenditure on national studies training programmes (including Basic Law training) in the past 3 years and the estimated expenditure in 2023-24 (which mainly covers speaker fees for local programmes, tuition fees for the Mainland programmes, expenses for participants' travelling between Hong Kong and the Mainland and their accommodation, study grants etc.) are as follows:

2020-21 Actual Expenditure	2021-22 Actual Expenditure	2022-23 Revised Estimate	2023-24 Estimated Expenditure
\$1.1 million	\$2.6 million	\$10.5 million	\$27.3 million

- End -

CONTROLLING OFFICER'S REPLY

CSB052

(Question Serial No. 1639)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In recent years, the Government has been offering short-term internship opportunities in the Government and public organisations for students to gain work experience, thereby encouraging them to join the government sector after graduation. In this connection, please inform this Committee of the following:

- (1) the number of short-term internship places to be offered by the Government in 2023-24;
- (2) the numbers of short-term internship places and applicants in the past 3 years set out by government department or public organisation in table form;
- (3) the total amount of allowance received by the student interns in each of the past 3 years;
- (4) how the internship opportunities have been publicised and promoted, as well as the expenditures involved; and
- (5) whether statistics have been compiled on the percentage of students who have enrolled in the internship programmes joining the Government within 2 years after graduation, and how to assess the effectiveness of the policy.

Asked by: Hon LEUNG Mei-fun, Priscilla (LegCo internal reference no.: 38)

Reply:

- (1)&(2) The Government and public organisations provide short-term internship opportunities every year for young people to gain work experience and deeper understanding of the Government. Recruiting bureaux/departments (B/Ds) set the duties of internship posts according to operational needs, which involve a wide diversity of work, such as various types of professional, administrative, managerial, support and disciplined services work. About 3 000 internship places were offered by bureaux/offices (including departments under their purview and related public organisations) in each of the past 3 years. The general distribution of the places is at Annex. As for the number of applicants for different internship programmes, the Civil Service Bureau (CSB) has not kept

such information. In 2023-24, the Government plans to offer over 3 000 internship places in more than 80 B/Ds/offices and public organisations.

- (3) The total amount of allowance involved in the Administrative Service Internship Programme (ASIP), the Internship Scheme for Students with Disabilities (ISSD) and the Internship Programme for Non-ethnic Chinese Students (IPNECS) implemented by CSB in the past 3 years is set out below:

Year	Total amount of allowance (\$ million)
2020-21	3.78
2021-22	4.11 ^{Note}
2022-23	3.16

(Note: Due to the pandemic, implementation of the internship programme involving students of the Shine Skills Centre in 2020-21 was postponed from the fourth quarter of 2020 to March 2021, disbursement of the allowance concerned was hence postponed to 2021-22.)

CSB has not kept information on the total amount of allowance for internship programmes implemented by other B/Ds.

- (4) Currently, details and vacancies of internship programmes are published on the websites of the B/Ds concerned and CSB. They are also disseminated to students through relevant tertiary institutions. Publicity and promotion by these means do not incur additional costs.
- (5) To understand the work situation and learning experience of the student interns, the Secretary for the Civil Service and officers responsible for the programmes will meet the students participating in ASIP and IPNECS to listen to their views on these programmes. Moreover, feedback will be collected from the participating students / organisations of the above 2 internship programmes and ISSD through questionnaires. Regarding ASIP, of the 160-odd Administrative Officers recruited in the past 5 years, 27 had participated in the programme.

Internship places provided in 2020-21

Bureau/Office (including departments under its purview and related public organisations)	Internship places (approx.)
Chief Secretary for Administration's Office, Financial Secretary's Office and Department of Justice	240
Civil Service Bureau	125
Commerce and Economic Development Bureau	220
Constitutional and Mainland Affairs Bureau	5
Development Bureau	685
Education Bureau	55
Environment Bureau	60
Financial Services and the Treasury Bureau	760
Food and Health Bureau	155
Home Affairs Bureau	120
Innovation and Technology Bureau	565
Labour and Welfare Bureau	70
Security Bureau	185
Transport and Housing Bureau	355
Total	3 600

Internship places provided in 2021-22

Bureau/Office (including departments under its purview and related public organisations)	Internship places (approx.)
Chief Secretary for Administration's Office, Financial Secretary's Office and Department of Justice	235
Civil Service Bureau	135
Commerce and Economic Development Bureau	170
Constitutional and Mainland Affairs Bureau	15
Development Bureau	610
Education Bureau	75
Environment Bureau	80
Financial Services and the Treasury Bureau	725
Food and Health Bureau	130
Home Affairs Bureau	100
Innovation and Technology Bureau	495
Labour and Welfare Bureau	70
Security Bureau	320
Transport and Housing Bureau	250
Total	3 410

Internship places provided in 2022-23

Bureau/Office (including departments under its purview and related public organisations)	Internship places (approx.)
Chief Secretary for Administration's Office, Financial Secretary's Office and Department of Justice	220
Civil Service Bureau	110
Commerce and Economic Development Bureau	95
Constitutional and Mainland Affairs Bureau	45
Culture, Sports and Tourism Bureau	60
Development Bureau	485
Education Bureau	60
Environment and Ecology Bureau	200
Financial Services and the Treasury Bureau	625
Health Bureau	170
Home and Youth Affairs Bureau	20
Housing Bureau	40
Innovation, Technology and Industry Bureau	590
Labour and Welfare Bureau	70
Security Bureau	315
Transport and Logistics Bureau	175
Total	3 280

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1195)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is stated in Matters Requiring Special Attention in 2023-24 that the Government will identify measures to improve the efficiency and effectiveness of handling disciplinary cases, with a view to enhancing the civil service disciplinary mechanism. In this connection, will the Government inform this Committee of the following:

- (1) What were the numbers of cases in which civil servants were punished with formal disciplinary action for criminal offences or breaches of discipline in each of the past 3 years, with a breakdown by bureau/department/office to which they belonged, category of misconduct and form of punishment; and
- (2) What specific measures will be in place in 2023-24 to improve the efficiency and effectiveness of handling disciplinary cases; and what will the work plan and estimated expenditure on training for civil servants in the area of discipline be?

Asked by: Hon LEUNG Tsz-wing, Dennis (LegCo internal reference no.: 10)

Reply:

The Government continued to adopt zero tolerance approach in dealing with civil servants who have misconducted themselves or broken the law. In the past three financial years (as at 31 December 2022), a total of 542 civil servants were punished with formal disciplinary action for conviction of criminal offences or serious misconduct. The yearly breakdown of the numbers of punishment cases by department is set out at Annex.

The Chief Executive indicated in his 2022 Policy Address that the Government would strengthen the reward and punishment system for civil servants, and mentioned among others that we will “enhance the civil service disciplinary mechanism”. The Civil Service Bureau (CSB) is formulating measures to enhance the efficiency and effectiveness of handling disciplinary cases, with a view to enabling disciplinary cases to be handled in a fair and just manner while also enabling appropriate punishment commensurate with the severity of cases to be promptly imposed on officers who have misconducted themselves. CSB will consult the Public Service Commission on the proposed measures within 2023, before promulgation and implementation.

Currently, all civil servants have taken oath/signed declaration that they will uphold the Basic Law, bear allegiance to the Hong Kong Special Administrative Region (“HKSAR”), be dedicated to their duties and be responsible to the HKSAR Government. The oath/declaration has enabled them to have clearer awareness of the duties, responsibilities and requirements entailed by their official positions. At the same time, the Civil Service College has enhanced its training programmes. Since July 2022, all new recruits have been required to complete a more comprehensive foundation training programme within the probationary period. The training contents cover not only the constitutional order and the development of our country, but also the core values and standards of conduct of civil servants. In addition, CSB continues to collaborate with the Independent Commission Against Corruption in sustaining and strengthening an ethical culture in the civil service through various activities under the Ethical Leadership Programme. The expenditure of the above-mentioned work items is charged to the overall financial provision of CSB. It would be impracticable for us to provide a breakdown on the estimated expenditure involved.

Numbers of cases of civil servants punished with formal disciplinary action
for conviction of criminal offences or serious misconduct

Bureau/Department	2020-21		2021-22		2022-23 (as at 31 December 2022)	
	Removal (Note 1)	Other punishment (Note 2)	Removal	Other punishment	Removal	Other punishment
Agriculture, Fisheries and Conservation Department	0	3	0	2	1	4
Architectural Services Department	0	1	0	1	0	2
Auxiliary Medical Service	0	0	0	0	0	1
Buildings Department	0	3	2	0	0	0
Chief Secretary for Administration's Office	0	1	0	0	1	0
Civil Aid Service	0	0	1	0	0	1
Civil Aviation Department	0	0	0	0	0	2
Civil Engineering and Development Department	0	0	0	0	0	1
Civil Service Bureau	0	0	0	1	0	1
Companies Registry	0	0	0	0	1	0
Correctional Services Department	1	7	2	9	3	9
Customs and Excise Department	2	2	2	5	0	5
Department of Health	0	1	1	2	1	3
Department of Justice	0	0	1	0	1	1
Development Bureau	0	0	0	1	0	0
Drainage Services Department	1	0	1	2	1	2
Education Bureau	1	5	2	0	1	0
Electrical and Mechanical Services Department	0	3	0	3	2	2
Environmental Protection Department	0	0	0	1	0	1
Fire Services Department	0	10	4	18	2	12
Food and Environmental Hygiene Department	1	26	2	27	2	23
Government Logistics Department	0	1	0	1	0	1
Home and Youth Affairs Bureau	0	0	0	0	1	0

Bureau/Department	2020-21		2021-22		2022-23 (as at 31 December 2022)	
	Removal (Note 1)	Other punishment (Note 2)	Removal	Other punishment	Removal	Other punishment
Home Affairs Department	0	0	0	1	1	0
Hong Kong Police Force	8	34	23	21	16	55
Housing Department	1	3	0	1	0	1
Immigration Department	1	4	1	7	0	5
Information Services Department	1	0	0	0	0	0
Inland Revenue Department	0	0	0	0	1	0
Judiciary	2	0	1	2	1	0
Labour Department	0	1	0	1	0	0
Lands Department	0	0	0	1	3	3
Legal Aid Department	0	0	1	0	0	0
Leisure and Cultural Services Department	1	0	3	4	4	3
Marine Department	0	0	1	0	0	0
Post Office	0	8	0	18	3	14
Radio Television Hong Kong	0	1	0	1	0	0
Rating and Valuation Department	0	1	0	0	0	0
Security Bureau	0	0	1	1	0	0
Social Welfare Department	1	0	1	2	2	0
Trade and Industry Department	0	0	0	0	0	1
Transport Department	0	0	1	0	0	0
Water Supplies Department	1	8	1	5	2	4
Sub-total	22	123	52	138	50	157
Total	145		190		207	

Note 1 : Including dismissal and compulsory retirement.

Note 2 : Including reduction in rank, severe reprimand, reprimand, financial penalty, verbal warning and written warning, etc.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1196)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the wait for public housing among disciplined services departments, will the Government inform this Committee of the following:

- (1) What were the respective numbers of disciplined services staff (including serving and retired civil servants) waiting for public housing and the average waiting years in the past 3 years; and
- (2) What were the respective numbers of successful applications among disciplined services staff (including serving and retired civil servants) for public housing under the Quota Scheme?

Asked by: Hon LEUNG Tsz-wing, Dennis (LegCo internal reference no.: 11)

Reply:

Currently, junior civil servants (including junior disciplined services staff and junior civilian staff) may apply for public rental housing (PRH) or Green Form Certificates for purchasing subsidised sale flats (including flats sold under the Home Ownership Scheme (HOS)/HOS Secondary Market Scheme and the Green Form Subsidised Home Ownership Scheme) through the Civil Service Public Housing Quota (CSPHQ) Scheme. CSPHQ Scheme is not a condition of service or retirement benefits of civil servants. It aims to facilitate, on a discretionary basis subject to resource availability, junior civil servants to have a higher chance of acquiring public housing. Relevant applications are made in response to the annual CSPHQ circular memoranda issued by the Civil Service Bureau and there is no waiting list arrangement. In the past three CSPHQ exercises (i.e. 2019/2020 to 2021/2022 exercises), the number of PRH quota places provided for junior civil servants amounted to 1 000 in each exercise.

Eligible officers may choose to apply for CSPHQ at an appropriate time, having regard to their own circumstances and preference, or submit applications under different exercises. Eligible applicants not allocated a quota in a year may decide whether to apply again when the next annual exercise is launched. We do not maintain statistics on the time lapsed between

the disciplined services staff or other applicants' first applications and their successful (or last) applications.

In the past three financial years, the number of successful applications from disciplined services staff (including serving civil servants and retirees) who have been allocated PRH units through CSPHQ exercises is as follows:

Disciplined services \ Financial year	Number of successfully housed applications		
	2019-20	2020-21	2021-22
Correctional Services Department	35	62	32
Customs and Excise Department	41	41	42
Fire Services Department	69	65	58
Hong Kong Police Force	262	323	182
Immigration Department	18	19	22
Independent Commission Against Corruption	1	3	0
Total	426	513	336

- End -

CONTROLLING OFFICER'S REPLY

CSB055

(Question Serial No. 1197)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

With regard to the wastage of the civil service, please provide the following information:

- (1) What were the numbers of wastage and wastage rates of civil servants in each of the past 3 years, with a breakdown by bureau/department, reason of wastage, age group and length of service;
- (2) Were targeted measures implemented in the past 3 years to boost the morale of the civil service and alleviate further deterioration of staff wastage? If yes, what were the details and effectiveness; if no, what were the reasons; and
- (3) What are the plans to retain and recruit talents to join the civil service in 2023-24?

Asked by: Hon LEUNG Tsz-wing, Dennis (LegCo internal reference no.: 12)

Reply:

- (1) In the past three years from 2019-20 to 2021-22, the numbers of wastage of civil servants were 8 311, 8 494 and 10 487 respectively. When compared with the civil service strength at the beginning of the year concerned, the wastage rates were 4.8%, 4.8% and 5.9% respectively. A breakdown of the statistics by bureau/department/office, reason of wastage, age group and length of service is set out at **Annex**.
- (2)&(3) The Government has been maintaining a clear and well-structured career development system for civil servants to attract, nurture and retain talents. The Government will put a greater emphasis on identifying as early as possible officers with potential, commitment and outstanding performance (but may have shorter years of service), and provide them with enhanced training and advancement opportunities. Heads of departments/grades will monitor their posting needs and keep in view their development, formulate departmental development plans, and provide opportunities for promising senior professionals to take up responsibilities beyond their professional domains in a strategic manner to widen their exposure.

Moreover, departments will also systematically arrange promising officers to attend advanced leadership programmes to help them develop the essential leadership and administrative competencies required to fulfill the role of a directorate officer. For example, the Master's Degree in Public Policy Programme for senior civil servants held jointly with the School of Government of Peking University is specifically designed for senior civil servants of high potential. We will encourage departments to select young officers with good potential and commitment to participate in this programme.

The Civil Service Bureau (CSB) will continue to keep in view the recruitment situation to ensure that bureaux/departments will take early actions to formulate manpower plans, launch recruitment exercises to fill vacancies in a timely manner, and enhance promotion of the works and recruitment arrangements of individual grades. The CSB will also maintain close communications with stakeholders like tertiary institutions etc. to keep abreast of the market situation and attract more individuals with aspiration to serve the community to join the civil service.

**Statistics on Civil Servants Leaving the Service
from 2019-20 to 2021-22**

I. Bureau/Department/Office

Bureau/Department/Office	2019-20	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	98	97	120
Architectural Services Department	109	107	133
Audit Commission	9	16	18
Auxiliary Medical Service	4	5	7
Buildings Department	48	62	83
Census and Statistics Department	52	64	94
Chief Executive's Office	4	5	7
Chief Secretary for Administration's Office	27	36	29
Civil Aid Service	2	4	7
Civil Aviation Department	31	33	50
Civil Engineering and Development Department	69	95	138
Civil Service Bureau	49	39	55
Commerce and Economic Development Bureau	18	16	29
Companies Registry	11	13	23
Constitutional and Mainland Affairs Bureau	8	6	11
Correctional Services Department	311	290	283
Customs and Excise Department	224	224	314
Department of Health	312	389	549
Department of Justice	65	59	92
Development Bureau	17	21	33
Drainage Services Department	107	103	111
Education Bureau	224	269	389
Electrical and Mechanical Services Department	205	168	189
Environmental Protection Department	70	94	147
Environment Bureau	0	1	6
Financial Services and the Treasury Bureau	9	11	12

Bureau/Department/Office	2019-20	2020-21	2021-22
Fire Services Department	440	455	502
Food and Environmental Hygiene Department	528	578	716
Food and Health Bureau	11	8	17
Government Flying Service	15	15	13
Government Laboratory	12	17	20
Government Logistics Department	41	44	52
Government Property Agency	11	12	16
Highways Department	127	118	171
Home Affairs Bureau	11	11	12
Home Affairs Department	96	92	145
Hong Kong Monetary Authority	0	1	2
Hong Kong Observatory	15	17	25
Hong Kong Police Force	1 802	1 537	1 486
Hongkong Post	304	311	322
Hospital Authority	164	142	138
Housing Department	427	520	629
Immigration Department	267	307	399
Information Services Department	10	16	23
Inland Revenue Department	147	160	233
Innovation and Technology Bureau	3	8	9
Innovation and Technology Commission	13	10	19
Intellectual Property Department	6	4	20
Invest Hong Kong	0	2	1
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	0	3	0
Judiciary	81	86	106
Labour and Welfare Bureau	0	9	9
Labour Department	76	102	130
Land Registry	23	33	38
Lands Department	220	219	298
Legal Aid Department	26	27	38
Leisure and Cultural Services Department	430	427	601

Bureau/Department/Office	2019-20	2020-21	2021-22
Marine Department	67	73	100
Office of the Communications Authority	21	23	33
Office of the Government Chief Information Officer	27	34	40
Official Receiver's Office	11	12	21
Planning Department	48	48	48
Public Service Commission	2	1	4
Radio Television Hong Kong	25	32	64
Rating and Valuation Department	50	37	70
Registration and Electoral Office	13	7	19
Secretariat, Commissioner on Interception of Communications and Surveillance	2	0	1
Security Bureau	7	12	12
Social Welfare Department	203	241	355
Trade and Industry Department	29	19	33
Transport and Housing Bureau	7	7	13
Transport Department	62	101	100
Treasury	29	32	40
University Grants Committee Secretariat	2	2	9
Water Supplies Department	265	220	299
Working Family and Student Financial Assistance Agency	52	75	107
Total	8 311	8 494	10 487

J. Reason of Wastage

Reason of Wastage	2019-20	2020-21	2021-22
Retirement	6 137	6 137	6 310
Resignation	1 571	1 863	3 734
Completion of Agreement	404	241	153
Death	130	136	112
Dismissal	14	13	35
Termination of Service	15	31	66
Other Reasons	40	73	77
Total	8 311	8 494	10 487

K. Age Group

Age Group	2019-20	2020-21	2021-22
Below 20	7	5	2
20 to below 30	709	687	1 024
30 to below 40	494	700	1 367
40 to below 50	266	377	985
50 to below 60	3 442	3 049	3 009
60 and above	3 393	3 676	4 100
Total	8 311	8 494	10 487

L. Length of Service

Length of Service	2019-20	2020-21	2021-22
Below 3 years	1 015	1 018	1 488
3 to below 5 years	174	268	665
5 to below 10 years	215	299	670
10 to below 20 years	152	286	697
20 to below 30 years	1 543	1 469	1 882
30 to below 40 years	4 656	4 492	4 107
40 years and above	556	662	978
Total	8 311	8 494	10 487

- End -

CONTROLLING OFFICER'S REPLY**CSB056****(Question Serial No. 2792)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): (-) Not SpecifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the short-term internship opportunities offered by the HKSAR Government to the young people, will the Government inform this Committee of the following:

1. the details of the internship opportunities offered to the young people in the past 3 years and to be offered in this year by government bureaux/departments and public organisations as tabulated below;

Details of the internship opportunities

Bureau/ department	Major job type	2020-21		2021-22		2022-23		2023-24 (Estimate)	
		No. of places	No. of applicants	No. of places	No. of applicants	No. of places	No. of applicants	No. of places	No. of applicants

2. the total amounts of expenditures and allowances for the internship opportunities offered by government bureaux/departments and public organisations in the past 3 years, as well as the estimated amounts for this year;
3. how the internship opportunities have been publicised among the young people, as well as the expenditures involved;
4. how to assess the effectiveness of the policy? Whether statistics have been compiled on the percentage of new recruits joining the Government in recent years who have enrolled in Government internship programmes?

Asked by: Hon LEUNG Yuk-wai, Kenneth (LegCo internal reference no.: 39)Reply:

1. The Government and public organisations provide short-term internship opportunities every year for young people to gain work experience and deeper understanding of the

Government. Recruiting bureaux/departments (B/Ds) set the duties of internship posts according to operational needs, which involve a wide diversity of work, such as various types of professional, administrative, managerial, support and disciplined services work. About 3 000 internship places were offered by bureaux/offices (including departments under their purview and related public organisations) in each of the past 3 years. The general distribution of the places is at Annex. As for the number of applicants for different internship programmes, the Civil Service Bureau (CSB) has not kept such information. In 2023-24, the Government plans to offer over 3 000 internship places in more than 80 B/Ds/offices and public organisations.

2. The total amount of expenditures and allowance involved in the Administrative Service Internship Programme (ASIP), the Internship Scheme for Students with Disabilities (ISSD) and the Internship Programme for Non-ethnic Chinese Students (IPNECS) implemented by CSB in the past 3 years and 2023-24 is set out below:

Year	Total amount of expenditures and allowance (\$ million)
2020-21	3.78
2021-22	4.11 ^{Note}
2022-23	3.16
2023-24 (Estimate)	4.38

(Note: Due to the pandemic, implementation of the internship programme involving students of the Shine Skills Centre in 2020-21 was postponed from the fourth quarter of 2020 to March 2021, disbursement of the allowance concerned was hence postponed to 2021-22.)

CSB has not kept information on the total amount of expenditures and allowance for internship programmes implemented by other B/Ds.

3. Currently, details and vacancies of internship programmes are published on the websites of the B/Ds concerned and CSB. They are also disseminated to students through relevant tertiary institutions. Publicity and promotion by these means do not incur additional costs.
4. To understand the work situation and learning experience of the student interns, the Secretary for the Civil Service and officers responsible for the programmes will meet the students participating in ASIP and IPNECS to listen to their views on these programmes. Moreover, feedback will be collected from the participating students / organisations of the above 2 internship programmes and ISSD through questionnaires. Regarding ASIP, of the 160-odd Administrative Officers recruited in the past 5 years, 27 had participated in the programme.

Internship places provided in 2020-21

Bureau/Office (including departments under its purview and related public organisations)	Internship places (approx.)
Chief Secretary for Administration's Office, Financial Secretary's Office and Department of Justice	240
Civil Service Bureau	125
Commerce and Economic Development Bureau	220
Constitutional and Mainland Affairs Bureau	5
Development Bureau	685
Education Bureau	55
Environment Bureau	60
Financial Services and the Treasury Bureau	760
Food and Health Bureau	155
Home Affairs Bureau	120
Innovation and Technology Bureau	565
Labour and Welfare Bureau	70
Security Bureau	185
Transport and Housing Bureau	355
Total	3 600

Internship places provided in 2021-22

Bureau/Office (including departments under its purview and related public organisations)	Internship places (approx.)
Chief Secretary for Administration's Office, Financial Secretary's Office and Department of Justice	235
Civil Service Bureau	135
Commerce and Economic Development Bureau	170
Constitutional and Mainland Affairs Bureau	15
Development Bureau	610
Education Bureau	75
Environment Bureau	80
Financial Services and the Treasury Bureau	725
Food and Health Bureau	130
Home Affairs Bureau	100
Innovation and Technology Bureau	495
Labour and Welfare Bureau	70
Security Bureau	320
Transport and Housing Bureau	250
Total	3 410

Internship places provided in 2022-23

Bureau/Office (including departments under its purview and related public organisations)	Internship places (approx.)
Chief Secretary for Administration's Office, Financial Secretary's Office and Department of Justice	220
Civil Service Bureau	110
Commerce and Economic Development Bureau	95
Constitutional and Mainland Affairs Bureau	45
Culture, Sports and Tourism Bureau	60
Development Bureau	485
Education Bureau	60
Environment and Ecology Bureau	200
Financial Services and the Treasury Bureau	625
Health Bureau	170
Home and Youth Affairs Bureau	20
Housing Bureau	40
Innovation, Technology and Industry Bureau	590
Labour and Welfare Bureau	70
Security Bureau	315
Transport and Logistics Bureau	175
Total	3 280

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CONTROLLING OFFICER'S REPLY

CSB057

(Question Serial No. 2423)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management, (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

1. Under Programme (2): Human Resource Management, it is mentioned that the Bureau “reviewed and updated the assessment content of the Basic Law Test for civil service recruitment, and introduced the Basic Law and National Security Law Test for assessment of all candidates’ knowledge on both the Basic Law and the National Security Law”. Please set out the ways and the budget for implementing the examination measures, the implementation of the measures, and the mechanism for assessing the effectiveness.
2. Under Programme (4): Civil Service Training and Development, it is mentioned that up to 2022, the number of trainees of “national studies” under “Classroom Training and Follow-up” in 2022 was 29 200 (19 800 trainee-days). Please set out the numbers and the total budget of the “national studies” programmes. Besides, the training for each trainee lasted less than 1 day on average, what was the average cost per person (calculated by dividing the total budget by the number of trainees) when the Bureau first developed the programmes? How can the Bureau ensure that the trainees will get a good grasp of the themes of the programmes?
3. Under Programme (4): Civil Service Training and Development, it is mentioned that the number of programmes for “understanding the constitutional order, national development and strategies” is 28 in 2023. Please set out the total budget for the programmes. Besides, the number of trainees is reduced to 20 000, which is smaller than 29 200 in 2022; what are the reasons?

Asked by: Hon LI Sai-wing, Stanley (LegCo internal reference no.: 33)

Reply:

For all civil service recruitment exercises commenced on or after 1 July 2022, attaining a pass result in the Basic Law and National Security Law Test (BLNST) is an entry requirement for all civil service jobs. Currently, the Civil Service Bureau (CSB) would conduct two rounds of the Common Recruitment Examination and BLNST annually for persons who are planning to apply for civil service posts at the degree or professional level. For candidates who have

not taken the relevant BLNST or have not attained a pass result in the relevant BLNST at the time of application, arrangements will be made for them to take the relevant BLNST during the recruitment process.

In 2022, CSB conducted nine sessions of BLNST (degree / professional grades). Around 45 000 persons attended the test and the passing rate was over 90%. This reflects that the BLNST can effectively encourage those who are interested in joining the civil service to proactively learn the Basic Law and the National Security Law. Pursuant to the newly introduced BLNST, CSB has earmarked around \$630,000 in the 2023-24 financial year for the enhancement and maintenance of the related system.

The Civil Service Bureau, through the Civil Service College (CSC) organises training programmes to enhance civil servants' understanding of the constitutional order of the HKSAR and the country's development and to reinforce their patriotic spirit. "National Studies Training" includes various types of training programmes that adopt different training modes.

In 2022, owing to the epidemic, all training programmes, thematic visits and staff exchange programmes on the Mainland had to be suspended. Although CSC could not arrange civil servants to attend training on the Mainland, CSC continued to provide national studies training to civil servants using different delivery modes. For example, CSC used on-line mode to deliver seminars and courses in Hong Kong, and enriched its e-learning resources for civil servants. The contents covered the Constitution, the Basic Law, the Hong Kong National Security Law, the country's foreign affairs, etc., so as to enhance civil servants' understanding of the country's policy and development. As a number of the above seminars and courses were conducted on-line, comparatively, there was in general an increase in the number of trainees but a decrease in the number of training hours.

In 2023, CSC will gradually resume arranging middle and senior-level civil servants to attend national studies training programmes, thematic visits and staff exchange programmes on the Mainland. Besides, CSC is arranging the second batch of senior civil servants to attend the two-year Master's Degree in Public Policy Programme held at Peking University, and continues to provide sponsorship for senior civil servants to attend the Executive Master of Public Administration Programme for the Project of Hong Kong Public Administrative Talents at Tsinghua University.

In addition, CSC will further strengthen national studies training for civil servants by enhancing the programme content and structure. The number of trainee-days will also increase significantly from 19 800 in 2022 to around 32 000 in 2023. CSC will make timely adjustment to the training facility, delivery mode, duration and number of training places as training resources and capability are enhanced. Accordingly, there will be adjustment in the estimated number of trainees. The revised estimate of national studies training in 2022-23 is \$10.5 million. For 2023-24, the estimated expenditure of "Understanding the Constitutional Order, National Development and Strategies" is \$27.3 million.

CSC collects participants' feedback on national studies programmes through evaluation questionnaires and learning reports, and conducts meetings with participants and keep regular liaison with the commissioned institutions to understand the learning effectiveness of the programmes.

- End -

CONTROLLING OFFICER'S REPLY

CSB058

(Question Serial No. 0797)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

According to paragraph 192 of the Budget Speech, the Government's target of zero growth in the civil service establishment will remain unchanged in 2023-24. In this regard, please advise on the following:

1. Please illustrate in a table, the respective additional numbers and percentage increases of construction and related engineering professionals employed by the relevant government departments (including the Planning Department, Housing Department, Buildings Department, Civil Engineering and Development Department, Drainage Services Department, Water Supplies Department, Electrical and Mechanical Services Department, Transport Department, Highways Department and Environmental Protection Department) in 2021/22 and 2022/23. Please also provide the numbers and percentages of those leaving the service for the same periods.
2. If the Government adopts a zero growth policy in the civil service establishment across the board, has it considered the impact on the relevant departments which are under urgent need to implement land and housing supply initiatives or take forward new railway projects? If yes, what are the details, and if no, what are the reasons?

Asked by: Hon LO Wai-kwok (LegCo internal reference no.: 39)

Reply:

1. There were 6 079 and 6 022 posts in the construction and relevant engineering professional grades in the departments referred to in the question in 2021-22 and 2022-23 respectively. Details are set out at **Annex A**.

The numbers of wastage and wastage rate in the construction and relevant engineering professional grades in the departments referred to in the question in 2021-22 are set out at **Annex B**. We are not yet able to provide the relevant figures for 2022-23 at this stage.

While the civil service establishment has been maintained at zero growth, this does not prevent departments from recruiting officers to fill vacancies arising from retirement, resignation, etc.

2. We will continue to strictly control the growth of the civil service establishment and maintain the target of zero growth in 2023-24. Bureaux/departments (B/Ds) would enhance effectiveness and efficiency through reprioritisation, internal redeployment and streamlining of work processes, so that various new policies and initiatives of the Government can be taken forward with the civil service establishment maintained at the present level. Besides, zero growth in the civil service establishment does not mean that there will be zero growth in the establishment of each and every B/Ds across-the-board. The establishment of individual B/Ds may still increase having regard to operational needs and with full justifications. Since such increase can be more than offset by the deletion of posts no longer required by other B/Ds for their operations, there will remain no net growth in the overall civil service establishment.

**Number of posts in the construction and
relevant engineering professional grades^{Note 1} in 2021-22 and 2022-23**

Department	Number of posts in relevant professional grades on 31 March 2022	Number of posts in relevant professional grades on 31 March 2023	Change in number of post	Percentage change
Planning Department	325	325	-	-
Housing Department	1202	1 202	-	-
Buildings Department	730	730	-	-
Civil Engineering and Development Department	792	791	-1	-0.1%
Drainage Services Department	390	390	-	-
Water Supplies Department	396	396	-	-
Electrical and Mechanical Services Department	595	606	+11	+1.8%
Transport Department	254	255	+1	+0.4%
Highways Department	679	676	-3	-0.4%
Environmental Protection Department ^{Note 2}	716	651	-65	-9.1%
Total	6 079	6 022	-57	-0.9%

Note 1: The relevant professional grades refer to Architect, Building Services Engineer, Building Surveyor, Electrical and Mechanical Engineer, Electrical Engineer, Electronics Engineer, Engineer, Estate Surveyor, Geotechnical Engineer, Land Surveyor, Landscape Architect, Maintenance Surveyor, Mechanical Engineer, Planning Officer, Quantity Surveyor, Shift Charge Engineer, Structural Engineer, Town Planner, Cartographer, Chemist, Environmental Protection Officer and Waterworks Chemist.

Note 2: There was a reduction of a total of 65 posts in the relevant professional grades in the Environmental Protection Department (EPD) in 2022-23, including 56

posts redeployed from EPD to the Environment Branch of the Environment and Ecology Bureau (Environment Branch) due to the re-organisation of the Environment Branch and EPD effective on 1 January 2023.

Wastage² and wastage rate³ in the construction and relevant engineering professional grades¹ in 2021-22

Department	Wastage	Wastage Rate
Planning Department	9	3.0%
Housing Department	79	6.9%
Buildings Department	26	3.6%
Civil Engineering and Development Department	36	4.8%
Drainage Services Department	19	5.1%
Water Supplies Department	27	7.1%
Electrical and Mechanical Services Department	20	3.9%
Transport Department	7	2.9%
Highways Department	36	5.6%
Environmental Protection Department	33	4.9%

Note 1: The relevant professional grades refer to Architect, Building Services Engineer, Building Surveyor, Electrical and Mechanical Engineer, Electrical Engineer, Electronics Engineer, Engineer, Estate Surveyor, Geotechnical Engineer, Land Surveyor, Landscape Architect, Maintenance Surveyor, Mechanical Engineer, Planning Officer, Quantity Surveyor, Shift Charge Engineer, Structural Engineer, Town Planner, Cartographer, Chemist, Environmental Protection Officer and Waterworks Chemist.

Note 2: Reasons of wastage include retirement, resignation, completion of agreement, death, dismissal, termination of service, completion of apprenticeship, resolution of agreement by mutual consent, etc.

Note 3: The percentage of strength of relevant grades at the beginning of the year concerned.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 0748)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the civil service establishment, will the Government inform this Committee of the following:

- a. the numbers of civil servants having left the service and the percentages they accounted for in the entire civil service in each of the past 5 years, broken down by reason for leaving the service, age distribution, department and seniority;
- b. of the above staff leaving the service, how many had left the service before the end of the probation period; how many had been in the service for 10 or more years but left before reaching normal retirement age and the percentage such staff accounted for in the number of civil servants leaving the service in the respective year, broken down by reason for leaving the service, age distribution and department;
- c. the estimated numbers of civil service vacancies in government departments in 2023-24, broken down by job type, post and pay level;
- d. whether the Government has reconsidered and evaluated the establishment and the job nature of the civil service to cater for the increasing workload, for example, the replacement of administrative staff with technology and engineering staff and the development of intelligent systems and advanced engineering systems to assist in highly repetitive tasks; if yes, the details, and the respective numbers of departments and staff involved; and if no, the reasons;
- e. whether the Government has considered replacing some of the civil service posts with non-civil service contract staff (NCSC) positions; whether increments will be provided to NCSC staff to make NCSC positions more attractive so as to recruit and retain NCSC staff with suitable talents, and whether the benefits and promotion arrangements for NCSC staff will be aligned with those of civil servants.

Asked by: Hon NGAN Man-yu (LegCo internal reference no.: 2)

Reply:

- a. In the past five years from 2017-18 to 2021-22, the numbers of wastage of civil servants were 8 616, 8 557, 8 311, 8 494 and 10 487 respectively. When compared with the civil service strength at the beginning of the year concerned, the wastage rates were 5.1%, 5.0%, 4.8%, 4.8% and 5.9% respectively. A breakdown of the statistics by reason of wastage, age group, bureau/department/office and length of service is set out at **Annex A**.
- b. The numbers of staff who left the service before the end of the probationary period in the past five years from 2017-18 to 2021-22 were 899, 1 013, 1 038, 1 087 and 1 589 respectively, accounting for 10.4%, 11.8%, 12.5%, 12.8% and 15.2% of staff wastage of the year concerned. A breakdown of the statistics by reason of wastage, age group and bureau/department/office is set out at **Annex B**.

As regards the numbers of staff who had been in the service for 10 or more years and left the service before reaching the normal retirement age in the past five years from 2017-18 to 2021-22, they were 331, 364, 381, 560 and 1 345 respectively, accounting for 3.8%, 4.3%, 4.6%, 6.6% and 12.8% of staff wastage of the year concerned. A breakdown of the statistics by reason of wastage, age group and bureau/department/office is set out at **Annex C**.

- c. As recruitment exercises are conducted by relevant departments/grades, and the recruitment result and wastage number are difficult to be estimated, the Civil Service Bureau does not keep information on the number of civil service vacancies in various departments/grades in 2023-24.
- d. Bureaux and departments (B/Ds) would enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that various new policies and initiatives of the Government can be taken forward with the civil service establishment maintaining at the present level. B/Ds would, having regard to the operational need, examine and flexibly deploy the manpower of various grades, including technical, professional and executive staff, etc. We also encourage civil servants to apply technology proactively with a view to delivering quality public services efficiently.
- e. The purposes of engaging civil servants and non-civil service contract (NCSC) staff are distinct. Under the NCSC Staff Scheme, Heads of B/Ds may employ NCSC staff to meet changing operational and service needs. They include those: (a) which may be time-limited, seasonal, or subject to market fluctuations; or (b) which require staff to work less than the conditioned hours of civil servants; or (c) which require tapping the latest expertise in a particular area from the labour market; or (d) where the mode of service delivery is under review or likely to be changed. B/Ds will make appropriate staffing deployment having regard to their operational and service needs.

Since the purposes of engaging civil service and NCSC staff and the circumstances of their employment are entirely different, direct comparison on the salary and terms and conditions of employment between them would not be appropriate. As regards the terms and conditions of NCSC staff, the Civil Service Bureau has been reminding B/Ds

to set a good example for employers by offering better conditions of service to NCSC staff, if possible, having regard to the principle of the proper use of public funds. B/Ds also conduct periodic reviews on the remuneration and terms of employment of NCSC staff. Many B/Ds are offering their NCSC staff with employment packages with terms and conditions of service better than the provisions in the Employment Ordinance (EO), such as providing more annual leave than that prescribed under the EO, offering end-of-contract gratuity, and providing their full-time ^(Note) NCSC staff 17 days of General Holidays with pay.

Note: “Full-time” employment means employment under a “continuous contract” as defined by the EO. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

**Statistics on Civil Servants Leaving the Service
from 2017-18 to 2021-22**

M. Reason of Wastage

Reason of Wastage	2017-18	2018-19	2019-20	2020-21	2021-22
Retirement	6 660	6 507	6 137	6 137	6 310
Resignation	1 333	1 443	1 571	1 863	3 734
Completion of Agreement	449	424	404	241	153
Death	124	130	130	136	112
Dismissal	14	14	14	13	35
Termination of Service	10	14	15	31	66
Other Reasons	26	25	40	73	77
Total	8 616	8 557	8 311	8 494	10 487

N. Age Group

Age Group	2017-18	2018-19	2019-20	2020-21	2021-22
Below 20	2	2	7	5	2
20 to below 30	580	676	709	687	1 024
30 to below 40	428	423	494	700	1 367
40 to below 50	278	281	266	377	985
50 to below 60	3 777	3 616	3 442	3 049	3 009
60 and above	3 551	3 559	3 393	3 676	4 100
Total	8 616	8 557	8 311	8 494	10 487

O. Bureau/Department/Office

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	102	115	98	97	120
Architectural Services Department	89	113	109	107	133
Audit Commission	6	13	9	16	18
Auxiliary Medical Service	5	5	4	5	7
Buildings Department	49	62	48	62	83
Census and Statistics Department	54	48	52	64	94
Chief Executive's Office	1	2	4	5	7
Chief Secretary for Administration's Office	20	23	27	36	29
Civil Aid Service	10	7	2	4	7
Civil Aviation Department	41	33	31	33	50
Civil Engineering and Development Department	88	78	69	95	138
Civil Service Bureau	37	45	49	39	55
Commerce and Economic Development Bureau	14	16	18	16	29
Companies Registry	17	13	11	13	23
Constitutional and Mainland Affairs Bureau	2	7	8	6	11
Correctional Services Department	335	400	311	290	283
Customs and Excise Department	279	234	224	224	314
Department of Health	276	329	312	389	549
Department of Justice	63	54	65	59	92
Development Bureau	12	17	17	21	33
Drainage Services Department	100	100	107	103	111
Education Bureau	215	236	224	269	389
Electrical and Mechanical Services Department	192	165	205	168	189
Environmental Protection Department	69	57	70	94	147
Environment Bureau	2	2	0	1	6

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Financial Services and the Treasury Bureau	56	9	9	11	12
Fire Services Department	407	436	440	455	502
Food and Environmental Hygiene Department	790	643	528	578	716
Food and Health Bureau	5	6	11	8	17
Government Flying Service	13	12	15	15	13
Government Laboratory	11	10	12	17	20
Government Logistics Department	42	44	41	44	52
Government Property Agency	13	10	11	12	16
Highways Department	98	121	127	118	171
Home Affairs Bureau	17	8	11	11	12
Home Affairs Department	101	90	96	92	145
Hong Kong Monetary Authority	2	3	0	1	2
Hong Kong Observatory	15	13	15	17	25
Hong Kong Police Force	1 786	1 714	1 802	1 537	1 486
Hongkong Post	293	286	304	311	322
Hospital Authority	192	185	164	142	138
Housing Department	432	429	427	520	629
Immigration Department	302	356	267	307	399
Information Services Department	26	9	10	16	23
Inland Revenue Department	138	153	147	160	233
Innovation and Technology Bureau	0	8	3	8	9
Innovation and Technology Commission	10	8	13	10	19
Intellectual Property Department	3	1	6	4	20
Invest Hong Kong	0	1	0	2	1
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	0	1	0	3	0
Judiciary	92	66	81	86	106
Labour and Welfare Bureau	6	4	0	9	9

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Labour Department	88	99	76	102	130
Land Registry	24	26	23	33	38
Lands Department	197	208	220	219	298
Legal Aid Department	28	36	26	27	38
Leisure and Cultural Services Department	459	439	430	427	601
Marine Department	83	74	67	73	100
Office of the Communications Authority	17	22	21	23	33
Office of the Government Chief Information Officer	15	24	27	34	40
Official Receiver's Office	17	13	11	12	21
Planning Department	30	42	48	48	48
Public Service Commission	1	4	2	1	4
Radio Television Hong Kong	32	38	25	32	64
Rating and Valuation Department	49	54	50	37	70
Registration and Electoral Office	11	6	13	7	19
Secretariat, Commissioner on Interception of Communications and Surveillance	0	2	2	0	1
Security Bureau	7	10	7	12	12
Social Welfare Department	214	205	203	241	355
Trade and Industry Department	21	20	29	19	33
Transport and Housing Bureau	6	8	7	7	13
Transport Department	68	81	62	101	100
Treasury	26	28	29	32	40
University Grants Committee Secretariat	3	4	2	2	9
Water Supplies Department	252	266	265	220	299
Working Family and Student Financial Assistance Agency	40	48	52	75	107
Total	8 616	8 557	8 311	8 494	10 487

P. Length of Service

Length of Service	2017-18	2018-19	2019-20	2020-21	2021-22
Below 3 years	863	986	1 015	1 018	1 488
3 to below 5 years	213	151	174	268	665
5 to below 10 years	273	167	215	299	670
10 to below 20 years	226	146	152	286	697
20 to below 30 years	1 771	1 815	1 543	1 469	1 882
30 to below 40 years	4 915	4 797	4 656	4 492	4 107
40 years and above	355	495	556	662	978
Total	8 616	8 557	8 311	8 494	10 487

**Statistics on Officers Leaving the Service
Before End of Probationary Period
from 2017-18 to 2021-22**

A. Reason of Wastage

Reason of Wastage	2017-18	2018-19	2019-20	2020-21	2021-22
Retirement	2	2	0	1	0
Resignation	864	975	988	989	1 443
Death	4	6	5	5	10
Dismissal	2	1	1	1	6
Termination of Service	10	14	14	31	65
Other Reasons	17	15	30	60	65
Total	899	1 013	1 038	1 087	1 589

B. Age Group

Age Group	2017-18	2018-19	2019-20	2020-21	2021-22
Below 20	2	2	7	5	2
20 to below 30	506	609	586	585	807
30 to below 40	215	231	252	303	458
40 to below 50	96	81	84	70	154
50 to below 60	46	46	49	43	60
60 and above	34	44	60	81	108
Total	899	1 013	1 038	1 087	1 589

C. Bureau/Department/Office

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	7	18	9	7	12
Architectural Services Department	4	13	7	17	26
Audit Commission	0	0	1	1	3
Auxiliary Medical Service	2	0	2	1	3
Buildings Department	3	3	6	8	11
Census and Statistics Department	4	1	3	2	14
Chief Executive's Office	0	0	0	1	1
Chief Secretary for Administration's Office	1	4	6	4	2
Civil Aid Service	1	2	0	0	0
Civil Aviation Department	7	8	11	10	15
Civil Engineering and Development Department	5	4	5	11	12
Civil Service Bureau	5	4	5	5	7
Commerce and Economic Development Bureau	3	2	1	1	0
Companies Registry	0	2	2	3	3
Constitutional and Mainland Affairs Bureau	0	1	1	1	1
Correctional Services Department	40	60	40	70	58
Customs and Excise Department	10	22	31	39	51
Department of Health	50	64	64	64	125
Department of Justice	12	10	9	11	18
Development Bureau	1	1	0	2	6
Drainage Services Department	5	4	6	8	17
Education Bureau	29	20	31	35	51
Electrical and Mechanical Services Department	7	3	11	15	20
Environmental Protection Department	3	3	6	14	27
Environment Bureau	0	0	0	1	1

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Financial Services and the Treasury Bureau	1	0	1	0	2
Fire Services Department	43	82	61	46	63
Food and Environmental Hygiene Department	66	69	62	104	133
Food and Health Bureau	0	0	3	2	0
Government Flying Service	2	3	2	1	3
Government Laboratory	1	3	2	1	3
Government Logistics Department	3	4	3	3	9
Government Property Agency	5	2	0	3	2
Highways Department	2	9	4	11	17
Home Affairs Bureau	3	0	4	6	2
Home Affairs Department	12	24	25	23	32
Hong Kong Observatory	1	0	3	4	6
Hong Kong Police Force	209	217	293	184	198
Hongkong Post	26	20	7	10	17
Housing Department	31	22	29	41	67
Immigration Department	38	71	20	40	65
Information Services Department	1	0	2	2	5
Inland Revenue Department	22	18	21	25	51
Innovation and Technology Bureau	0	3	1	2	3
Innovation and Technology Commission	2	1	3	1	4
Intellectual Property Department	0	0	0	2	3
Invest Hong Kong	0	0	0	1	0
Judiciary	8	5	9	15	14
Labour and Welfare Bureau	0	0	0	1	1
Labour Department	12	12	3	13	21
Land Registry	3	1	7	2	6
Lands Department	15	18	19	33	43
Legal Aid Department	4	4	5	7	8

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Leisure and Cultural Services Department	88	77	99	63	148
Marine Department	6	9	5	9	10
Office of the Communications Authority	3	6	0	1	3
Office of the Government Chief Information Officer	2	0	2	4	4
Official Receiver's Office	6	4	4	1	3
Planning Department	3	7	2	6	5
Public Service Commission	0	0	0	1	0
Radio Television Hong Kong	2	1	4	1	4
Rating and Valuation Department	5	6	8	5	11
Registration and Electoral Office	3	1	1	3	1
Secretariat, Commissioner on Interception of Communications and Surveillance	0	1	0	0	0
Security Bureau	0	1	3	2	1
Social Welfare Department	30	23	24	26	49
Trade and Industry Department	1	1	1	2	2
Transport and Housing Bureau	1	0	1	1	2
Transport Department	7	13	8	15	19
Treasury	4	4	3	6	6
University Grants Committee Secretariat	1	0	1	1	2
Water Supplies Department	16	18	21	16	42
Working Family and Student Financial Assistance Agency	12	4	5	10	15
Total	899	1 013	1 038	1 087	1 589

**Statistics on Officers Who Had Been in the Service for 10 or More Years
and Left the Service Before Reaching the Normal Retirement Age
from 2017-18 to 2021-22**

A. Reason of Wastage

Reason of Wastage¹	2017-18	2018-19	2019-20	2020-21	2021-22
Resignation	231	254	274	444	1 250
Death	87	97	97	104	77
Dismissal	8	9	6	6	16
Other Reasons	5	4	4	6	2
Total	331	364	381	560	1 345

B. Age Group

Age Group	2017-18	2018-19	2019-20	2020-21	2021-22
20 to below 30	1	1	2	1	0
30 to below 40	62	64	82	139	274
40 to below 50	103	129	123	213	599
50 to below 60	165	170	174	207	461
60 and above	0	0	0	0	11
Total	331	364	381	560	1 345

¹ The figures do not include (i) civil servants who are re-employed after retirement without a break in service; (ii) civil servants who have opted to transfer from the Old Pension Scheme to the New Pension Scheme and are retired before reaching the new retirement age; and (iii) civil servants who are on early retirement, compulsory retirement (including abolition of office) or invaliding.

C. Bureau/Department/Office

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Agriculture, Fisheries and Conservation Department	3	2	3	8	18
Architectural Services Department	3	5	5	3	15
Audit Commission	1	1	0	2	1
Auxiliary Medical Service	0	0	0	0	3
Buildings Department	0	1	4	8	14
Census and Statistics Department	0	3	0	6	9
Chief Executive's Office	0	0	1	0	0
Chief Secretary for Administration's Office	1	1	2	8	4
Civil Aid Service	0	0	0	0	2
Civil Aviation Department	5	5	2	2	11
Civil Engineering and Development Department	2	3	1	7	13
Civil Service Bureau	7	9	10	11	13
Commerce and Economic Development Bureau	1	3	1	2	14
Companies Registry	0	1	1	2	4
Constitutional and Mainland Affairs Bureau	0	3	0	2	4
Correctional Services Department	10	11	10	13	22
Customs and Excise Department	13	9	7	19	41
Department of Health	9	27	33	45	113
Department of Justice	5	7	7	9	15
Development Bureau	3	3	2	3	11
Drainage Services Department	3	2	2	4	13
Education Bureau	25	18	17	27	90
Electrical and Mechanical Services Department	5	5	8	8	18
Environmental Protection Department	2	3	4	12	24
Environment Bureau	0	0	0	0	1

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Financial Services and the Treasury Bureau	0	1	1	4	3
Fire Services Department	9	11	13	29	77
Food and Environmental Hygiene Department	11	15	12	18	51
Food and Health Bureau	1	1	1	3	7
Government Flying Service	3	0	1	0	0
Government Laboratory	0	0	1	2	2
Government Logistics Department	0	1	3	4	5
Government Property Agency	1	0	1	1	5
Highways Department	3	5	5	4	16
Home Affairs Bureau	3	1	1	1	3
Home Affairs Department	4	5	3	11	23
Hong Kong Observatory	2	1	0	0	4
Hong Kong Police Force	76	73	89	78	70
Hongkong Post	10	8	4	11	44
Hospital Authority	5	4	2	5	8
Housing Department	7	10	12	18	73
Immigration Department	9	12	8	13	57
Information Services Department	2	2	2	4	5
Inland Revenue Department	7	6	8	17	35
Innovation and Technology Bureau	0	1	0	1	3
Innovation and Technology Commission	1	1	2	2	4
Intellectual Property Department	1	0	0	1	9
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	0	0	0	1	0
Judiciary	5	1	2	2	14
Labour and Welfare Bureau	0	0	0	1	1
Labour Department	2	6	5	14	39
Land Registry	0	2	0	2	3

Bureau/Department/Office	2017-18	2018-19	2019-20	2020-21	2021-22
Lands Department	8	4	15	7	32
Legal Aid Department	3	3	3	2	5
Leisure and Cultural Services Department	12	14	21	28	72
Marine Department	2	3	1	5	11
Office of the Communications Authority	0	4	2	2	3
Office of the Government Chief Information Officer	0	2	3	5	7
Official Receiver's Office	3	0	0	1	4
Planning Department	2	2	4	4	7
Public Service Commission	0	0	0	0	1
Radio Television Hong Kong	4	3	4	2	9
Rating and Valuation Department	5	2	0	5	8
Registration and Electoral Office	0	0	1	0	8
Secretariat, Commissioner on Interception of Communications and Surveillance	0	0	1	0	1
Security Bureau	1	2	1	2	3
Social Welfare Department	15	17	15	29	94
Trade and Industry Department	1	2	2	2	4
Transport and Housing Bureau	1	1	1	1	2
Transport Department	5	5	3	6	9
Treasury	1	2	2	2	2
University Grants Committee Secretariat	1	2	0	0	3
Water Supplies Department	6	4	6	6	17
Working Family and Student Financial Assistance Agency	1	3	0	3	9
Total	331	364	381	560	1 345

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 0775)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management
(3) Translation and Interpretation Services and Use of Official Languages

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding measures to promote the wider use of Chinese in the civil service, will the Government inform this Committee of -

- a. the measures taken by the Government in the past 5 years to encourage bureaux/departments to progressively and systematically use Chinese more often in official business, having regard to their daily operation and service nature; and the effectiveness of such measures;
- b. for the past 5 years, the number of civil servants who could not communicate in Cantonese; the measures taken or training provided to enhance their proficiency in Cantonese; and the effectiveness of such measures and training and the expenditure involved; and
- c. for the past 5 years, the number of civil servants who could not communicate in Putonghua; the measures taken or training provided to enhance their proficiency in Putonghua; and the effectiveness of such measures and training and the expenditure involved?

Asked by: Hon NGAN Man-yu (LegCo internal reference no.: 29)

Reply:

- a. Government bureaux and departments use the appropriate language in conducting official business and communicating with the public, taking into account their operational needs and the language used by their service recipients. The Official Languages Division (OLD) of the Civil Service Bureau (CSB) provides a wide range of language support services to facilitate and encourage the wider use of Chinese by civil servants in discharging their official duties. In addition to providing Chinese draft-vetting and drafting services, OLD has compiled *Guidebooks on Official Chinese Writing*, which set out the writing principles and formats of common types of official documents (e.g. memoranda, official correspondence, circulars and notices, file minutes

and minutes of meetings) and expressions used in them, illustrated with examples, to serve as a guide to civil servants in drafting these documents. It has also compiled and updated the *Glossary of Terms Commonly Used in Government Departments* for reference by civil servants when drafting or translating official documents, and operates telephone hotlines to answer their enquiries on language usage. It also publishes *Word Power*, a quarterly publication on the Chinese and English languages and Chinese and Western cultures, and organises thematic talks and quizzes for civil servants to enhance their skills in official writing and their interest in learning. These measures have helped enhance the language proficiency of civil servants and boost their confidence and competence in using Chinese in official business.

- b. It is the Government's policy to maintain a fully biliterate (Chinese and English) and trilingual (Cantonese, Putonghua and English) civil service to ensure effective communication with the public in discharging their official duties. Heads of Department/Grade would, having regard to the job requirements of the grades under their purview, specify appropriate language proficiency requirements as part of the entry requirements of the grades concerned. As most civil servants are conversant in Cantonese and can meet their job requirements, no Cantonese training courses were organised in the past 5 years.
- c. The Civil Service College (CSC) under CSB has made on-going efforts to promote Putonghua training for civil servants to enhance their ability in using Putonghua. Taking into account the different needs of civil servants, CSC provides them with training pitched at different levels, including courses at higher and advanced levels, as well as those on enhancing customer service and telephone skills etc. Contents on social development in the Mainland have also been incorporated into the training, such as new discussion topics related to urban living in the Mainland cities, as well as commonly-used expressions. CSC also organises thematic seminars on Putonghua, covering comparison between Cantonese and Putonghua usage, presentation skills, ways to improve Putonghua proficiency and its application at work. In addition, CSC provides civil servants with a variety of e-learning resources, including intonation and pronunciation, popular expressions, conversational Putonghua and use of Putonghua for conducting exchange in official settings etc.

In the past 5 years (from 2018 to 2022), CSC organised over 400 Putonghua training courses and seminars for over 10 000 participants. CSC would collect participants' feedback on the programmes by means of evaluation questionnaires, and would keep in view the learning effectiveness through class observation and exchange with participants and trainers. The feedback of participants on the Putonghua programmes has been very positive. They generally considered the training useful to their work, and 95% of the participants have rated the programmes as "Outstanding" or "Very effective". The expenditure on Putonghua training in the past 5 years was about \$8.3 million. In addition to the training offered by CSC, individual department/grade also provides Putonghua training for their staff to meet operational needs.

On support services, OLD provides coaching and Pinyin services for civil servants who need to speak publicly in Putonghua, and runs telephone hotlines to answer enquiries on Putonghua usage from civil servants. As these services are undertaken with in-house resources, it is impracticable to work out the expenditure involved. In addition, OLD organises an annual Putonghua quiz for civil servants to tie in with the National Putonghua Promotion Week campaign, with a view to arousing their interest in learning Putonghua. The total expenditure on the quiz in the past 5 years was about \$45,000.

- End -

CONTROLLING OFFICER'S REPLY**CSB061****(Question Serial No. 0781)**Head: (143) Government Secretariat: Civil Service BureauSubhead (No. & title): (-) Not SpecifiedProgramme: (2) Human Resource ManagementControlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding human resource management of the civil service, will the Government inform this Committee of the following:

a. Please list in table form the numbers of resignation of civil servants in the past 3 years:

	Below 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65
Master Pay Scale (MPS) Points 45 to 49 (or equivalent)										
MPS Points 34 to 44 (or equivalent)										
MPS Points 28 to 33 (or equivalent)										
MPS Points 14 to 27 (or equivalent)										
Below MPS Point 14 (or equivalent)										

- b. Please list in table form the numbers of transfer (transfer to other grades) of civil servants in the past 3 years:

	Below 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65
Master Pay Scale (MPS) Points 45 to 49 (or equivalent)										
MPS Points 34 to 44 (or equivalent)										
MPS Points 28 to 33 (or equivalent)										
MPS Points 14 to 27 (or equivalent)										
Below MPS Point 14 (or equivalent)										

- c. Please list in table form the numbers of demotion of civil servants in the past 3 years:

	Below 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65
Master Pay Scale (MPS) Points 45 to 49 (or equivalent)										
MPS Points 34 to 44 (or equivalent)										
MPS Points 28 to 33 (or equivalent)										
MPS Points 14 to 27 (or equivalent)										

Below MPS Point 14 (or equivalent)										
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Asked by: Hon NGAN Man-yu (LegCo internal reference no.: 36)

Reply:

- a.&b. A breakdown of the numbers of resignation and in-service appointments of civil servants in the past three years by age group is set out at **Annex**. The Civil Service Bureau does not collect the relevant numbers by the pay points as set out in the question.
- c. Punishments which may be inflicted under the civil service disciplinary mechanism include removal from service (i.e. dismissal or compulsory retirement) and reduction in rank. Should the disciplinary case be a serious one, removal from service is a more common form of punishment. Reduction in rank is less severe than removal punishment, and is imposed only in a very small number of appropriate cases. In the past three years from 2019-20 to 2021-22, only one officer has been punished by reduction in rank, whereas a total of 103 civil servants have been punished by removal during the same period.

**Number of resignation of civil servants
in the past three years by age group**

Age Group	2019-20	2020-21	2021-22
Below 20	7	5	2
20 to below 25	241	161	178
25 to below 30	458	503	800
30 to below 35	280	385	675
35 to below 40	189	289	624
40 to below 45	108	197	530
45 to below 50	83	115	369
50 to below 55	84	95	261
55 to below 60	84	82	224
60 to below 65	36	31	70
65 and above	1	0	1
Total	1 571	1 863	3 734

**Number of in-service appointments of civil servants
in the past three years by age group**

Age Group	2019-20	2020-21	2021-22
Below 20	0	0	0
20 to below 25	160	76	68
25 to below 30	760	682	687
30 to below 35	575	620	617
35 to below 40	389	456	354
40 to below 45	327	304	225
45 to below 50	296	172	122
50 to below 55	166	140	81
55 to below 60	110	111	42
60 to below 65	26	26	19
Total	2 809	2 587	2 215

- End -

CONTROLLING OFFICER'S REPLY

CSB062

(Question Serial No. 1570)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the civil service establishment, will the Government inform this Committee of the following:

1. the numbers of disciplined service officers having left the service and the percentages they accounted for in the entire disciplined service in each of the past 3 years, broken down by reason of wastage, age distribution, department and length of service;
2. A special scheme for extending the service of police officers was launched for all serving Pre-2000 police officers at non-directorate level to apply for extending their service beyond the retirement age (i.e. 55) up to the age of 60. In view of the above, would the Government give expeditious consideration to extending the arrangement to other disciplined services, and commence relevant discussions and studies with them? If yes, what are the details? If no, what are the reasons?

Asked by: Hon QUAT Elizabeth (LegCo internal reference no.: 33)

Reply:

1. According to the information of the disciplined services departments (DSDs), the numbers of wastage of disciplined services staff in the past three years from 2019-20 to 2021-22 were 2 511, 2 253 and 2 119 respectively. A breakdown of the statistics by reason of wastage, age group, department and length of service is set out at **Annex**.
2. To meet the operational needs and long-term manpower challenges, the Hong Kong Police Force (HKPF) launched a scheme on 1 April 2021 for all serving police officers at non-directorate level who joined the Government before 1 June 2000 to apply for extending their service beyond the retirement age (i.e. 55) up to the age of 60.

As regards the other DSDs, their situation is not exactly the same as that of HKPF. After thorough consideration, the management of the DSDs concerned concluded that introducing a similar scheme is not the best way out to meet the actual operational needs of the DSDs. On the contrary, it may cause complicated management and implementation issues, which will not be conducive to the healthy development of the

DSDs in the long run. Specifically, the manpower situation of the DSDs varies from one another, with different vacancy situation and circumstances in respect of promotion or recruitment. If a similar scheme is implemented, it will inevitably affect the promotion prospect of serving officers, departmental quarters benefits as well as manpower planning and personnel turnover, etc. The DSDs' intake of new blood will also be hindered. In addition, having regard to factors such as the number of retirees and manpower situation of the DSDs in the future, the number of quotas available to staff reaching the retirement age will be very small even if a similar scheme is implemented.

Therefore, the management of the DSDs concerned decided that it is not appropriate to implement the scheme in question at this stage. Taking into account their respective requirements and the overall benefits, they will continue to flexibly deploy the existing measures for extending the service of civil servants (including the Post-retirement Service Contract Scheme, final extension of service and the adjusted further employment mechanism) when necessary to meet their genuine operational and manpower needs.

The Civil Service Bureau will continue to render necessary assistance to departments, including DSDs, in making effective use of the various measures for extending the service of civil servants with a view to meeting the manpower demand and operational needs.

Statistics on Disciplined Services Staff Leaving the Service
2019-20 to 2021-22

A. Reason of Wastage

Reason of Wastage	2019-20	2020-21	2021-22
Retirement	1 688	1 426	1 164
Resignation	575	490	697
Death	30	29	23
Dismissal	8	7	16
Termination of Service ^{Note 1}	4	10	17
Other Reasons ^{Note 2}	206	291	202

Note 1: Termination of service refers to termination of appointment during probationary period.

Note 2: Other reasons include transfer, retirement on invaliding and compulsory retirement, etc.

B. Age Group

Age Group	2019-20	2020-21	2021-22
Below 20	300	172	164
20 to below 30	203	245	252
30 to below 40	235	299	352
40 to below 50	67	85	160
50 to below 60	1 706	1 452	1 191

C. Department

Department	Wastage Figures (Wastage Rate ^{Note 3})		
	2019-20	2020-21	2021-22
Correctional Services Department	311 (5.5%)	345 (6.1%)	242 (4.3%)
Customs and Excise Department	206 (3.5%)	214 (3.6%)	238 (3.9%)
Fire Services Department	437 (4.4%)	458 (4.6%)	492 (4.8%)
Hong Kong Police Force	1 313 (4.5%)	975 (3.4%)	806 (2.9%)
Immigration Department	228 (3.2%)	248 (3.5%)	332 (4.7%)
Government Flying Service	16 (8.2%)	13 (6.0%)	9 (3.9%)

Note 3: Wastage rates = Wastage Figure / Department's Actual Number of Staff as at 1 April of the year.

D. Length of Service

Department	Length of Service	2019-20	2020-21	2021-22
Correctional Services Department	10 years or below	93	168	79
	11 – 20 years	9	12	11
	21 – 30 years	86	77	84
	Above 30 years	123	88	68
Customs and Excise Department ^{Note 4}	10 years or below	206	214	238
	11 – 20 years			
	21 – 30 years			
	Above 30 years			

Department	Length of Service	2019-20	2020-21	2021-22
Fire Services Department Note 4	10 years or below	437	458	492
	11 – 20 years			
	21 – 30 years			
	Above 30 years			
Hong Kong Police Force	10 years or below	393	256	271
	11 – 20 years	56	34	51
	21 – 30 years	155	132	120
	Above 30 years	709	553	364
Immigration Department	10 years or below	40	56	91
	11 – 20 years	7	8	41
	21 – 30 years	7	6	18
	Above 30 years	174	178	182
Government Flying Service	10 years or below	3	4	3
	11 – 20 years	0	0	0
	21 – 30 years	12	6	4
	Above 30 years	1	3	2

Note 4: Customs and Excise Department and Fire Services Department do not maintain breakdowns of staff by length of service.

- End -

CONTROLLING OFFICER'S REPLY

CSB063

(Question Serial No. 3020)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (000) Operational expenses

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service Bureau mentioned in the Matters Requiring Special Attention in 2023-24 that it will “continue to keep the size of the civil service establishment under control, while maintaining effectiveness to support the Government in taking forward initiatives and ensuring steady development of the civil service”. In this connection, will the Government inform this Committee of the following:

1. What is the expected wastage rate of the civil service this year, and the number of retirees out of the staff wastage?
2. The Financial Secretary mentioned in this year's Budget Speech that the civil service establishment recorded zero growth in this financial year, and effectiveness and efficiency were enhanced through prioritisation, internal redeployment and streamlining of work processes. As such, how can the Government ensure that sufficient manpower will be available in this financial year to meet the additional human resource requirements arising from the huge workload following recovery from the epidemic? Has allocation of sufficient resources been duly considered in the relevant financial estimate? And given the large number of vacancies existing in the civil service establishment, how will the Government address the issue in a timely manner?
3. Strengthening induction training is an important step to grooming the civil service as a learning and professional team. Now that the Civil Service College (CSC) has started organising training programmes for civil servants, has any specific programmes been organised on enhancing the Government's governance efficacy and the work efficiency of the civil service?
4. Reportedly, the CSC will gradually resume its national studies programme held at Mainland institutions, including programmes co-organised with Peking University and eight other Mainland institutions such as Tsinghua University and the National Academy of Governance, and arrange for middle and senior-level civil servants to attend training on the Mainland as they advance in their career. The programmes will provide opportunities for civil servants to deepen their understanding of the country's system, the relationship between the Central Authorities and the HKSAR, and the country's development. Will the Government consider extending the programme to cover the

entire civil service so that all civil servants will develop the governance foundation of being patriotic and in turn become possible talents in governance with a national vision?

Asked by: Hon SHANG Hailong (LegCo internal reference no.: 1)

Reply:

Retirement remains the main reason for the wastage of civil servants. The estimated number of officers reaching normal retirement age in 2023-24 is around 5 600, representing a wastage rate (arising from retirement) of about 3.2% of the civil service strength as at end November 2022.

Departments would enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that various new policies and initiatives of the Government can be taken forward with the civil service establishment maintained at the present level.

Civil service vacancies arise for various reasons, such as retirement, resignation, creation of new posts, and time is needed for the conduct of recruitment exercises such that the vacancies could not be filled immediately, etc. The Civil Service Bureau (CSB) has promulgated guidelines to remind departments to take early actions to formulate manpower plans, launch recruitment exercises to fill vacancies in a timely manner, and enhance promotion of the works and recruitment arrangements of individual grades, so as to attract more individuals with aspiration to serve the community to join the civil service. Departmental Secretaries of bureaux/departments (B/Ds) also hold seminars from time to time to share and explore more effective ways to conduct recruitment exercises. The CSB will continue to keep in view the recruitment situation, including maintaining close communications with stakeholders like universities to keep abreast of the market situation, and to explore various measures to assist departments to conduct recruitment exercises more effectively and efficiently. B/Ds will, taking into account their operational requirements, review and deploy human resources flexibly, including the use of various measures for extending the service of civil servants (such as the Post-retirement Service Contract Scheme, final extension of service and the adjusted further employment mechanism) to retain experienced civil servants reaching their retirement age with a view to meeting the manpower demand.

To tie in with the initiative to enhance civil service training as set out in the Policy Address, the Civil Service College (CSC) will undergo a process of re-organisation in 2023-24 to enhance its capabilities. Starting from 2023, the training programmes taken forward by CSC will focus on five core areas including (i) enhancing governance and leadership capabilities; (ii) understanding the constitutional order, and national development and strategies; (iii) building a people-oriented service culture; (iv) strengthening professional competence; and (v) promoting a culture of continuous learning.

Since its establishment, CSC has strengthened training for civil servants at different levels, including the induction training for new recruits, to enable them to gain a deeper understanding of the “One Country, Two Systems” and national affairs, enhance the global outlook of senior officers and encourage potential civil servants to better understand public administration. The various modes of training include local seminars, Mainland training programmes, thematic visits, staff exchange programmes, thematic workshops, visits and inviting experts and academics to conduct case analysis and share experience for the relevant programmes, etc.

The Government accords the highest priority to enhancing civil servants' understanding of the constitutional order of the HKSAR and the country's development and to reinforce their patriotic spirit. As for national studies training, CSC has established a systematic training framework and designated training programmes for mandatory attendance by officers of different levels. The induction training for new recruits was updated in July 2022. All new recruits are required to complete within their probationary period a foundation training programme. Non-completion will render the officers concerned not being able to be confirmed to the permanent establishment. The programme contents cover understanding "One Country, Two Systems", the Constitution, the Basic Law, the Hong Kong National Security Law, as well as the country's system and major policies. Officers of degree or professional grades are also required to take part in advanced training upon confirmation to the permanent establishment, so as to deepen their understanding of the constitutional order of the HKSAR, and enhance their awareness in safeguarding national security. Non-completion will adversely affect the promotion prospects of the officers concerned.

CSC arranges civil servants to attend national studies training at different stages of their career. In view of the resumption of normalcy, CSC will also gradually resume arranging civil servants to attend training programmes, thematic visits and staff exchange programmes on the Mainland, including the programmes jointly organised by CSC and nine Mainland institutions (including the National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University). CSC also makes arrangement for senior civil servants to attend the Master's Degree programmes in Public Policy organised by Mainland institutions, including the Master's Degree in Public Policy Programme run by Peking University and the Executive Master of Public Administration Programme for the Project of Hong Kong Public Administrative Talents at Tsinghua University.

The HKSAR and the Mainland jointly organise the Civil Service Staff Exchange Programme and will first launch the exchange programme with the Mainland municipalities in the Greater Bay Area (GBA). The initial target is to extend the staff exchange period from 4 weeks in the past to 3 months, so that civil servants will have the opportunities to stay longer on the Mainland to experience more deeply the development of the GBA.

Training provision of the Government, regardless of which subject area, should be appropriately allocated based on training needs of officers at different ranks, so as to ensure the prudent use of public money. While the Government provides training for civil servants, it cannot fully replace civil servants' own responsibility, as public officers of the country, to take the initiative in enhancing their understanding of national affairs. CSC will make timely adjustment to the number of training places as training resources and capability are enhanced. In addition, individual bureaux and departments have also arranged relevant national studies training for their staff according to their operational needs.

- End -

CONTROLLING OFFICER'S REPLY

CSB064

(Question Serial No. 3021)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (000) Operational expenses

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Government launched the Pilot Scheme on Civil Service Chinese Medicine Clinics (the Pilot Scheme) in March 2020, setting up Civil Service Chinese Medicine Clinics (CSCMCs) at the Chinese Medicine Clinic cum Training and Research Centre in Pamela Youde Nethersole Eastern Hospital and Yan Chai Hospital to provide free general consultation and acupuncture services for civil service eligible persons. In this connection, please provide the following data:

1. the attendance and expenditure of each CSCMC in the past financial year;
2. the utilisation rates of general consultation and acupuncture services and average waiting times for follow-up consultations. Will the Government consider introducing innovation elements to give civil servants the flexibility to use mobile application in making follow-up appointments, and exploring the creative use of iAM Smart by civil servants to check the time slots available and make appointments so as to further minimise their difficulties in booking?
3. the grades, establishment and actual number of staff (including those employed on civil service terms and contract terms) involved in the provision of Chinese medicine (CM) services for civil servants. Besides, will the Government enhance the procurement policies and procedures of CM products and services, and give priority to adopting the research and development results of local CM enterprises? If yes, what are the details? If not, what are the reasons?
4. besides, the Civil Service Bureau published a review report on the Pilot Scheme in the fourth quarter of 2021, setting out a number of enhancement measures and medium-to long-term goals. What is the latest progress of the enhancement measures?

Asked by: Hon SHANG Hailong (LegCo internal reference no.: 2)

Reply:

1. The number of attendances for CSCMC (Tsuen Wan) and CSCMC (Eastern) amounted to around 28 800 and 30 100 respectively in financial year 2021-22.

During the aforesaid financial year, we provide a full-year recurrent provision of about \$17.20 million to the Hospital Authority (HA) via the Health Bureau (HHB) for operating the CSCMCs.

2. The average utilisation rate of the two CSCMCs has been over 95% since its service launch. On the basis of the recommendation of the attending Chinese Medicine Practitioners, CSCMCs would arrange follow-up appointments for patients within 30 days from the date of consultation. We have not maintained information on the average waiting time for follow-up appointments.

To provide a more convenient way for civil service eligible persons (CSEPs) to book the services of CSCMCs, we launched a dedicated page for CSCMCs under the “18 CM Clinics” mobile application of the HA on 21 December 2022 to facilitate CSEPs to book appointment through mobile application. The Government and the Hospital Authority will consider different suggestions to make good use of technology to improve the efficiency and user experience of appointment services.

3. The CM services for CSEPs are provided by the CSCMCs run by non-governmental organisation service providers, and the staff working at the clinics are employed by the respective service providers. We have not maintained the requested information.

The Chinese medicine drug products used by the Chinese Medicine Clinics cum Training and Research Centres operated under a tripartite model has all along been procured from the market through an open and transparent tendering and procurement mechanism adopted by the HA. These products must comply with Hong Kong’s prevailing statutory requirements on Chinese medicine drugs, meet the standards of Good Manufacturing Practice (GMP) for production of pharmaceutical products, and fulfill the established quality and safety requirements.

4. The Pilot Scheme has been well-received by CSEPs since service launch, with an average utilisation rate over 95% in general. In October 2021, we completed the review of the Pilot Scheme and regularised the services. Regarding service capacity, we have increased the service quotas of the two CSCMCs since July 2022. The third CSCMC in Fanling, North District also commenced services in March 2023. As a result, the annual service quotas of CM services for CSEPs has been increased from around 63 000 initially to around 100 000 at present, representing an increase of over 50%. We will continue to strive for further enhancement of the service capacity, including the setting up of more CSCMCs. Besides, we introduced a mobile application in December 2022 to provide a more convenient way for CSEPs to book the services of CSCMCs. Regarding the scope of services, with a view to offering a wider range of CM services, we see the introduction of bone-setting/tui-na services as our medium/long-term goal. We shall also start a discussion with the HHB on the provision of CM services for CSEPs at the Chinese Medicine Hospital in future. We will continue to strengthen CM services on all fronts to provide more comprehensive CM services to serving civil servants, retirees and other eligible persons.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1579)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (4) Civil Service Training and Development

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service College (CSC) was established in December 2021 and a series of actions have been taken since then to enhance training for civil servants. In 2023-24, the CSC will undergo a process of re-organisation to build its capacity for training civil servants' leadership capabilities. In this regard, will the Government:

1. provide a breakdown, by (i) bureau/department/office and (ii) rank, of the estimated and actual expenditures on training programmes relating to national security and national studies organised for civil servants in the past 3 years?
2. advise on the (i) types/themes, (ii) delivery modes, (iii) contact hours and (iv) number of participants of the training programmes organised for civil servants in view of the impact of the epidemic on the CSC since its establishment?
3. provide a breakdown, by (i) online and (ii) face-to-face training, of the feedback on the contents and delivery modes as well as overall comments from civil servants who have participated in national security and national studies training programmes?
4. advise on the delivery modes and detailed contents of the training programmes planned for civil servants and the expenditures involved in 2023-24 following resumption of quarantine-free travel with the Mainland and the world?
5. advise whether there is any specific plan or proposal to further enhance training for the civil service, particularly to enhance their understanding of the constitutional order of the HKSAR and the country's development and strategies and reinforce the patriotic spirit and the people-oriented service culture of civil servants, including their ability to put these areas into practice. If yes, what are the details? If no, what are the reasons?
6. advise whether there is any plan to improve or establish a comprehensive assessment system for the civil service? Any plan to require all civil servants to have attended certain hours of training relating to the country's development and building a people-oriented service culture so as to ensure enhancement of their overall understanding and standard of service? If yes, what are the details? If no, what are the reasons?

Asked by: Hon SO Cheung-wing (LegCo internal reference no.: 2)

Reply:

Since the establishment of the Civil Service College (CSC), CSC has strengthened training for civil servants at different levels, including the induction training for new recruits, to enable them to gain a deeper understanding of the “One Country, Two Systems” and national affairs, enhance the global outlook of senior officers and encourage potential civil servants to better understand public administration. The various modes of training include local seminars, Mainland programmes, thematic visits, staff exchange programmes, thematic workshops, site visits as well as inviting experts and academics to conduct case analysis and experience sharing in relevant programmes, etc. In the past three years, owing to the epidemic, some of the programmes and seminars had to be switched to the on-line delivery mode. In 2022, the number of civil servants participating in various training programmes organised by CSC was 82 900.

To tie in with the initiative to enhance civil service training as set out in the Policy Address, CSC will undergo a process of re-organisation in 2023-24 to enhance its capabilities. Starting from 2023, the training programmes taken forward by CSC will focus on five core areas including (i) enhancing governance and leadership capabilities; (ii) understanding the constitutional order, and national development and strategies; (iii) building a people-oriented service culture; (iv) strengthening professional competence; and (v) promoting a culture of continuous learning. The estimated expenditure on various training programmes in 2023-24 is \$67.8 million.

CSC accords the highest priority to enhancing civil servants’ understanding of the constitutional order of the HKSAR and the country’s development and to reinforce their patriotic spirit. CSC has established a systematic training framework and designated training programmes for mandatory attendance by officers of different levels. The induction training for new recruits was updated in July 2022. All new recruits are required to complete within their probationary period a foundation training programme. The contents cover understanding “One Country, Two Systems”, the Constitution, the Basic Law, the Hong Kong National Security Law, as well as the country’s system and major policies. Non-completion will render the officers concerned not being able to be confirmed to the permanent establishment. Officers of degree or professional grades are also required to take part in advanced training upon confirmation to the permanent establishment, so as to deepen their understanding of the constitutional order of the HKSAR, and enhance their awareness in safeguarding national security. Non-completion will adversely affect the promotion prospects of the officers concerned.

CSC arranges civil servants to attend national studies training at different stages of their career, including training programmes held locally and on the Mainland. For programmes held on the Mainland, CSC collaborates with nine Mainland institutions (including the National Academy of Governance, China Foreign Affairs University, Peking University, Tsinghua University, Zhejiang University, Nanjing University, Wuhan University, Jinan University and Sun Yat-sen University) to organise programmes for officers at middle, senior and directorate levels. CSC also arranges for middle and senior-level civil servants to participate in thematic visits and staff exchange programme on the Mainland. In the past three years, owing to the pandemic, all training programmes on the Mainland had to be suspended. In view of the resumption of normalcy, CSC will gradually resume arranging the relevant programmes.

The expenditure on national studies training programmes (including Basic Law training) in the past 3 years and the estimated expenditure in 2023-24 (which mainly covers speaker fees for local programmes, tuition fees for the Mainland programmes, expenses for participants' travelling between Hong Kong and the Mainland and their accommodation, study grants etc.) are as follows:

2020-21 Actual Expenditure	2021-22 Actual Expenditure	2022-23 Revised Estimate	2023-24 Estimated Expenditure
\$1.1 million	\$2.6 million	\$10.5 million	\$27.3 million

The feedback from participants of national studies programmes have been positive. They generally consider that the programmes have enhanced their understanding on the development of our country. Most of the participants have rated the programmes as “Outstanding” or “Very effective”.

The dedicated programmes on “Building a people-oriented service culture” cover public service ethos and its application, service skills and team collaboration. The training programmes aim to cultivate the team spirit and foster a “One Government” culture in the civil service. Public service ethos is also an integral part of other training programmes, such as the induction training programme for new recruits and leadership training for middle and senior-level civil servants. In addition to the training provided by CSC, bureaux and departments also offer training on related topics for their staff to enhance their quality of service.

CSC attaches great importance to training effectiveness and adopts suitable assessment methods for different training courses according to their objectives and content. CSC collects feedback and consolidates learning experiences from the trainees through questionnaires and learning reports. Tutors/ officers also observe the trainees' in-class performance in thematic study and project presentation in order to examine their level of understanding. CSC also evaluates the effectiveness of training programmes by meeting the trainees and maintaining communication with the collaborating institutions or consultants.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1631)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Under the Matters Requiring Special Attention in 2023–24, the Civil Service Bureau mentioned that it would “continue to monitor the implementation of various flexible measures for extending the service of civil servants, including the Post-retirement Service Contract Scheme, the adjusted further employment mechanism, and the revised arrangements for final extension of service”. Will the Government inform this Committee of the following:

1. The estimated total numbers of civil service retirees under the New Pension Scheme and the Old Pension Scheme respectively and the total expenditures involved; and the numbers of civil service retirees in each bureau/department/office and the wastage rates in the coming 5 years;
2. Provide figures relating to the flexible measures for extending the service of civil servants broken down by (i) bureau/department/office; (ii) work type and (iii) rank in the past 3 years:
 - (a) the numbers of staff employed under the Post-retirement Service Contract Scheme, their contract period or time limit, and the percentage they accounted for in the respective departments;
 - (b) the numbers of applicants for final extension of service for 120 days, the application results and the percentage they accounted for in the respective departments;
 - (c) the numbers of applicants under the mechanism for further employment beyond retirement age, the application results and the percentage they accounted for in the respective departments; and
3. Are there any policies or measures to further adjust various flexible measures for extending the service of civil servants so as to provide greater flexibility for retaining experienced serving civil servants who are reaching retirement age to address specific operational and succession needs while leaving the promotion prospect of other civil servants unaffected? If yes, what are the details? If no, what are the reasons?

Asked by: Hon SO Cheung-wing (LegCo internal reference no.: 1)

Reply:

1. Based on the information available to the Civil Service Bureau (CSB), it is estimated that the annual average number of civil servants who will reach normal retirement age will be around 5 300 for the five-year period from 2022-23 to 2026-27, and out of them, about 4 600 and 20 are under the New Pension Scheme and the Old Pension Scheme respectively. The remaining civil servants are under other terms of appointment. Taking into account the provision for the pension payments to all public and judicial service pensioners, the 2022-23 (Revised Estimate) and 2023-24 (Estimate) are \$44,744.9 million and \$47,169.0 million respectively. The number of retirees, wastage rate and related expenses hinge on a number of factors. Hence, we cannot provide the relevant information for the coming few years.
2. The breakdown of the number of full-time^(Note) post-retirement service contract (PRSC) staff by bureaux/departments (B/Ds) and work types in the past three years (from 2020 to 2022, as at 30 June) is set out at **Annex A**. All positions under the PRSC Scheme could only be at non-directorate equivalent level, and the contract duration would not exceed three years at maximum. Contracts with duration of one year or less account for about 90% of the total number of PRSC staff contracts in the past three years. As PRSC staff do not occupy civil service posts on the establishment, they are not counted towards the establishment or strength of B/Ds in which they are employed. Hence, it is not appropriate to compare the figures of PRSC staff with the establishment or strength of individual B/Ds.

The revised arrangements for processing applications for final extension of service have taken effect since February 2016. As at end February 2023, 17 848 applications were received by B/Ds, involving around 630 civil service ranks. Among them, 17 340 applications (97%) had been processed. Out of the processed applications, 14 270 applications were approved (approval rate of 82%). A breakdown of the number by B/Ds is set out at **Annex B**.

As regards further employment (FE) beyond retirement age, the adjusted mechanism was implemented in June 2017. So far, 110 FE selection exercises have been completed since 2020-21, involving 5 168 applications. Among them, 4 851 applications were approved. A breakdown of the number by B/Ds and ranks is set out at **Annex C**.

3. CSB launched the PRSC Scheme in November 2015 to enable B/Ds to flexibly engage retired/retiring civil servants to undertake ad hoc, time-limited, seasonal or part-time tasks that require specific civil service expertise/experience. PRSC staff do not occupy posts on the establishment and are not counted towards the establishment or strength of B/Ds in which they are employed. Hence, the engagement of PRSC staff will not affect the promotion prospects of civil servants. Furthermore, as a general rule, the aggregate employment period of a retired/retiring civil servant under the PRSC Scheme should not exceed five years. B/Ds may, taking into account factors such as their overall manpower situation, genuine and operational needs, and succession arrangement, flexibly employ various measures for extending the service of civil servants to retain experienced civil servants who have reached their retirement age so as to meet specific manpower needs. Such measures also provide different avenues for civil servants to

continue to serve beyond retirement age and pass on their experience. CSB will continue to closely monitor the implementation of the above initiatives and render necessary assistance to B/Ds in making effective use of the various measures for extending the service of civil servants with a view to meeting the manpower demand and operational needs.

Note: “Full-time” employment means employment under a “continuous contract” as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

**Number of full-time Post-retirement service contract (PRSC) staff
by Bureaux/Departments (B/Ds) and work types**

Table 1: No. of full-time PRSC staff by B/Ds

(Since the table below shows the situation as of 30 June 2022, the names of the relevant B/Ds shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau / Department	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Agriculture, Fisheries and Conservation Department	188	227	211
Architectural Services Department	40	54	69
Audit Commission	3	2	2
Auxiliary Medical Service	1	1	2
Buildings Department	41	26	12
Census and Statistics Department	1	1	1
Chief Executive's Office	2	2	4
Chief Secretary and Financial Secretary's Offices	21	20	14
Civil Aid Service	4	6	37
Civil Aviation Department	43	39	37
Civil Engineering and Development Department	72	83	83
Civil Service Bureau	11	19	26
Commerce and Economic Development Bureau	18	16	19
Companies Registry	17	15	17
Constitutional and Mainland Affairs Bureau	6	13	16
Correctional Services Department	121	196	212
Customs and Excise Department	207	167	142
Department of Health	281	515	770
Department of Justice	30	35	34
Development Bureau	35	43	40

Bureau / Department	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Drainage Services Department	88	98	119
Education Bureau	43	35	30
Efficiency Office	0	1	3
Electrical and Mechanical Services Department	329	335	361
Environment Bureau	0	1	1
Environmental Protection Department	109	159	202
Financial Services and the Treasury Bureau	4	2	5
Fire Services Department	86	131	129
Food and Environmental Hygiene Department	268	317	265
Food and Health Bureau	6	73	93
Government Flying Service	21	22	24
Government Laboratory	1	0	1
Government Logistics Department	2	9	6
Government Property Agency	4	3	7
Highways Department	85	93	103
Home Affairs Bureau	8	9	12
Home Affairs Department	8	12	16
Hong Kong Observatory	5	10	6
Hong Kong Police Force	676	937	1 087
Hongkong Post	78	108	85
Housing Department	7	10	10
Immigration Department	253	245	319
Information Services Department	4	4	4
Inland Revenue Department	1	53	44
Innovation and Technology Bureau	11	9	6
Innovation and Technology Commission	8	8	7

Bureau / Department	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Intellectual Property Department	0	4	3
Invest Hong Kong	1	2	2
Judiciary	73	72	83
Labour and Welfare Bureau	1	1	1
Labour Department	51	55	50
Land Registry	8	10	19
Lands Department	131	177	159
Legal Aid Department	8	7	8
Leisure and Cultural Services Department	129	157	133
Marine Department	29	32	29
Office of the Communications Authority	2	8	9
Office of the Government Chief Information Officer	74	12	12
Official Receiver's Office	23	26	16
Planning Department	8	4	24
Radio Television Hong Kong	12	15	19
Rating and Valuation Department	12	20	29
Registration and Electoral Office	1	3	4
Security Bureau	9	12	13
Social Welfare Department	154	167	122
Trade and Industry Department	4	4	3
Transport and Housing Bureau	11	13	14
Transport Department	43	58	68
Treasury	9	21	24
University Grants Committee Secretariat	2	4	6
Water Supplies Department	153	91	78

Bureau / Department	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Working Family and Student Financial Assistance Agency	47	61	43
Total	4 242	5 200	5 664

Table 2: No. of full-time PRSC staff by work types

Work types	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Disciplined Services support staff	1 046	1 369	1 553
General/Clerical support staff	855	1 074	1 274
IT and other technical support staff	861	910	1 054
Professionals/ Professional support staff	671	837	825
Administration/ Executive support/ Project co-ordination staff	174	278	307
Others	635	732	651
Total	4 242	5 200	5 664

Applications for Final Extension of Service

Bureau / Department / Office	Number of applications¹ (As at end February 2023)	
	Received	Processed and Approved
Agriculture, Fisheries and Conservation Department	308	294
Architectural Services Department	54	10
Audit Commission	10	9
Auxiliary Medical Service	8	6
Buildings Department	130	130
Census and Statistics Department	27	9
Chief Executive's Office	2	2
Chief Secretary for Administration's Office and Financial Secretary's Office	5	4
Civil Aid Service	10	7
Civil Aviation Department	21	17
Civil Engineering and Development Department	327	297
Civil Service Bureau	2 685	2 517
Commerce and Economic Development Bureau	5	4
Companies Registry	2	2
Correctional Services Department	525	424
Customs and Excise Department	605	417
Department of Health	382	339
Department of Justice	33	32
Development Bureau	12	12
Drainage Services Department	83	69
Education Bureau	277	244

¹ Applications from general grades staff are processed by the grades concerned instead of individual departments. Hence, we are not able to provide the relevant percentage of the number of applications accounted for in individual departments.

Bureau / Department / Office	Number of applications¹ (As at end February 2023)	
	Received	Processed and Approved
Efficiency Office	6	6
Electrical and Mechanical Services Department	100	25
Environmental Protection Department	145	116
Financial Services and the Treasury Bureau	2	2
Fire Services Department	1 101	1 028
Food and Environmental Hygiene Department	1 704	1 190
Government Flying Service	39	39
Government Laboratory	24	22
Government Logistics Department	669	413
Government Property Agency	2	2
Highways Department	272	233
Home Affairs Department	45	43
Hong Kong Monetary Authority	2	2
Hong Kong Observatory	13	13
Hong Kong Police Force	2 730	2 069
Hongkong Post	636	428
Housing Department	1 237	1 122
Immigration Department	826	662
Information Services Department	12	12
Inland Revenue Department	100	87
Innovation and Technology Commission	8	8
Invest Hong Kong	2	2
Judiciary	64	63
Labour and Welfare Bureau	1	1

Bureau / Department / Office	Number of applications¹ (As at end February 2023)	
	Received	Processed and Approved
Labour Department	23	14
Land Registry	8	6
Lands Department	411	336
Legal Aid Department	24	22
Leisure and Cultural Services Department	818	562
Marine Department	182	138
Office of the Communications Authority	13	7
Office of the Government Chief Information Officer	68	55
Official Receiver's Office	6	6
Planning Department	29	24
Radio Television Hong Kong	5	5
Rating and Valuation Department	16	6
Security Bureau	3	3
Social Welfare Department	279	184
Trade and Industry Department	1	1
Transport and Logistics Bureau ^{Note}	1	1
Transport Department	19	4
Treasury	47	47
University Grants Committee Secretariat	1	1
Water Supplies Department	643	415
Total	17 848	14 270

Note: Named as the Transport and Housing Bureau before the government reorganisation on 1 July 2022.

Completed Further Employment Selection Exercises since 2020-21

Bureau / Department	Rank	Number of completed selection exercises	Number of applications¹	Number of applications approved¹
General Grades Office	Clerical Assistant	3	1 885	1 721
	Assistant Clerical Officer	3	1 110	1 000
	Senior Clerical Officer	3	54	53
	Personal Secretary I	3	186	186
Water Supplies Department	Artisan	2	142	141
Lands Department	Government Land Agent	1	2	1
	Principal Government Land Agent	1	1	1
Government Flying Service	Chief Aircraft Engineer	1	1	1
	Chief Pilot	2	2	2
	Controller, Government Flying Service	1	1	1
Food and Environmental Hygiene Department	Assistant Director of Municipal Services	1	1	1
Department of Justice	Principal Government Counsel	2	2	2
Hongkong Post	Assistant Postmaster General	1	1	1
	Deputy Postmaster General	2	2	2
Hong Kong Police Force	Police Constable	1	709	690
	Inspector/Senior Inspector of Police	1	43	42
	Chief Superintendent of Police	3	18	15
	Assistant Commissioner of Police	3	13	13
	Deputy Commissioner of Police	1	2	2
	Commissioner of Police	1	1	1
Architectural Services Department	Deputy Director of Architectural Services	1	1	1

¹ Applications from general grades staff are processed by the grades concerned instead of individual departments. Hence, we are not able to provide the relevant percentage of the number of applications accounted for in individual departments.

Bureau / Department	Rank	Number of completed selection exercises	Number of applications¹	Number of applications approved¹
Fire Services Department	Ambulanceman	3	64	56
	Fireman	3	238	237
	Station Officer/ Senior Station Officer	3	79	78
Marine Department	Principal Marine Officer	2	5	5
	Assistant Director of Marine	3	8	8
	Deputy Director of Marine	2	2	2
Official Receiver's Office	Official Receiver	1	1	1
Education Bureau	Laboratory Technician II	4	4	4
	Laboratory Technician I	1	1	1
	Certificated Master/Mistress	5	5	5
	Assistant Master/Mistress	2	2	2
	Assistant Primary School Master/Mistress	4	16	16
	Primary School Master/Mistress	2	7	7
	Senior Primary School Master/Mistress	1	1	1
	Headmaster/Headmistress II	1	1	1
	Headmaster/Headmistress I	2	3	3
	Assistant Education Officer	4	16	15
	Education Officer	6	19	19
	Senior Education Officer	2	6	6
	Principal I	1	2	2
	Assistant Director of Education	1	1	1
	Senior Assistant Director of Education	1	1	1
Leisure and Cultural Services Department	Workman I	3	469	466
	Senior Assistant Director of Municipal Services	1	1	1

Bureau / Department	Rank	Number of completed selection exercises	Number of applications¹	Number of applications approved¹
Audit Commission	Assistant Director of Audit	3	6	5
Department of Health	Dental Officer	3	6	5
	Medical and Health Officer	6	13	12
Correctional Services Department	Officer	3	14	14
Total		110	5 168	4 851

- End -

CONTROLLING OFFICER'S REPLY

CSB067

(Question Serial No. 1632)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Civil Service Bureau enhanced the mobilisation protocol in 2022-23 by introducing a “government-wide mobilisation” level to ensure that civil servants can be mobilised promptly to form a quick response unit (QRU) during major incidents requiring considerable manpower support. In this connection, will the Government inform this Committee of the following:

1. the details regarding the staff composition of the QRU, including the current total number of staff and whether it comprises staff deployed from various bureaux/departments? If so, please set out the number of staff deployed with a breakdown by (i) bureau/department/office, (ii) civil servant/contract staff, (iii) job category and (iv) rank; if not, the details regarding the staff composition;
2. the details with regard to the training or drills the QRU has received so far;
3. whether there are any plans to hold regular meetings or conduct relevant training for the QRU to ensure and further enhance the mobility and responsiveness of the QRU in preparation for incidents warranting a “government-wide mobilisation” level in the future? If so, what are the details; if not, what are the reasons?

Asked by: Hon SO Cheung-wing (LegCo internal reference no.: 3)

Reply:

Under the “government-wide mobilisation” level, the Government can mobilise promptly at least 10 000 government staff from all policy bureaux and departments (B/Ds) at different levels to form a quick response unit (QRU). B/Ds are required to draw up a list of designated personnel in advance. We do not maintain detailed breakdown of the number of participants by levels. For the numbers of participants from various B/Ds in the first drill, as they involve internal operational deployment details of the Government, it is inappropriate to disclose the information.

Supporting work to be undertaken by QRU formed upon initiation of the “government-wide mobilisation” level will require no special skills. Civilian staff will be able to discharge such duties without additional training. The Civil Service Bureau will continue to conduct drills from time to time to strengthen responsiveness of the civil service.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1633)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the waiting for public housing among disciplined services staff, will the Government inform this Committee of the following:

1. the total number of officers (including serving and retired civil servants) waiting for public housing and the average waiting time in the past 3 years, broken down by disciplined service;
2. the number of successful applicants (including serving and retired civil servants) who were allocated public housing through the Civil Service Public Housing Quota Scheme in the past 3 years, broken down by disciplined service?

Asked by: Hon SO Cheung-wing (LegCo internal reference no.: 4)

Reply:

Currently, junior civil servants (including junior disciplined services staff and junior civilian staff) may apply for public rental housing (PRH) or Green Form Certificates for purchasing subsidised sale flats (including flats sold under the Home Ownership Scheme (HOS)/HOS Secondary Market Scheme and the Green Form Subsidised Home Ownership Scheme) through the Civil Service Public Housing Quota (CSPHQ) Scheme. CSPHQ Scheme is not a condition of service or retirement benefits of civil servants. It aims to facilitate, on a discretionary basis subject to resource availability, junior civil servants to have a higher chance of acquiring public housing. Relevant applications are made in response to the annual CSPHQ circular memoranda issued by the Civil Service Bureau and there is no waiting list arrangement. In the past three CSPHQ exercises (i.e. 2019/2020 to 2021/2022 exercises), the number of PRH quota places provided for junior civil servants amounted to 1 000 in each exercise.

Eligible officers may choose to apply for CSPHQ at an appropriate time, having regard to their own circumstances and preference, or submit applications under different exercises. Eligible applicants not allocated a quota in a year may decide whether to apply again when the next annual exercise is launched. We do not maintain statistics on the time lapsed between

the disciplined services staff or other applicants' first applications and their successful (or last) applications.

In the past three financial years, the number of successful applications from disciplined services staff (including serving civil servants and retirees) who have been allocated PRH units through CSPHQ exercises is as follows:

Disciplined services	Financial year	Number of successfully housed applications		
		2019-20	2020-21	2021-22
Correctional Services Department		35	62	32
Customs and Excise Department		41	41	42
Fire Services Department		69	65	58
Hong Kong Police Force		262	323	182
Immigration Department		18	19	22
Independent Commission Against Corruption		1	3	0
Total		426	513	336

- End -

CONTROLLING OFFICER'S REPLY

CSB069

(Question Serial No. 1634)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Please provide the following information regarding the overall civil service establishment:

1. a breakdown and the total number of punishment cases in which civil servants have received formal disciplinary action (removal, other punishments) and summary disciplinary action respectively in each bureau/department/office in the past 3 years;
2. the current total establishment and number of vacancies in each bureau/department/office, broken down by rank/civil service pay scale (junior, middle, senior, directorate);
3. the numbers of full-time non-civil service contract (NCSC) staff, broken down by (i) bureau/department; (ii) type of job and (iii) length of continuous service (less than 3 years, 3 years to less than 5 years, 5 years to less than 10 years and 10 years or more), and their percentage to the total number of full-time NCSC staff in the past 2 years (2021-22 and 2022-23);
4. the number and the percentage of NCSC staff successfully converted to civil servants in various bureaux/departments/offices in the past 5 years (2018-19 to 2022-23);
5. whether assessment on manpower requirement for civil servants at present and for the coming 5 to 10 years will be made and whether any specific measures or options are in place to ensure adequate manpower in various government departments so as to provide the public with effective public service? If yes, what are the detail; if no, what are the reasons?

Asked by: Hon SO Cheung-wing (LegCo internal reference no.: 5)

Reply:

1. The Government adopts zero tolerance approach in dealing with civil servants who have misconducted themselves or broken the law. In the past three financial years (up to 31 December 2022), a total of 542 civil servants were punished with formal disciplinary action for conviction of criminal offences or serious misconduct. In addition, a total of 1 123 civil servants were punished with summary disciplinary action for committing

misconduct which is less serious in nature. The yearly breakdown of the numbers of cases punished with formal and summary disciplinary actions is set out at **Annex A**.

2. The 2022-23 revised estimate of the civil service establishment of individual bureaux/departments (B/Ds) are set out at **Annex B**. To allow flexibility in meeting their staffing needs, B/Ds may create or delete posts of non-directorate ranks provided that their respective establishment and provision ceiling are not exceeded, and may decide on the grades and the number of civil servants to be recruited having regard to their operational need. The overall vacancy rate of the civil service as at 31 March 2022 is 8.5%.
3. The breakdown of the number of full-time ^(Note 1) NCSC staff by B/Ds, work types and length of continuous service ^(Note 2) as well its percentage to the total number of full-time NCSC staff in the past two years (i.e. as at 30 June, 2021 to 2022) are set out at **Annex C**.
4. It is the Government's policy to select the most suitable persons to fill civil service vacancies through an open, fair and competitive process. The Government welcomes interested NCSC staff to apply for civil service jobs through open recruitment exercises. Since relevant work experience is one of the factors to be taken into consideration in the recruitment of civil servants, NCSC staff who meet the basic entry requirements of the civil service ranks should generally enjoy a competitive edge over other applicants because of their work experience in the Government. The number and percentage of qualified serving NCSC staff successfully appointed as civil servants in the past five years are set out in **Annex D**.
5. The Government has maintained zero growth in the civil service establishment since 2021-22. We will continue to strictly control the growth of the civil service establishment and maintain the target of zero growth in 2023-24. Bureaux and departments would enhance effectiveness and efficiency through re-prioritisation, internal redeployment and streamlining of work processes, so that various new policies and initiatives of the Government can be taken forward with the civil service establishment maintained at the present level.

Note 1: "Full-time" employment means employment under a "continuous contract" as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

Note 2: "Continuous service" refers to employment in the same B/D without a break in service, including those who have changed different NCSC positions during the service.

**Numbers of cases of civil servants punished
for conviction of criminal offences or misconduct**

Bureau/Department	2020-21			2021-22			2022-23 (as at 31 December 2022)		
	Formal disciplinary action		Summary disciplinary action (Note 3)	Formal disciplinary action		Summary disciplinary action	Formal disciplinary action		Summary disciplinary action
	Removal (Note 1)	Other punishment (Note 2)		Removal	Other punishment		Removal	Other punishment	
Agriculture, Fisheries and Conservation Department	0	3	2	0	2	1	1	4	2
Architectural Services Department	0	1	1	0	1	0	0	2	0
Auxiliary Medical Service	0	0	0	0	0	0	0	1	0
Buildings Department	0	3	0	2	0	3	0	0	1
Chief Secretary for Administration's Office	0	1	0	0	0	0	1	0	0
Civil Aid Service	0	0	0	1	0	0	0	1	0
Civil Aviation Department	0	0	0	0	0	0	0	2	2
Civil Engineering and Development Department	0	0	0	0	0	1	0	1	0
Civil Service Bureau	0	0	0	0	1	1	0	1	0
Commerce and Economic Development Bureau	0	0	0	0	0	0	0	0	1
Companies Registry	0	0	1	0	0	0	1	0	0
Constitutional and Mainland Affairs Bureau	0	0	0	0	0	1	0	0	0
Correctional Services Department	1	7	30	2	9	34	3	9	32
Customs and Excise Department	2	2	10	2	5	19	0	5	20
Department of Health	0	1	5	1	2	11	1	3	4
Department of Justice	0	0	2	1	0	26	1	1	1
Development Bureau	0	0	0	0	1	2	0	0	1
Drainage Services Department	1	0	4	1	2	0	1	2	1
Education Bureau	1	5	14	2	0	19	1	0	10
Electrical and Mechanical Services Department	0	3	7	0	3	7	2	2	7
Environmental Protection Department	0	0	2	0	1	3	0	1	3
Fire Services Department	0	10	24	4	18	23	2	12	12
Food and Environmental Hygiene Department	1	26	17	2	27	31	2	23	20
Government Laboratory	0	0	2	0	0	0	0	0	0
Government Logistics Department	0	1	0	0	1	5	0	1	2

Bureau/Department	2020-21			2021-22			2022-23 (as at 31 December 2022)		
	Formal disciplinary action		Summary disciplinary action (Note 3)	Formal disciplinary action		Summary disciplinary action	Formal disciplinary action		Summary disciplinary action
	Removal (Note 1)	Other punishment (Note 2)		Removal	Other punishment		Removal	Other punishment	
Highways Department	0	0	1	0	0	1	0	0	1
Home and Youth Affairs Bureau	0	0	0	0	0	0	1	0	0
Home Affairs Department	0	0	1	0	1	0	1	0	0
Hong Kong Police Force	8	34	109	23	21	73	16	55	148
Housing Department	1	3	4	0	1	8	0	1	5
Immigration Department	1	4	7	1	7	17	0	5	10
Information Services Department	1	0	0	0	0	0	0	0	0
Inland Revenue Department	0	0	4	0	0	4	1	0	5
Judiciary	2	0	1	1	2	5	1	0	1
Labour Department	0	1	1	0	1	5	0	0	1
Lands Department	0	0	7	0	1	7	3	3	6
Legal Aid Department	0	0	0	1	0	1	0	0	2
Leisure and Cultural Services Department	1	0	8	3	4	12	4	3	10
Marine Department	0	0	10	1	0	10	0	0	1
Official Receiver's Office	0	0	2	0	0	0	0	0	0
Post Office	0	8	54	0	18	60	3	14	37
Radio Television Hong Kong	0	1	1	0	1	6	0	0	2
Rating and Valuation Department	0	1	2	0	0	1	0	0	1
Security Bureau	0	0	0	1	1	0	0	0	0
Social Welfare Department	1	0	1	1	2	2	2	0	3
Trade and Industry Department	0	0	0	0	0	1	0	1	1
Former Transport and Housing Bureau	0	0	0	0	0	1	0	0	0
Transport Department	0	0	1	1	0	1	0	0	3
Treasury	0	0	0	0	0	0	0	0	1
Water Supplies Department	1	8	7	1	5	9	2	4	10
Working Family and Student Financial Assistance Agency	0	0	0	0	0	1	0	0	2
Sub-total	22	123	342	52	138	412	50	157	369
Total	487			602			576		

Note 1 : Including dismissal and compulsory retirement.

Note 2 : Including reduction in rank, severe reprimand, reprimand, financial penalty, verbal warning and written warning, etc.

Note 3 : Including verbal warning, written warning, and admonishment/admonition.

**Revised Estimate of Civil Service Establishment
by Bureaux/Departments in 2022-23**

Bureau / Department / Office	Establishment
Agriculture, Fisheries and Conservation Department	2 374
Architectural Services Department	2 033
Audit Commission	198
Auxiliary Medical Service	99
Buildings Department	2 128
Census and Statistics Department	1 251
Chief Executive's Office	103
Chief Secretary and Financial Secretary's Offices	567
Civil Aid Service	109
Civil Aviation Department	966
Civil Engineering and Development Department	2 091
Civil Service Bureau	673
Commerce and Economic Development Bureau	224
Companies Registry	394
Constitutional and Mainland Affairs Bureau	220
Correctional Services Department	7 281
Culture, Sports and Tourism Bureau	335
Customs and Excise Department	7 933
Department of Health	7 109
Department of Justice	1 511
Development Bureau (Planning and Lands Branch)	215
Development Bureau (Works Branch)	457
Drainage Services Department	2 062
Education Bureau	6 474
Electrical and Mechanical Services Department	4 369
Environment and Ecology Bureau (Environment Branch)	228
Environment and Ecology Bureau (Food Branch)	50
Environmental Protection Department	2 156
Financial Services and the Treasury Bureau (Financial Services Branch)	109

Bureau / Department / Office	Establishment
Financial Services and the Treasury Bureau (The Treasury Branch)	218
Fire Services Department	11 553
Food and Environmental Hygiene Department	11 514
General Expenses of the Civil Service	359
Government Flying Service	361
Government Laboratory	515
Government Logistics Department	750
Government Property Agency	338
Health Bureau	238
Highways Department	2 498
Home Affairs Department	2 301
Home and Youth Affairs Bureau	181
Hong Kong Monetary Authority	2
Hong Kong Observatory	372
Hong Kong Police Force	38 397
Hospital Authority	393
Housing Authority	9 838
Immigration Department	8 975
Independent Commission Against Corruption	1 552
Information Services Department	453
Inland Revenue Department	2 937
Innovation, Technology and Industry Bureau	175
Innovation and Technology Commission	323
Intellectual Property Department	193
Invest Hong Kong	40
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	35
Judiciary	2 081
Labour and Welfare Bureau	133
Labour Department	2 573
Land Registry	591
Lands Department	4 794
Legal Aid Department	563

Bureau / Department / Office	Establishment
Legal Aid Services Council	4
Leisure and Cultural Services Department	10 475
Marine Department	1 499
Office for Film, Newspaper and Article Administration	66
Office of the Communications Authority	372
Office of the Government Chief Information Officer	724
Official Receiver's Office	282
Overseas Economic and Trade Offices	228
Planning Department	961
Post Office	5 347
Public Service Commission Secretariat	33
Radio Television Hong Kong	768
Rating and Valuation Department	979
Registration and Electoral Office	310
Secretariat, Commissioner on Interception of Communications and Surveillance	23
Security Bureau	245
Social Welfare Department	6 569
Trade and Industry Department	518
Transport and Logistics Bureau	225
Transport Department	1 927
Treasury	587
University Grants Committee	92
Water Supplies Department	4 753
Working Family and Student Financial Assistance Agency	1 372
Total	197 324

**Breakdown of full-time non-civil service contract (NCSC) staff
by bureaux/departments (B/Ds), work types and length of continuous service and
their percentage to the total number of NCSC staff**

Table 1: Number of full-time NCSC staff by B/Ds

(Since the table below shows the situation as of 30 June 2022, the names of the relevant bureau/departments shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau/ Department	Length of continuous service							
	Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Agriculture, Fisheries and Conservation Department	80	13	6	5	91	22	4	3
Architectural Services Department	21	2	7	-	39	-	3	-
Auxiliary Medical Service	-	-	-	-	-	-	-	-
Buildings Department	45	-	29	9	29	9	10	22
Census and Statistics Department	1 420	-	-	-	162	4	-	-
Chief Executive's Office	1	3	-	-	2	1	2	-
Chief Secretary and Financial Secretary's Offices	49	12	2	-	16	13	2	-
Civil Aid Service	3	-	-	-	2	-	-	-
Civil Aviation Department	4	-	1	1	5	-	1	1
Civil Engineering and Development Department	28	2	2	1	42	4	3	1
Civil Service Bureau	8	-	1	-	2	-	-	-

Bureau/ Department	Length of continuous service							
	Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Commerce and Economic Development Bureau	14	5	8	8	22	-	5	8
Companies Registry	84	28	13	-	82	40	13	-
Constitutional and Mainland Affairs Bureau	7	-	-	-	7	-	-	-
Correctional Services Department	3	-	1	-	4	-	1	-
Customs and Excise Department	4	-	1	-	5	2	1	-
Department of Health	216	17	53	209	58	11	31	211
Department of Justice	20	2	13	1	31	5	8	-
Development Bureau	43	14	11	2	25	16	13	2
Drainage Services Department	41	2	23	9	19	5	14	10
Education Bureau	898	196	125	74	891	184	151	69
Efficiency Office	271	69	84	105	228	74	87	97
Electrical and Mechanical Services Department	88	209	133	313	58	205	151	300
Environment Bureau	2	3	-	-	3	2	-	-
Environmental Protection Department	199	11	10	-	161	10	10	-
Financial Services and the Treasury Bureau	5	-	-	-	3	1	-	-
Fire Services Department	17	4	4	1	7	5	3	1

Bureau/ Department	Length of continuous service							
	Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Food and Environmental Hygiene Department	97	20	20	20	73	26	18	17
Food and Health Bureau	46	2	3	2	77	7	3	2
Government Flying Service	4	1	-	1	3	2	-	1
Government Laboratory	3	4	3	2	3	2	1	5
Government Logistics Department	6	1	10	9	8	1	9	9
Government Property Agency	2	-	1	-	2	1	-	-
Highways Department	18	7	7	1	7	13	5	2
Home Affairs Bureau	155	1	4	3	62	22	3	3
Home Affairs Department	304	66	51	32	299	77	44	42
Hong Kong Observatory	16	3	-	-	10	5	-	-
Hong Kong Police Force	10	2	5	-	12	2	5	-
Hongkong Post	272	192	302	757	181	192	288	736
Immigration Department	546	3	5	20	397	148	4	22
Information Services Department	5	3	11	2	5	2	11	3
Inland Revenue Department	133	19	8	5	149	42	6	5
Innovation and Technology Bureau	3	-	-	-	3	1	-	-
Innovation and Technology Commission	10	7	2	9	8	5	5	9

Bureau/ Department	Length of continuous service							
	Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Intellectual Property Department	1	5	1	2	5	3	-	1
Invest Hong Kong	35	11	11	34	20	21	10	35
Judiciary	80	27	10	12	122	29	10	12
Labour and Welfare Bureau	14	3	7	1	14	3	4	3
Labour Department	7	1	1	22	9	-	1	21
Land Registry	45	1	7	18	27	-	4	17
Lands Department	85	12	2	-	74	16	1	-
Legal Aid Department	7	-	-	-	4	-	-	-
Leisure and Cultural Services Department	429	20	38	177	386	29	31	156
Marine Department	-	1	3	-	2	1	2	-
Office of the Communications Authority	42	21	33	36	48	18	32	35
Office of the Government Chief Information Officer	2	-	-	-	3	1	-	-
Official Receiver's Office	8	6	-	3	7	4	-	2
Planning Department	11	5	7	2	10	3	6	2
Radio Television Hong Kong	62	33	32	16	60	27	34	17
Rating and Valuation Department	32	3	2	3	67	2	3	2

Bureau/ Department	Length of continuous service							
	Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Registration and Electoral Office	951	31	121	9	545	131	90	10
Security Bureau	21	12	1	3	10	10	6	2
Social Welfare Department	66	4	14	-	51	6	14	-
Trade and Industry Department	20	3	15	15	20	-	13	16
Transport and Housing Bureau	5	4	1	-	12	1	4	-
Transport Department	37	4	4	4	19	17	4	5
Treasury	41	1	1	-	27	4	-	1
University Grants Committee Secretariat	24	2	1	2	15	4	-	3
Water Supplies Department	28	1	12	17	18	9	6	18
Working Family and Student Financial Assistance Agency	216	23	70	52	230	61	67	48
Total (Percentage to total no. of NCSC staff)	7 470 (62%)	1 157 (10%)	1 353 (11%)	2 029 (17%)	5 098 (51%)	1 561 (16%)	1 257 (13%)	1 987 (20%)

Table 2: Number of full-time NCSC staff by work types

Work types	Length of continuous service							
	Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
General / Clerical support staff	1 279	128	261	369	879	271	203	381
Administration / Executive support / Project co-ordination staff	1 365	181	154	101	1 141	233	149	97
Customer services / Public relations staff	908	107	117	137	709	253	119	130
Inspectorate / Technical support staff	671	229	149	186	342	248	169	180
Non-skilled staff	363	135	216	398	253	147	218	381
Professionals / Professional support staff	586	89	127	61	572	119	95	67
Postal services staff	151	97	163	398	114	85	153	386
Research / Research support staff	1 371	5	8	1	145	4	2	6
Education staff	375	65	21	23	403	53	27	21
IT support staff	136	58	62	161	116	69	58	154
Leisure and cultural services staff	127	15	12	106	319	25	11	84
Others	138	48	63	88	105	54	53	100
Total (Percentage to total no. of NCSC staff)	7 470 (62%)	1 157 (10%)	1 353 (11%)	2 029 (17%)	5 098 (51%)	1 561 (16%)	1 257 (13%)	1 987 (20%)

The number and percentage of qualified serving NCSC staff successfully appointed as civil servants in the past five years

Year	No. of qualified serving NCSC applicants successfully appointed as civil servants	Success rate of qualified serving NCSC applicants being appointed as civil servants	Average success rate of other applicants being appointed as civil servants during the same period
September 2021 – August 2022	About 480	17%	5%
September 2020 – August 2021	About 670	11%	3%
September 2019 – August 2020	About 390	32%	5%
September 2018 – August 2019	About 560	11%	3%
September 2017 – August 2018	About 560	26%	3%

- End -

CONTROLLING OFFICER'S REPLY

CSB070

(Question Serial No. 3112)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Regarding the employment of and support for persons with disabilities, please provide the following information:

1. the numbers of new recruits with disabilities across various government departments in each of the past 5 years;
2. the numbers of persons with disabilities currently working in government departments, their education levels, ranks and years of service, etc.; and
3. the policies formulated and implemented by the Government in the past 5 years to encourage employers to employ persons with disabilities with “high academic qualifications”, such as those with post-secondary education or above.

Asked by: Hon TIK Chi-yuen (LegCo internal reference no.: 39)

Reply:

- 1&2. We collect statistical information from Bureaux/Departments (B/Ds) on employment of persons with disabilities in the Government each year. B/Ds collect relevant information through different channels, such as when job applicants declare their disabilities on a voluntary basis and request for special arrangements in attending the selection test/interview having regard to their disabilities, or when serving employees apply for financial assistance to purchase technical aids to assist in their performance of duties. The Government does not and has no plan to require serving civil servants and job applicants to declare their disabilities. Given that civil servants and government job applicants declare their disabilities on a voluntary basis, the actual figure may be greater than the statistical figure.

The number of newly recruited civil servants known to have disabilities (excluding persons with colour blindness or defective colour perception) from 2017-18 to 2021-22, is set out in Table 1 below. The number of civil servants known to have disabilities in 2021-22, and the breakdown by groups of ranks ^{Note}, are set out in

Tables 2 and 3 below. The Government does not separately collect the relevant figures with breakdown by education levels, individual grades and years of service.

Table 1 Number of newly recruited civil servants known to have disabilities from 2017-18 to 2021-22 (by B/Ds)

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Architectural Services Department	0	0	0	1	0
Buildings Department	0	0	1	0	0
Census and Statistics Department	0	0	2	0	0
Civil Aviation Department	0	1	0	0	0
Civil Engineering and Development Department	0	5	0	0	1
Correctional Services Department	0	0	0	0	1
Customs and Excise Department	0	1	0	0	0
Department of Health	11	7	6	4	7
Department of Justice	2	3	6	2	2
Drainage Services Department	3	4	0	1	0
Electrical and Mechanical Services Department	2	0	2	1	0
Environmental Protection Department	0	1	0	0	0
Fire Services Department	0	3	0	0	1
Food and Environmental Hygiene Department	4	8	7	3	6
Government Logistics Department	5	2	0	2	2
Government Property Agency	1	0	0	0	0
G.S. : Civil Service Bureau (CSB)	0	1	0	0	1
G.S. : Education Bureau	2	16	6	7	8
G.S. : Financial Services and the Treasury Bureau	0	0	0	1	0
G.S. : Innovation and Technology Bureau	0	1	2	0	2
Highways Department	0	0	1	0	1
Home Affairs Department	0	1	1	0	1
Hong Kong Police Force	5	5	0	5	3
Hongkong Post	2	5	0	0	0
Housing Department	3	6	2	5	3
Inland Revenue Department	3	1	5	0	1
Intellectual Property Department	0	1	0	0	0
Judiciary	1	0	1	0	1
Labour Department	0	0	3	0	1
Land Registry	0	0	1	0	1

B/D	Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
Lands Department	3	3	2	1	1
Legal Aid Department	1	0	0	0	0
Leisure and Cultural Services Department	19	7	10	21	20
Marine Department	0	1	0	0	0
Office of the Communications Authority	0	0	2	0	0
Official Receiver's Office	0	0	1	0	0
Planning Department	0	0	1	0	0
Rating and Valuation Department	2	0	1	0	1
Social Welfare Department	4	5	8	2	8
Transport Department	0	1	1	3	0
Treasury	0	0	1	0	0
Water Supplies Department	0	1	0	0	0
Working Family and Student Financial Assistance Agency	1	0	2	0	1
Total	74	90	75	59	74

Table 2 Number of civil servants known to have disabilities in 2021-22 (by B/Ds)

B/D	2021-22
Agriculture, Fisheries and Conservation Department	129
Architectural Services Department	11
Buildings Department	10
Census and Statistics Department	11
Civil Aid Service	2
Civil Aviation Department	5
Civil Engineering and Development Department	36
Companies Registry	14
Correctional Services Department	186
Customs and Excise Department	56
Department of Health	76
Department of Justice	29
Drainage Services Department	50
Electrical and Mechanical Services Department	47
Environmental Protection Department	13
Fire Services Department	33
Food and Environmental Hygiene Department	102
Government Flying Service	1
Government Logistics Department	18
Government Property Agency	3
G.S. : Offices of the Chief Secretary for Administration and the Financial Secretary	7
G.S. : CSB	11
G.S. : Commerce and Economic Development Bureau	5
G.S. : Constitutional and Mainland Affairs Bureau	2
G.S. : Development Bureau	2
G.S. : Education Bureau	76
G.S. : Financial Services and the Treasury Bureau	3
G.S. : Home Affairs Bureau	2
G.S. : Innovation and Technology Bureau	11
G.S. : Labour and Welfare Bureau	1
G.S. : Security Bureau	1
G.S. : Transport and Housing Bureau	1
Highways Department	76
Home Affairs Department	41
Hong Kong Observatory	2
Hong Kong Police Force	405
Hongkong Post	62

B/D	2021-22
Hospital Authority	5
Housing Department	106
Immigration Department	179
Information Services Department	4
Inland Revenue Department	77
Intellectual Property Department	3
Invest Hong Kong	2
Judiciary	31
Labour Department	74
Land Registry	24
Lands Department	43
Legal Aid Department	6
Leisure and Cultural Services Department	245
Marine Department	13
Office of the Communications Authority	9
Official Receiver's Office	1
Planning Department	4
Radio Television Hong Kong	3
Rating and Valuation Department	22
Registration and Electoral Office	4
Social Welfare Department	121
Trade and Industry Department	4
Transport Department	29
Treasury	7
Water Supplies Department	34
Working Family and Student Financial Assistance Agency	17
Total	2 607

Table 3 Number of civil servants known to have disabilities in 2021-22 (by groups of ranks ^{Note})

	Groups of ranks	
	Lower and Middle ranks	Upper ranks
Numbers of civil servants with Disabilities	2 439	168

Note : The group of lower and middle ranks covers ranks with maximum salary below Master Pay Scale (MPS) Point 34 or equivalent, while the group of upper ranks includes ranks with maximum salary between MPS Point 34 to 49 and on Directorate Pay Scale or equivalent. We do not separately collect breakdown figures for the lower and middle ranks.

3. The Government provides personalised employment services for job seekers with disabilities who are fit for open employment, including those with relatively high educational qualifications. The Selective Placement Division of the Labour Department assists persons with disabilities with higher educational qualifications in securing employment through different measures, including implementing the “Aim-Higher Scheme” which provides tailor-made job-matching service for persons with disabilities with higher educational qualifications, collaborating with the student affairs offices of tertiary education institutions for disseminating employment information and rendering counselling services, implementing the “Work Orientation and Placement Scheme” to encourage employers to engage persons with disabilities, approaching employers of different industries to canvass different types of vacancies, as well as providing vacancies and employment information, etc. through the Interactive Selective Placement Service Website.

On the other hand, CSB has since 2016 launched the Internship Scheme for Students with Disabilities (“the Scheme”), and doubled the number of internship places since 2018 from an average of 50 a year to 100. The Scheme enables students with disabilities to gain work experience and gives B/Ds opportunities to better appreciate the talents and potential of persons with disabilities. Since its inception, 575 full-time tertiary students with disabilities and students of the Shine Skills Centre of the Vocational Training Council have participated in the Scheme. In order to enhance the transparency of civil service recruitment, apart from publishing the statistical information on employment of persons with disabilities in the civil service, CSB has also published the success rates in applying for civil service posts of persons with disabilities and other candidates annually since 2018, with a view to encouraging the private sector to employ more persons with disabilities with different education levels in the long run.

- End -

CONTROLLING OFFICER'S REPLY

CSB071

(Question Serial No. 3219)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

How many ethnic minorities were employed by the Government in the past 5 years? Please set out their respective departments, ranks or posts, races and salary ranges.

Asked by: Hon TIK Chi-yuen (LegCo internal reference no.: 81)

Reply:

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants. In the civil service recruitment process, bureaux/departments will assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements (including language proficiency requirements). Race is not a relevant consideration.

Given that neither job applicants for civil service jobs nor serving civil servants are required to declare their ethnic origins, we do not possess statistical information on the number of non-ethnic Chinese in the civil service.

- End -

CONTROLLING OFFICER'S REPLY

CSB072

(Question Serial No. 3220)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

With the lowering of entry requirements on Chinese language proficiency for 53 grades, were ethnic minorities attracted to these civil service ranks and posts? If yes, what are the numbers of the newly recruited ethnic minorities, and what ranks and posts do they hold? If no, what policies and measures are in place to attract ethnic minorities to join the civil service?

Asked by: Hon TIK Chi-yuen (LegCo internal reference no.: 82)

Reply:

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants, and has been encouraging non-ethnic Chinese who are dedicated to join the public service to strengthen their learning in Chinese. In addition, while maintaining the quality of public service, the Government will review the language proficiency entry requirements of civil service grades from time to time to ensure that they commensurate with requirements of the job, so as to allow talents of different backgrounds to join the Government. At present, over 50 civil services grades have lowered their Chinese language proficiency entry requirement, in which 18 of them are degree/profession grades.

Departments will continue to employ non-ethnic Chinese, where appropriate, to meet specific operational needs. For example, departments may engage people proficient in non-ethnic Chinese languages for the relevant jobs to facilitate the provision of services to non-ethnic Chinese communities.

The Government has been regularly disseminating information on appropriate civil service vacancies to the service users of the support service centres for ethnic minorities, which are operated by non-profit-making organisations and funded by the Home Affairs Department, and has been introducing such civil service posts to non-ethnic Chinese job seekers through the Labour Department's job centres located across the territory. Non-ethnic Chinese job seekers could also obtain related information through the two non-governmental organisations commissioned by the Labour Department under the Racial Diversity

Employment Programme. In addition, we have launched a thematic webpage entitled “Job Corner for Non-ethnic Chinese” on the Government Youth Portal, which assists non-ethnic Chinese job seekers in obtaining information related to application for civil service posts.

In the civil service recruitment process, bureaux/departments will continue to assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements (including language proficiency requirements). Race is not a relevant consideration.

Given that neither job applicants for civil service jobs nor serving civil servants are required to declare their ethnic origins, we do not possess statistical information on the number of non-ethnic Chinese in the civil service.

- End -

CONTROLLING OFFICER'S REPLY

CSB073

(Question Serial No. 3260)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (4) Civil Service Training and Development
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

How does the Civil Service Bureau ensure that frontline civil servants in various government departments are culturally sensitive when serving ethnic minorities so as to achieve equal opportunities for them?

Asked by: Hon TIK Chi-yuen (LegCo internal reference no.: 83)

Reply:

The Government continues to strengthen civil servants' understanding of the topics of "cultural sensitivity" and "equal opportunities" through training for civil servants at different levels to meet their operational needs. Such training includes induction training, quality service training and provision of online learning resources at the Cyber Learning Centre Plus e-learning platform.

Departments will employ non-ethnic Chinese, where appropriate, to meet specific operational needs and to facilitate their contact with non-ethnic Chinese communities.

- End -

CONTROLLING OFFICER'S REPLY

CSB074

(Question Serial No. 0215)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

To enable Hong Kong to achieve sustainable development and to provide Hong Kong people with a quality living environment, the SAR Government needs to identify more suitable sites for construction of housing and infrastructure and community facilities. Such work requires the participation of and implementation by an adequate number of professionals in the planning, design and construction fields within the Government. In this connection, please provide the information on the staff establishment of the architectural, surveying, planning and landscape professionals in 2022-23 and the projected establishment in 2023-24. Please set out such information by (i) ranks and (ii) grades in respective bureaux/departments, with separate presentation of the permanent/non-permanent staff establishment of the ranks in relevant departments, as well as the strength, wastage, number of staff having opted for extension of service and number of retirees of the ranks.

Asked by: Hon TSE Wai-chuen, Tony (LegCo internal reference no.: 1)

Reply:

According to the information provided by relevant bureaux/departments (B/Ds), the estimated total establishment of the grades relating to the Architectural, Surveying, Planning and Landscape professions in 2022-23 and 2023-24 with breakdown by rank is set out at **Annex A**. The breakdown of establishment by individual grades in B/Ds is set out at **Annex B**.

The strength of the relevant professional grades with breakdown by rank as at 31 January 2023 is set out at **Annex C**. The breakdown of strength by individual grades in B/Ds is set out at **Annex D**.

Retirement has always been the primary reason for departure of civil servants from the Civil Service. According to the information provided by relevant Heads of Grades, the estimated number of retirees in grades relating to the Architectural, Surveying, Planning and Landscape professions in 2022-23 and 2023-24 is set out at **Annex E**.

Separately, in July 2018, the Government launched the option for serving civil servants who joined the Government between 1 June 2000 and 31 May 2015 (hereafter referred to as “Eligible Civil Servants”) to choose to retire at the age of 65 (for civilian grades) or 60 (for disciplined services grades, regardless of ranks) (hereafter referred to as “the Option”). Among those who had taken the Option, the overall statistics of the major bureaux/departments with grades relating to the Architectural, Surveying, Planning and Landscape professions are set out at **Annex F**.

**Number of posts in the grades relating to the Architectural,
Surveying, Planning and Landscape Professions in Bureaux / Departments** ^[Note]

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Senior Professional (Sr Prof) Rank	Professional / Assistant Professional (Prof / Asst Prof) Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Agriculture, Fisheries and Conservation Department	-	-	-	-	1	-	-	-	-	1
Architectural Services Department	-	7	21	109	262	-	7	21	112	268
Buildings Department	-	4	16	87	315	-	4	16	90	317
Chief Secretary and Financial Secretary's Offices	-	-	-	1	-	-	-	-	1	-
Civil Aviation Department	-	-	-	1	1	-	-	-	1	1
Civil Engineering and Development Department	-	1	3	17	37	-	1	3	16	37
Culture, Sports and Tourism Bureau	-	1	-	7	3	-	1	-	5	1
Department of Health	-	-	-	-	1	-	-	-	-	1
Development Bureau (Planning and Lands Branch)	-	1	1	21	14	-	1	1	21	13
Development Bureau (Works Branch)	1	1	2	18	23	1	1	2	17	23

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Senior Professional (Sr Prof) Rank	Professional / Assistant Professional (Prof / Asst Prof) Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Drainage Services Department	-	-	-	2	5	-	-	-	2	5
Education Bureau	-	-	1	6	15	-	-	1	6	15
Environment and Ecology Bureau (Environment Branch)	-	-	-	1	4	-	-	-	1	4
Environmenta l Protection Department	-	-	-	2	1	-	-	-	1	1
Financial Services and the Treasury Bureau (The Treasury Branch)	-	-	-	-	1	-	-	-	-	1
Fire Services Department	-	-	-	1	1	-	-	-	1	1
Government Property Agency	-	-	6	22	50	-	-	6	21	47
Health Bureau	-	-	-	-	1	-	-	-	-	1
Highways Department	-	-	2	9	33	-	-	2	9	33
Home Affairs Department	-	-	1	5	23	-	-	1	5	23
Housing Authority	-	-	20	161	487	-	-	20	166	501
Judiciary	-	-	-	1	-	-	-	-	1	-
Lands Department	3	9	25	119	286	3	9	25	117	281
Leisure and Cultural Services Department	-	-	-	2	2	-	-	-	2	2
Marine Department	-	-	-	2	6	-	-	-	2	6

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Senior Professional (Sr Prof) Rank	Professional / Assistant Professional (Prof / Asst Prof) Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Planning Department	3	6	18	87	207	3	6	18	89	210
Post Office	-	-	-	1	2	-	-	-	1	2
Rating and Valuation Department	2	4	8	27	75	2	4	8	27	76
Social Welfare Department	-	-	-	4	16	-	-	-	4	16
Transport and Logistics Bureau	-	-	-	2	-	-	-	-	2	-
Water Supplies Department	-	-	-	1	4	-	-	-	1	4
Total	9	34	124	716	1 876	9	34	124	721	1 891

Note: Posts that can be filled by multi-disciplined officers are excluded.

**Number of posts in the grades relating to the Architectural, Surveying,
Planning and Landscape Professions in Bureaux / Departments**

Breakdown by grades

Architect

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Senior Professional (Sr Prof) Rank	Professional / Assistant Professional (Prof / Asst Prof) Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Architectural Services Department	-	5	11	50	107	-	5	11	51	110
Civil Engineering and Development Department	-	-	-	4	7	-	-	-	3	6
Culture, Sports and Tourism Bureau	-	1	-	2	-	-	1	-	-	-
Development Bureau (Planning and Lands Branch)	-	-	-	1	4	-	-	-	1	3
Development Bureau (Works Branch)	-	1	1	8	12	-	1	1	8	12
Drainage Services Department	-	-	-	-	1	-	-	-	-	1
Education Bureau	-	-	-	1	1	-	-	-	1	1
Environment and Ecology Bureau (Environment Branch)	-	-	-	-	1	-	-	-	-	1
Environmental Protection Department	-	-	-	2	1	-	-	-	1	1
Government Property Agency	-	-	1	3	4	-	-	1	3	4
Health Bureau	-	-	-	-	1	-	-	-	-	1
Highways Department	-	-	-	-	2	-	-	-	-	2
Home Affairs Department	-	-	-	2	9	-	-	-	2	9

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Senior Professional (Sr Prof) Rank	Professional / Assistant Professional (Prof / Asst Prof) Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Housing Authority	-	-	9	63	177	-	-	9	65	182
Judiciary	-	-	-	1	-	-	-	-	1	-
Leisure and Cultural Services Department	-	-	-	1	-	-	-	-	1	-
Social Welfare Department	-	-	-	2	5	-	-	-	2	5
Total	-	7	22	140	332	-	7	22	139	338

Building Surveyor

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Buildings Department	-	4	16	87	315	-	4	16	90	317
Civil Engineering and Development Department	-	-	-	-	1	-	-	-	-	1
Development Bureau (Planning and Lands Branch)	-	-	-	1	-	-	-	-	1	
Development Bureau (Works Branch)	-	-	-	2	-	-	-	-	2	
Highways Department	-	-	-	1	1	-	-	-	1	1
Home Affairs Department	-	-	1	2	11	-	-	1	2	11
Housing Authority	-	-	-	3	2	-	-	-	3	2
Lands Department	-	-	-	1	1	-	-	-	1	1
Social Welfare Department	-	-	-	-	5	-	-	-	-	5
Total	-	4	17	97	336	-	4	17	100	338

Estate Surveyor

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Culture, Sports and Tourism Bureau	-	-	-	1	-	-	-	-	1	-
Development Bureau (Planning and Lands Branch)	-	-	-	4	-	-	-	-	5	-
Development Bureau (Works Branch)	-	-	-	-	1	-	-	-	-	1
Government Property Agency	-	-	2	5	11	-	-	2	5	11
Housing Authority	-	-	3	21	74	-	-	3	21	75
Lands Department	2	7	21	86	207	2	7	21	84	202
Total	2	7	26	117	293	2	7	26	116	289

Land Surveyor

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Agriculture, Fisheries and Conservation Department	-	-	-	-	1	-	-	-	-	1
Civil Engineering and Development Department	-	-	1	3	8	-	-	1	3	8
Department of Health	-	-	-	-	1	-	-	-	-	1
Development Bureau (Planning and Lands Branch)	-	-	1	3	3	-	-	1	3	3
Development Bureau (Works Branch)	-	-	-	1	1	-	-	-	1	1
Drainage Services Department	-	-	-	1	1	-	-	-	1	1
Fire Services Department	-	-	-	1	1	-	-	-	1	1
Highways Department	-	-	1	2	8	-	-	1	2	8
Home Affairs Department	-	-	-	1	2	-	-	-	1	2
Housing Authority	-	-	-	1	8	-	-	-	1	8
Lands Department	1	2	4	31	74	1	2	4	31	74
Marine Department	-	-	-	2	6	-	-	-	2	6
Water Supplies Department	-	-	-	-	1	-	-	-	-	1
Total	1	2	7	46	115	1	2	7	46	115

Maintenance Surveyor

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Architectural Services Department	-	1	4	25	64	-	1	4	25	64
Civil Aviation Department	-	-	-	1	-	-	-	-	1	-
Development Bureau (Works Branch)	-	-	-	-	2	-	-	-	-	2
Education Bureau	-	-	1	4	10	-	-	1	4	10
Government Property Agency	-	-	-	4	6	-	-	-	4	6
Housing Authority	-	-	4	32	95	-	-	4	35	101
Leisure and Cultural Services Department	-	-	-	1	1	-	-	-	1	1
Post Office	-	-	-	1	1	-	-	-	1	1
Social Welfare Department	-	-	-	1	1	-	-	-	1	1
Total	-	1	9	69	180	-	1	9	72	186

Quantity Surveyor

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Architectural Services Department	-	1	5	29	74	-	1	5	30	77
Civil Aviation Department	-	-	-	-	1	-	-	-	-	1
Civil Engineering and Development Department	-	-	-	-	2	-	-	-	-	2
Culture, Sports and Tourism Bureau	-	-	-	1	2	-	-	-	1	1
Development Bureau (Planning and Lands Branch)	-	-	-	-	2	-	-	-	-	2
Development Bureau (Works Branch)	-	-	-	2	2	-	-	-	1	2
Drainage Services Department	-	-	-	-	1	-	-	-	-	1
Education Bureau	-	-	-	1	4	-	-	-	1	4
Financial Services and the Treasury Bureau (The Treasury Branch)	-	-	-	-	1	-	-	-	-	1
Government Property Agency	-	-	-	-	1	-	-	-	-	1
Highways Department	-	-	-	1	5	-	-	-	1	5
Home Affairs Department	-	-	-	-	1	-	-	-	-	1
Housing Authority	-	-	2	19	64	-	-	2	19	64
Post Office	-	-	-	-	1	-	-	-	-	1
Social Welfare Department	-	-	-	1	5	-	-	-	1	5
Water Supplies Department	-	-	-	1	1	-	-	-	1	1
Total	-	1	7	55	167	-	1	7	55	169

Valuation Surveyor

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Government Property Agency	-	-	3	10	27	-	-	3	9	24
Rating and Valuation Department	2	4	8	27	75	2	4	8	27	76
Total	2	4	11	37	102	2	4	11	36	100

Town Planner

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Chief Secretary and Financial Secretary's Offices	-	-	-	1	-	-	-	-	1	-
Civil Engineering and Development Department	-	1	1	4	3	-	1	1	4	3
Culture, Sports and Tourism Bureau	-	-	-	2	-	-	-	-	2	-
Development Bureau (Planning and Lands Branch)	-	1	-	12	3	-	1	-	11	3
Development Bureau (Works Branch)	1	-	-	2	1	1	-	-	2	1
Environment and Ecology Bureau (Environment Branch)	-	-	-	1	2	-	-	-	1	2
Planning Department	3	6	18	85	198	3	6	18	87	201
Transport and Logistics Bureau	-	-	-	2	-	-	-	-	2	-
Total	4	8	19	109	207	4	8	19	110	210

Planning Officer

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Housing Authority	-	-	2	16	43	-	-	2	16	45
Total	-	-	2	16	43	-	-	2	16	45

Landscape Architect

Bureau / Department	2022-23					2023-24				
	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank	Above D2	D2	D1	Sr Prof Rank	Prof / Asst Prof Rank
Architectural Services Department	-	-	1	5	17	-	-	1	6	17
Civil Engineering and Development Department	-	-	1	6	16	-	-	1	6	17
Culture, Sports and Tourism Bureau	-	-	-	1	1	-	-	-	1	-
Development Bureau (Planning and Lands Branch)	-	-	-	-	2	-	-	-	-	2
Development Bureau (Works Branch)	-	-	1	3	4	-	-	1	3	4
Drainage Services Department	-	-	-	1	2	-	-	-	1	2
Environment and Ecology Bureau (Environment Branch)	-	-	-	-	1	-	-	-	-	1
Government Property Agency	-	-	-	-	1	-	-	-	-	1
Highways Department	-	-	1	5	17	-	-	1	5	17
Housing Authority	-	-	-	6	24	-	-	-	6	24
Lands Department	-	-	-	1	4	-	-	-	1	4
Leisure and Cultural Services Department	-	-	-	-	1	-	-	-	-	1
Planning Department	-	-	-	2	9	-	-	-	2	9
Water Supplies Department	-	-	-	-	2	-	-	-	-	2
Total	-	-	4	30	101	-	-	4	31	101

**Strength of the grades relating to the Architectural, Surveying,
Planning and Landscape Professions in Bureaux / Departments
(position as at 31 January 2023)**

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Agriculture, Fisheries and Conservation Department	-	-	-	-	1
Architectural Services Department	-	5	18	100	258
Buildings Department	-	2	15	82	314
Civil Aviation Department	-	-	-	1	1
Civil Engineering and Development Department	-	1	3	14	34
Culture, Sports and Tourism Bureau	-	1	-	5	4
Department of Health	-	-	-	-	1
Development Bureau (Planning and Lands Branch)	-	-	2	19	15
Development Bureau (Works Branch)	1	1	2	16	19
Drainage Services Department	-	-	-	2	6
Education Bureau	-	-	1	4	17
Environment and Ecology Bureau (Environment Branch)	-	-	-	-	3
Environmental Protection Department	-	-	-	1	2
Financial Services and the Treasury Bureau (The Treasury Branch)	-	-	-	-	1
Fire Services Department	-	-	-	1	1
Government Property Agency			5	17	50

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Health Bureau	-	-	-	-	1
Highways Department			1	8	31
Home Affairs Department	-	-	1	4	24
Housing Authority	-	-	19	149	477
Judiciary	-	-	-	1	-
Lands Department	3	8	17	119	288
Leisure and Cultural Services Department	-	-	-	2	2
Marine Department	-	-	-	2	6
Planning Department	3	6	15	80	205
Post Office	-	-	-	1	2
Rating and Valuation Department	2	3	7	15	73
Social Welfare Department	-	-	-	2	18
Transport and Logistics Bureau	-	-	-	2	-
Water Supplies Department	-	-	-	1	4
Total	9	27	106	648	1 858

**Strength of the grades relating to
the Architectural, Surveying, Planning and Landscape Professions in Bureaux / Departments**

**Breakdown by grades
(position as at 31 January 2023)**

Architect

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Architectural Services Department	-	2	10	42	107
Civil Engineering and Development Department	-	-	-	2	6
Culture, Sports and Tourism Bureau	-	1	-	1	-
Development Bureau (Planning and Lands Branch)	-	-	-	1	4
Development Bureau (Works Branch)	-	1	-	7	9
Drainage Services Department	-	-	-	-	1
Education Bureau	-	-	-	1	1
Environment and Ecology Bureau (Environment Branch)	-	-	-	-	2
Environmental Protection Department	-	-	-	1	1
Government Property Agency	-	-	2	2	5
Health Bureau	-	-	-	-	1
Highways Department	-	-	-	-	2
Home Affairs Department	-	-	-	1	10
Housing Authority	-	-	8	57	175
Judiciary	-	-	-	1	-
Leisure and Cultural Services Department	-	-	-	1	-

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Social Welfare Department	-	-	-	-	7
Total	-	4	20	117	331

Building Surveyor

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Buildings Department	-	2	15	82	314
Civil Engineering and Development Department	-	-	-	-	1
Development Bureau (Planning and Lands Branch)	-	-	-	1	-
Development Bureau (Works Branch)	-	-	-	2	-
Highways Department	-	-	-	1	1
Home Affairs Department	-	-	1	2	11
Housing Authority	-	-	-	3	2
Lands Department	-	-	-	1	1
Social Welfare Department	-	-	-	-	5
Total	-	2	16	92	335

Estate Surveyor

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Culture, Sports and Tourism Bureau	-	-	-	1	-
Development Bureau (Planning and Lands Branch)	-	-	-	4	-
Government Property Agency	-	-	2	4	11
Housing Authority	-	-	3	18	71
Lands Department	2	7	14	86	210
Total	2	7	19	113	292

Land Surveyor

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Agriculture, Fisheries and Conservation Department	-	-	-	-	1
Civil Engineering and Development Department	-	-	1	4	8
Department of Health	-	-	-	-	1
Development Bureau (Planning and Lands Branch)	-	-	1	3	3
Development Bureau (Works Branch)	-	-	-	1	1
Drainage Services Department	-	-	-	1	1
Fire Services Department	-	-	-	1	1
Highways Department	-	-	1	2	8
Home Affairs Department	-	-	-	1	2
Housing Authority	-	-	-	1	8
Lands Department	1	1	3	31	74
Marine Department	-	-	-	2	6
Water Supplies Department	-	-	-	-	1
Total	1	1	6	47	115

Maintenance Surveyor

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Architectural Services Department	-	1	4	24	65
Civil Aviation Department	-	-	-	1	-
Development Bureau (Works Branch)	-	-	-	-	2
Education Bureau	-	-	1	2	12
Environmental Protection Department	-	-	-	-	1
Government Property Agency	-	-	-	4	6
Housing Authority	-	-	4	33	99
Leisure and Cultural Services Department	-	-	-	1	1
Post Office	-	-	-	1	1
Social Welfare Department	-	-	-	1	1
Total	-	1	9	67	188

Quantity Surveyor

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Architectural Services Department	-	2	3	30	70
Civil Aviation Department	-	-	-	-	1
Culture, Sports and Tourism Bureau	-	-	-	1	2
Civil Engineering and Development Department	-	-	-	-	1
Development Bureau (Planning and Lands Branch)	-	-	-	-	2
Development Bureau (Works Branch)	-	-	-	2	2
Drainage Services Department	-	-	-	-	1
Education Bureau	-	-	-	1	4
Financial Services and the Treasury Bureau (The Treasury Branch)	-	-	-	-	1
Government Property Agency	-	-	-	-	1
Highways Department	-	-	-	1	4
Home Affairs Department	-	-	-	-	1
Housing Authority	-	-	2	15	66
Post Office	-	-	-	-	1
Social Welfare Department	-	-	-	1	5
Water Supplies Department	-	-	-	1	1
Total	-	2	5	52	163

Valuation Surveyor

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Government Property Agency	-	-	1	7	26
Rating and Valuation Department	2	3	7	15	73
Total	2	3	8	22	99

Town Planner

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Civil Engineering and Development Department	-	1	1	4	2
Culture, Sports and Tourism Bureau	-	-	-	2	-
Development Bureau (Planning and Lands Branch)	-	-	1	10	4
Development Bureau (Works Branch)	1	-	-	1	2
Environment and Ecology Bureau (Environment Branch)	-	-	-	-	1
Planning Department	3	6	15	79	196
Transport and Logistics Bureau	-	-	-	2	-
Total	4	7	17	98	205

Planning Officer

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Housing Authority	-	-	2	16	32
Total	-	-	2	16	32

Landscape Architect

Bureau / Department	Above D2	D2	D1	Senior Professional Rank	Professional / Assistant Professional Rank
Architectural Services Department	-	-	1	4	16
Civil Engineering and Development Department	-	-	1	4	16
Culture, Sports and Tourism Bureau	-	-	-	-	2
Development Bureau (Planning and Lands Branch)	-	-	-	-	2
Development Bureau (Works Branch)	-	-	2	3	3
Drainage Services Department	-	-	-	1	3
Government Property Agency	-	-	-	-	1
Highways Department	-	-	-	4	16
Housing Authority	-	-	-	6	24
Lands Department	-	-	-	1	3
Leisure and Cultural Services Department	-	-	-	-	1
Planning Department	-	-	-	1	9
Water Supplies Department	-	-	-	-	2
Total	-	-	4	24	98

**Estimated Number of Retirees in Grades Relating to the
Architectural, Surveying, Planning and Landscape Professions
in 2022-23 and 2023-24**

Grade	Estimated Number of Retirees	
	2022-23	2023-24
Architect	15	18
Building Surveyor	6	7
Estate Surveyor	13	21
Land Surveyor	4	7
Maintenance Surveyor	11	7
Quantity Surveyor	7	4
Valuation Surveyor	3	1
Town Planner	9	12
Planning Officer	1	1
Landscape Architect	1	3

Annex F

**Number of Eligible Civil Servants who had taken the Option in
Major Bureaux/Departments with Grades relating to
the Architectural, Surveying, Planning and Landscape professions
(As at 16 September 2020, i.e. Expiry of Option Period)**

Bureau / Department	Number of Eligible Civil Servants	Number of Eligible Civil Servants who had taken the Option
Architectural Services Department	518	438
Buildings Department	881	770
Development Bureau	256	168
Government Property Agency	76	64
Housing Department	2 608	2 255
Lands Department	1 282	1 139
Planning Department	207	150
Rating and Valuation Department	172	132

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 1360)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the employment of non-civil service contract (NCSC) staff, please advise this Committee on the following:

- (1) the numbers of NCSC staff employed by various bureaux/departments/offices in the past 3 years, broken down by mode of appointment (full-time/part-time) and work type;
- (2) the numbers of NCSC staff in various bureaux/departments/offices with continuous service of less than 3 years, 3 years to less than 5 years, 5 years to less than 10 years and 10 years or more, and their percentages to the total number of NCSC staff in the past 3 years, broken down by mode of appointment (full-time/part-time) and work type; of these, the numbers of NCSC staff with continuous service of 5 years or more in the same position and their percentages to the total number of NCSC staff; and
- (3) the numbers of positions recruited on NCSC terms for 5 years or more in various bureaux/departments/offices to date, broken down by mode of appointment (full-time/part-time) and work type.

Asked by: Hon WONG Kwok, Kingsley (LegCo internal reference no.: 12)

Reply:

The breakdown of the number of full-time ^(Note 1) and part-time ^(Note 2) non-civil service contract (NCSC) staff by bureaux/departments/offices and work types in the past three years (i.e. from 2020 to 2022, as at 30 June) is set out in **Annex A**.

The breakdown of the number of full-time NCSC staff by bureaux/departments/offices, work types, length of continuous service ^(Note 3) and their percentage to the total number of NCSC staff in the past three years (i.e. from 2020 to 2022, as at 30 June) is set out in **Annex B**.

The number of full-time NCSC staff with continuous service of five years or more in the same position in the past three years (i.e. from 2020 to 2022, as at 30 June) is 2 345, 2 415 and 2 289 respectively, representing 21%, 20% and 23% of the total number of full-time NCSC staff in the respective years.

Civil Service Bureau does not maintain statistical record on the length of continuous service of part-time NCSC staff employed by bureaux/departments/offices.

- Note 1: “Full-time” employment means employment under a “continuous contract” as defined by the Employment Ordinance (EO). According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.
- Note 2: “Part-time” employment means employment whereby the number of working hours of the NCSC staff is less than those under a “continuous contract” as defined by the EO. The number of part-time NCSC staff set out at Annex A refers to those with employment contractual relations with the user B/Ds as at 30 June 2020, 30 June 2021 and 30 June 2022, and only some of them were called upon to perform duty on that date.
- Note 3: “Continuous service” refers to employment in the same B/D without a break in service, including those who have changed different NCSC positions during the service.

**Breakdown of non-civil service contract (NCSC) staff
by bureaux/departments/offices and work types**

Table 1: Number of NCSC staff by bureaux/departments/offices

(Since the table below shows the situation as of 30 June 2022, the names of the relevant bureau/departments shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau/Department	Full-time			Part-time		
	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Agriculture, Fisheries and Conservation Department	178	104	120	112	103	87
Architectural Services Department	30	30	42	13	12	9
Auxiliary Medical Service	1			-		
Buildings Department	126	83	70	-	-	-
Census and Statistics Department	368	1 420	166	-	-	-
Chief Executive's Office	5	4	5	-	-	-
Chief Secretary and Financial Secretary's Offices	34	63	31	2	2	2
Civil Aid Service	27	3	2	-	-	-
Civil Aviation Department	3	6	7	86	84	109
Civil Engineering and Development Department	15	33	50	-	-	-
Civil Service Bureau	1	9	2	4	5	5
Commerce and Economic Development Bureau	37	35	35	6	6	5
Companies Registry	126	125	135	-	-	-
Constitutional and Mainland Affairs Bureau	8	7	7	-	-	-
Correctional Services Department	5	4	5	9	3	2

Bureau/Department	Full-time			Part-time		
	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Customs and Excise Department	10	5	8	-	-	-
Department of Health	373	494	311	349	421	335
Department of Justice	40	37	44	-	-	-
Development Bureau	71	70	56	1	1	1
Drainage Services Department	73	75	48	-	-	-
Education Bureau	1 292	1 293	1 295	90	128	125
Efficiency Office	473	529	486	148	122	143
Electrical and Mechanical Services Department	738	743	714	-	-	-
Environment Bureau	5	5	5	-	-	-
Environmental Protection Department	101	220	181	115	110	108
Financial Services and the Treasury Bureau	5	5	4	-	-	-
Fire Services Department	27	26	16	244	205	235
Food and Environmental Hygiene Department	158	157	134	-	-	-
Food and Health Bureau	30	53	89	-	1	9
Government Flying Service	4	6	6	2	2	7
Government Laboratory	14	12	11	-	-	-
Government Logistics Department	26	26	27	-	-	-
Government Property Agency	5	3	3	-	-	-
Highways Department	51	33	27	-	-	-
Home Affairs Bureau	128	163	90	1	2	2
Home Affairs Department	540	453	462	389	511	1 287

Bureau/Department	Full-time			Part-time		
	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Hong Kong Observatory	21	19	15	-	-	-
Hong Kong Police Force	14	17	19	6	5	5
Hongkong Post	1 590	1 523	1 397	-	-	-
Immigration Department	567	574	571	-	-	-
Information Services Department	23	21	21	1	1	1
Inland Revenue Department	163	165	202	-	-	-
Innovation and Technology Bureau	2	3	4	-	-	-
Innovation and Technology Commission	38	28	27	3	2	1
Intellectual Property Department	13	9	9	6	6	3
Invest Hong Kong	89	91	86	-	-	-
Judiciary	113	129	173	5	1	14
Labour and Welfare Bureau	27	25	24	1	-	-
Labour Department	38	31	31	4	4	4
Land Registry	75	71	48	-	-	-
Lands Department	88	99	91	-	-	-
Legal Aid Department	8	7	4	-	-	-
Leisure and Cultural Services Department	680	664	602	4 662	4 410	3 964
Marine Department	4	4	5	10	7	5
Office of the Communications Authority	153	132	133	-	-	-
Office of the Government Chief Information Officer	3	2	4	-	-	-
Official Receiver's Office	19	17	13	-	-	-
Planning Department	22	25	21	-	-	-

Bureau/Department	Full-time			Part-time		
	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
Radio Television Hong Kong	162	143	138	314	184	133
Rating and Valuation Department	36	40	74	-	-	-
Registration and Electoral Office	1 125	1 112	776	-	-	-
Security Bureau	37	37	28	-	-	-
Social Welfare Department	74	84	71	180	161	142
Trade and Industry Department	48	53	49	-	-	-
Transport and Housing Bureau	8	10	17	-	-	-
Transport Department	53	49	45	56	43	44
Treasury	56	43	32	-	-	-
University Grants Committee Secretariat	28	29	22	-	-	-
Water Supplies Department	57	58	51	-	-	-
Working Family and Student Financial Assistance Agency	465	361	406	-	-	-
Total	11 027	12 009	9 903	6 819	6 542	6 787

Table 2: Number of NCSC staff by work types

Work types	Full-time			Part-time		
	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022	Position as at 30 June 2020	Position as at 30 June 2021	Position as at 30 June 2022
General / Clerical support staff	2 150	2 037	1 734	571	829	1 627
Administration / Executive support / Project co-ordination staff	1 762	1 801	1 620	80	75	80
Customer services / Public relations staff	1 230	1 269	1 211	698	307	284
Inspectorate / Technical support staff	1 243	1 235	939	380	325	310
Non-skilled staff	1 106	1 112	999	33	29	25
Professionals / Professional support staff	822	863	853	283	361	307
Postal services staff	845	809	738	-	-	-
Research / Research support staff	326	1 385	157	-	1	2
Education staff	497	484	504	67	87	82
IT support staff	436	417	397	-	-	-
Leisure and culture services staff	264	260	439	4 663	4 411	3 965
Others	346	337	312	44	117	105
Total	11 027	12 009	9 903	6 819	6 542	6 787

**Breakdown of full-time non-civil service contract (NCSC) staff
by bureaux/departments/offices, work types and length of continuous service and
their percentage to the total number of NCSC staff**

Table 1: Number of full-time NCSC staff by bureaux/departments/offices

(Since the table below shows the situation as of 30 June 2022, the names of the relevant bureau/departments shown are the previous names before the government reorganisation on 1 July 2022.)

Bureau/Department	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Agriculture, Fisheries and Conservation Department	145	19	10	4	80	13	6	5	91	22	4	3
Architectural Services Department	19	10	1	-	21	2	7	-	39	-	3	-
Auxiliary Medical Service	1	-	-	-	-	-	-	-	-	-	-	-
Buildings Department	76	9	31	10	45	-	29	9	29	9	10	22
Census and Statistics Department	367	1	-	-	1 420	-	-	-	162	4	-	-

Bureau/Department	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Chief Executive's Office	2	3	-	-	1	3	-	-	2	1	2	-
Chief Secretary and Financial Secretary's Offices	31	1	2	-	49	12	2	-	16	13	2	-
Civil Aid Service	27	-	-	-	3	-	-	-	2	-	-	-
Civil Aviation Department	-	-	3	-	4	-	1	1	5	-	1	1
Civil Engineering and Development Department	8	3	2	2	28	2	2	1	42	4	3	1
Civil Service Bureau	-	1	-	-	8	-	1	-	2	-	-	-
Commerce and Economic Development Bureau	11	8	11	7	14	5	8	8	22	-	5	8
Companies Registry	98	15	13	-	84	28	13	-	82	40	13	-
Constitutional and Mainland Affairs Bureau	8	-	-	-	7	-	-	-	7	-	-	-
Correctional Services Department	3	1	1	-	3	-	1	-	4	-	1	-

Bureau/Department	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Customs and Excise Department	8	1	1	-	4	-	1	-	5	2	1	-
Department of Health	87	27	66	193	216	17	53	209	58	11	31	211
Department of Justice	20	7	12	1	20	2	13	1	31	5	8	-
Development Bureau	50	10	10	1	43	14	11	2	25	16	13	2
Drainage Services Department	34	11	20	8	41	2	23	9	19	5	14	10
Education Bureau	951	151	118	72	898	196	125	74	891	184	151	69
Efficiency Office	229	64	89	91	271	69	84	105	228	74	87	97
Electrical and Mechanical Services Department	83	180	163	312	88	209	133	313	58	205	151	300
Environment Bureau	4	1	-	-	2	3	-	-	3	2	-	-
Environmental Protection Department	77	12	11	1	199	11	10	-	161	10	10	-

Bureau/Department	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Financial Services and the Treasury Bureau	4	1	-	-	5	-	-	-	3	1	-	-
Fire Services Department	18	5	3	1	17	4	4	1	7	5	3	1
Food and Environmental Hygiene Department	94	21	23	20	97	20	20	20	73	26	18	17
Food and Health Bureau	24	2	2	2	46	2	3	2	77	7	3	2
Government Flying Service	3	-	-	1	4	1	-	1	3	2	-	1
Government Laboratory	7	2	3	2	3	4	3	2	3	2	1	5
Government Logistics Department	5	3	9	9	6	1	10	9	8	1	9	9
Government Property Agency	4	1	-	-	2	-	1	-	2	1	-	-
Highways Department	38	5	7	1	18	7	7	1	7	13	5	2
Home Affairs Bureau	118	2	5	3	155	1	4	3	62	22	3	3

Bureau/Department	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Home Affairs Department	420	41	52	27	304	66	51	32	299	77	44	42
Hong Kong Observatory	21	-	-	-	16	3	-	-	10	5	-	-
Hong Kong Police Force	5	6	3	-	10	2	5	-	12	2	5	-
Hongkong Post	381	148	304	757	272	192	302	757	181	192	288	736
Immigration Department	540	5	3	19	546	3	5	20	397	148	4	22
Information Services Department	7	4	10	2	5	3	11	2	5	2	11	3
Inland Revenue Department	149	2	8	4	133	19	8	5	149	42	6	5
Innovation and Technology Bureau	2	-	-	-	3	-	-	-	3	1	-	-
Innovation and Technology Commission	17	8	3	10	10	7	2	9	8	5	5	9
Intellectual Property Department	8	1	1	3	1	5	1	2	5	3	-	1
Invest Hong Kong	36	7	12	34	35	11	11	34	20	21	10	35

Bureau/Department	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Judiciary	80	8	11	14	80	27	10	12	122	29	10	12
Labour and Welfare Bureau	15	3	8	1	14	3	7	1	14	3	4	3
Labour Department	6	1	3	28	7	1	1	22	9	-	1	21
Land Registry	43	4	6	22	45	1	7	18	27	-	4	17
Lands Department	69	17	2	-	85	12	2	-	74	16	1	-
Legal Aid Department	8	-	-	-	7	-	-	-	4	-	-	-
Leisure and Cultural Services Department	419	20	60	181	429	20	38	177	386	29	31	156
Marine Department	1	1	2	-	-	1	3	-	2	1	2	-
Office of the Communications Authority	62	22	34	35	42	21	33	36	48	18	32	35
Office of the Government Chief Information Officer	1	-	2	-	2	-	-	-	3	1	-	-
Official Receiver's Office	12	4	-	3	8	6	-	3	7	4	-	2

Bureau/Department	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Planning Department	8	7	5	2	11	5	7	2	10	3	6	2
Radio Television Hong Kong	79	29	33	21	62	33	32	16	60	27	34	17
Rating and Valuation Department	29	2	2	3	32	3	2	3	67	2	3	2
Registration and Electoral Office	969	70	76	10	951	31	121	9	545	131	90	10
Security Bureau	23	9	2	3	21	12	1	3	10	10	6	2
Social Welfare Department	53	14	6	1	66	4	14	-	51	6	14	-
Trade and Industry Department	13	4	15	16	20	3	15	15	20	-	13	16
Transport and Housing Bureau	3	5	-	-	5	4	1	-	12	1	4	-
Transport Department	40	3	7	3	37	4	4	4	19	17	4	5
Treasury	55	-	1	-	41	1	1	-	27	4	-	1
University Grants Committee Secretariat	22	2	1	3	24	2	1	2	15	4	-	3

Bureau/Department	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Water Supplies Department	23	2	12	20	28	1	12	17	18	9	6	18
Working Family and Student Financial Assistance Agency	308	80	25	52	216	23	70	52	230	61	67	48
Total (Percentage to total no. of NCSC staff)	6 581 (60%)	1 106 (10%)	1 325 (12%)	2 015 (18%)	7 470 (62%)	1 157 (10%)	1 353 (11%)	2 029 (17%)	5 098 (51%)	1 561 (16%)	1 257 (13%)	1 987 (20%)

Table 2: Number of full-time NCSC staff by work types

Work types	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
General / Clerical Support	1 386	181	226	357	1 279	128	261	369	879	271	203	381
Administration / Executive support / Project co-ordination staff	1 367	161	141	93	1 365	181	154	101	1 141	233	149	97
Customer services / Public relations staff	885	98	112	135	908	107	117	137	709	253	119	130
Inspectorate / Technical support staff	642	221	183	197	671	229	149	186	342	248	169	180
Non-skilled staff	363	149	200	394	363	135	216	398	253	147	218	381
Professionals / Professional support staff	549	104	107	62	586	89	127	61	572	119	95	67
Postal services staff	205	65	173	402	151	97	163	398	114	85	153	386

Work types	Length of continuous service											
	Position as at 30 June 2020				Position as at 30 June 2021				Position as at 30 June 2022			
	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more	less than 3 years	3 years to less than 5 years	5 years to less than 10 years	10 years or more
Research / Research support staff	312	6	7	1	1 371	5	8	1	145	4	2	6
Education staff	416	36	25	20	375	65	21	23	403	53	27	21
IT support staff	173	31	70	162	136	58	62	161	116	69	58	154
Leisure and culture services staff	115	13	22	114	127	15	12	106	319	25	11	84
Others	168	41	59	78	138	48	63	88	105	54	53	100
Total (Percentage to total no. of NCSC staff)	6 581 (60%)	1 106 (10%)	1 325 (12%)	2 015 (18%)	7 470 (62%)	1 157 (10%)	1 353 (11%)	2 029 (17%)	5 098 (51%)	1 561 (16%)	1 257 (13%)	1 987 (20%)

- End -

CONTROLLING OFFICER'S REPLY

CSB076

(Question Serial No. 1361)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

In Matters Requiring Special Attention in 2023-24, the Government mentioned that it will review and update the Civil Service Code to ensure civil servants uphold the same set of core values and guiding principles and to assist civil servants in understanding their responsibilities, and guide their daily work, decision-making and conduct. In this connection, what are the details and implementation timetable of the review and update?

Asked by: Hon WONG Kwok, Kingsley (LegCo internal reference no.: 13)

Reply:

The Civil Service Code (the “Code”) was promulgated in 2009 and has been in place until now. As Hong Kong reaches the crucial stage of advancing to prosperity, the expectations and demands of the community towards civil servants have continuously grown. The Civil Service Bureau has commenced reviewing and updating the Code to ensure civil servants uphold the same set of core values and standard of conducts.

We are in the process of reviewing and updating the Code, and will issue the updated Code to the staff side for consultation upon completion of the review and update.

- End -

CONTROLLING OFFICER'S REPLY

CSB077

(Question Serial No. 2403)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Please provide the numbers of civil servants and temporary staff employed by various government departments in the past 5 years, broken down by race and gender;

Please provide the numbers of civil servants and temporary staff in various salary bands (The salary bands are namely 1. Directorate level: Directorate Pay Scale D1 and above or equivalent; 2. Upper level: Above Master Pay Scale (MPS) Point 33 to Police Pay Scale Point 54b or equivalent; 3. Middle level: MPS Points 10 to 33 or equivalent; and 4. Below MPS Point 10 or equivalent) in the past 5 years, broken down by race and gender; and

Please provide the numbers of civil servants in various grades in the following government departments in the past 5 years, broken down by race and gender:

Disciplined Services:
Independent Commission Against Corruption
Hong Kong Police Force
Correctional Services Department
Customs and Excise Department
Fire Services Department
Government Flying Service
Immigration Department
Civil Aid Service
Auxiliary Medical Service

Department of Health
Housing Department
Labour Department
Social Welfare Department
Home Affairs Department
Judiciary

Asked by: Hon ZHANG Xinyu, Gary (LegCo internal reference no.: 23)

Reply:

Over the years, there has been a rising trend of female participation in the civil service. In the past 5 years, the proportion of female civil servants at directorate ranks rose from 37.8% in 2017-18 to 41% in 2021-22.

The number of civil servants and full-time Non-civil Service Contract (NCSC) staff, with breakdown by gender in the past 5 years, is set out at **Annex A**.

The number of civil servants, with breakdown by salary group in 2018 to 2022, is set out at **Annex B**. The Civil Service Bureau does not collect information of NCSC staff by salary range and gender as mentioned in the question.

The number of civil servants of the specified government departments, with breakdown by gender in 2018 to 2022, is set out at **Annex C**.

Given that neither applicants for Government jobs nor serving Government employees are required to declare their ethnic origins, we do not possess the relevant statistical information.

Number of Civil Servants by Gender from 2018 to 2022

Year (as at 31 March)	Number of Male Civil Servants	Number of Female Civil Servants	Total
2018	106 832	64 626	171 458
2019	108 478	66 424	174 902
2020	109 217	68 439	177 656
2021	108 719	68 845	177 564
2022	107 757	68 487	176 244

Number of Full-time NCSC Staff by Gender from 2018 to 2022

Year (as at 30 June)	Number of Male NCSC staff	Number of Female NCSC Staff	Total
2018	5 019	4 754	9 773
2019	5 096	5 348	10 444
2020	5 266	5 761	11 027
2021	5 528	6 481	12 009
2022	4 948	4 955	9 903

Note: “Full-time” employment means employment under a “continuous contract” as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

**Number of Civil Servants by Gender and Salary Group
from 2018 to 2022**

Salary Group	Gender	Year (as at 31 March)				
		2018	2019	2020	2021	2022
Directorate	Male	861	863	843	838	834
	Female	524	530	535	563	579
Upper ^{Note 1}	Male	12 855	13 138	13 502	13 672	13 686
	Female	8 045	8 401	8 813	9 126	9 224
Middle/ Lower ^{Note 2}	Male	93 116	94 477	94 872	94 209	93 237
	Female	56 057	57 493	59 091	59 156	58 684
Total		171 458	174 902	177 656	177 564	176 244

Note 1 : The group of upper ranks includes ranks with maximum salary between Master Pay Scale (MPS) Points 34 to 49 or equivalent.

Note 2 : The group of middle and lower ranks covers ranks with maximum salary below MPS Point 34 or equivalent. We do not collect separate breakdown figures for the middle and lower ranks.

**Number of Civil Servants of the following Departments by Gender
from 2018 to 2022**

Department	Year (as at 31 March)									
	2018		2019		2020		2021		2022	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Hong Kong Police Force	25 897	7 805	25 800	7 906	25 287	7 958	24 319	7 735	23 896	7 646
Correctional Services Department	5 303	1 457	5 100	1 460	5 127	1 504	5 082	1 509	5 097	1 529
Customs and Excise Department	4 705	1 550	5 284	1 677	5 372	1 740	5 378	1 792	5 269	1 782
Fire Services Department	10 004	518	10 186	521	10 156	539	10 415	534	10 557	549
Government Flying Service	206	46	200	52	221	52	237	57	241	59
Immigration Department	4 985	2 941	5 376	3 275	5 432	3 385	5 382	3 398	5 209	3 317
Civil Aid Service	58	40	56	43	54	45	54	46	54	47
Auxiliary Medical Service	52	44	48	50	46	50	51	46	54	45
Department of Health	1 585	4 540	1 595	4 597	1 698	4 828	1 690	4 849	1 656	4 761
Housing Department	5 667	3 158	5 743	3 309	5 729	3 402	5 705	3 448	5 773	3 480
Labour Department	908	1 425	967	1 444	982	1 457	988	1 452	1 013	1 493
Social Welfare Department	1 883	3 973	1 945	4 134	1 982	4 247	1 998	4 268	2 012	4 270
Home Affairs Department	785	1 226	824	1 239	878	1 306	887	1 297	897	1 294
Judiciary	563	1 078	568	1 081	600	1 126	635	1 136	622	1 115

Note: We do not have the relevant information of the Independent Commission Against Corruption.

- End -

CONTROLLING OFFICER'S REPLY**CSB078****(Question Serial No. 1154)**Head: (46) General Expenses of the Civil ServiceSubhead (No. & title): (011) Civil service examinationsProgramme: General Expenses of the Civil ServiceControlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

- (a) Please provide the numbers of overseas and local candidates taking the Common Recruitment Examination and other examinations conducted by the Civil Service Bureau in the past 3 years;
- (b) What were the details of expenditures on local and overseas civil service recruitment examinations in the past 3 years;
- (c) As the epidemic situation improves and in line with the HKSAR Government's policy of competing for talents, will consideration be given to setting up more overseas examination centres and stepping up publicity on overseas civil service recruitment in the next 3 years? If yes, what are the details; if no, what are the reasons?

Asked by: Hon LAM Kin-fung, Jeffrey (LegCo internal reference no.: 15)Reply:

- (a) The numbers of candidates taking the Common Recruitment Examination and other examinations conducted by the Civil Service Bureau in Hong Kong and cities outside Hong Kong in the past 3 years are provided below:

Year	Number of candidates taking the examinations in Hong Kong	Number of candidates taking the examinations outside Hong Kong
2020	65 077	484
2021	46 391	520
2022	75 184	906

- (b) The actual expenditures of the Civil Service Bureau on the examinations mentioned in (a) above in the years from 2019-20 to 2021-22 are set out below:

Financial Year	Actual total expenditure on the examinations held in Hong Kong (\$'000)	Actual total expenditure on the examinations held outside Hong Kong (\$'000)
2019-20	around 9,520	around 750
2020-21	around 16,910	around 870
2021-22	around 13,120	around 1,060

- (c) For the convenience of candidates studying or residing outside Hong Kong, the Civil Service Bureau generally conducts the Common Recruitment Examination and Basic Law and National Security Law Test (Degree/Professional Grades), as well as the Joint Recruitment Examination for Administrative Officer, Executive Officer II and relevant posts in seven cities outside Hong Kong (namely Beijing, London, San Francisco, New York, Toronto, Vancouver and Sydney). In view of the development of the epidemic, the examination originally scheduled to be held in Beijing last year was conducted in Shanghai. Consideration is being given to including Shanghai as one of the examination venues for the recruitment exercise in 2023-24. We will continue to consider whether there is a need to adjust the location and number of examination venues outside Hong Kong having regard to various factors such as expected number of candidates, venues, manpower arrangements and logistic support.

Regarding recruitment outside the city, individual departments or grades will arrange for publicity outside Hong Kong as necessary.

- End -

CONTROLLING OFFICER'S REPLY

CSB079

(Question Serial No. 0900)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (025) Long and Meritorious Service Travel Award Scheme

Programme: General Expenses of the Civil Service

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

The Long and Meritorious Service Travel Award Scheme aims at giving recognition to officers with a continuous service of 20 years or more and a track record of consistently very good performance. The award is given in the form of a grant to selected local non-directorate officers and their travelling companions. In this regard, will the Government inform this Committee of the following:

- 1) the assessment indicators for the Government to ascertain that the awardee has consistently very good performance;
- 2) the amount granted to each awardee on average in each of the past 5 years and 2023-24;
- 3) the items mainly covered by the grant on a reimbursement basis, any restriction or spending limit on such items (e.g. whether the awardee can choose to fly on business/first class or rent a presidential suite) in each of the past 5 years;
- 4) the number of and requirements on the awardee's travelling companions, and if there are actually more travelling companions than the number sponsored, any deduction from the reimbursed spending amount on a pro rata basis to make up for the shortfall;
- 5) a breakdown of the number of awardees by years of service in each of the past 5 years;
- 6) a breakdown of the number of awardees by rank in each of the past 5 years;
- 7) a breakdown of the total number of days the awardees spent in their chosen destinations by country in each of the past 5 years;
- 8) a breakdown of the number of awardees by the proportion of the amount of grant they actually received to the maximum amount of grant to which they were entitled (100%, above 90%, 80% to 90% and so on) in each of the past 5 years; and
- 9) the reason for an estimated drop to 2 690 awardees in 2023 against an estimated increase to \$109,331,000 in the expenditure in 2023-24, given that the actual number of awardees in 2021 was 2 704 and the actual expenditure was \$81,333,000 in 2021-22.

Asked by: Hon LEE Tsz-king, Dominic (LegCo internal reference no.: 2)

Reply:

- 1-7) The Long and Meritorious Service Travel Award Scheme (Scheme) aims at recognising long and meritorious service of serving civil servants. All local non-directorate officers with a service of 20 years or more, and who have not received any government travel awards before and have a track record of consistently very good performance according to the ratings in their appraisal reports are eligible for consideration for the grant of an award.

The award amount granted to the awardees and their travelling companions is the same. The maximum amount of award in the past 5 years is tabulated below:

Year	Maximum amount of travel award per awardee or travelling companion (\$)
2018-19	24,320
2019-20	26,140
2020-21	27,470
2021-22	27,470
2022-23	27,470

Awardees and their travelling companions can use the travel awards on a fully accountable basis up to a maximum amount to cover their respective travelling expenses, including air fares, accommodation, transportation, meals, etc. but excluding the purchase of durable goods and souvenirs. As regards individual expenditure items which also involve other people on the same trip, awardees and their nominated travelling companions can claim their amount of travel awards only according to their share of expenditure.

All awardees of the Scheme are non-directorate officers. The number of awards is determined based on the number of eligible officers meeting the service requirement and allocated to each bureau/department on the basis of 1 award for every 27 eligible officers (ratio of 1:27). Awardees and their travelling companions can use the travel awards to travel to any places outside Hong Kong. This Bureau has not collected or recorded any information on the travel destinations or days of trips.

- 8) Travel awards are granted to each awardee subject to a maximum amount. We have not kept any information on the percentage of the amount of travel award reimbursed on an accountable basis out of the maximum amount of grant for individual awardees.
- 9) Before 2020, awardees were required to use their travel awards within the year of the award. However, in the past few years, the awardees were unable to travel to places outside Hong Kong as outbound travel was severely affected due to the COVID-19 epidemic. The actual expenditure was thus lower than usual in 2020-21 and 2021-22. Special arrangements have been adopted, including extending the validity period of the awards to 31 March 2024 for the awardees of 2020 to 2022 (the award amount remained unchanged). With the gradual resumption of outbound travel, it is anticipated that

these awardees will be more likely to take outbound travel and claim reimbursement in 2023-24. As the amount to be claimed for reimbursement is expected to increase, a provision of \$191 million has been earmarked in 2023-24 to meet the relevant expenditure.

- End -

CONTROLLING OFFICER'S REPLY**CSB080****(Question Serial No. 0901)**Head: (46) General Expenses of the Civil ServiceSubhead (No. & title): (-) Not SpecifiedProgramme: General Expenses of the Civil ServiceControlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

Civil servants are crucial to the operation of the Government. In this connection, will the Government inform this Committee of the following information for the past 5 years:

1. the numbers of recruits to civil service positions;
2. the numbers of civil servants leaving the service and reasons, broken down by grade in table form;
3. the numbers of candidates taking each paper of the Common Recruitment Examination, the absence rates and results;
4. the numbers of candidates taking the Joint Recruitment Examination for Administrative Officer, Executive Officer II and Relevant Posts, the absence rates, passing rates for the Chinese written test, English written test and interview and admission rates; and
5. the numbers of candidates taking the Basic Law and National Security Law Test (BLNST), the absence rates, passing rates and average results attained by candidates taking BLNST set out in table form.

Asked by: Hon LEE Tsz-king, Dominic (LegCo internal reference no.: 3)Reply:

1. The recruitment figures from 2017-18 to 2021-22 are as follows –

Financial Year	2017-18	2018-19	2019-20	2020-21	2021-22
Appointment to the Civil Service	14 260	14 657	13 545	11 576	11 367

2. From 2017-18 to 2021-22, the numbers of wastage of civil servants were 8 616, 8 557, 8 311, 8 494 and 10 487 respectively, involving an average of about 290 civil service grades each year. A breakdown of the numbers of wastage of civil servants by reason of wastage is set out below –

Reason of Wastage	2017-18	2018-19	2019-20	2020-21	2021-22
Retirement	6 660	6 507	6 137	6 137	6 310
Resignation	1 333	1 443	1 571	1 863	3 734
Completion of Agreement	449	424	404	241	153
Death	124	130	130	136	112
Dismissal	14	14	14	13	35
Termination of Service	10	14	15	31	66
Other Reasons	26	25	40	73	77
Total	8 616	8 557	8 311	8 494	10 487

3. The Common Recruitment Examination consists of three papers, namely Use of English, Use of Chinese and Aptitude Test. The numbers of eligible applicants for each paper, the absence rates and the passing rates in the past 5 years are provided below –

Use of English

Year	Number of eligible applicants for the paper	Absence Rate	Passing Rate
2018	around 34 300	around 29%	around 73%
2019	around 28 900	around 36%	around 72%
2020	around 29 600	around 28%	around 74%
2021	around 19 000	around 37%	around 72%
2022	around 22 200	around 36%	around 71%

Use of Chinese

Year	Number of eligible applicants for the paper	Absence Rate	Passing Rate
2018	around 32 400	around 26%	around 74%
2019	around 26 700	around 33%	around 75%
2020	around 28 100	around 25%	around 76%
2021	around 17 800	around 33%	around 77%
2022	around 19 800	around 31%	around 79%

Aptitude Test

Year	Number of eligible applicants for the paper	Absence Rate	Passing Rate
2018	around 36 200	around 26%	around 69%
2019	around 29 100	around 33%	around 74%
2020	around 30 300	around 25%	around 73%
2021	around 18 500	around 33%	around 68%
2022	around 21 600	around 33%	around 73%

4. The numbers of eligible applicants for the Joint Recruitment Examination for Administrative Officer, Executive Officer II and relevant posts, the absence rates, passing rates for the Chinese written test and English written test in the past 5 years are provided below –

Year	Number of eligible applicants	Absence Rate	Passing Rate for the Chinese written test	Passing Rate for the English written test
2018	around 22 300	around 31%	around 53%	around 47%
2019	around 19 600	around 36%	around 47%	around 48%
2020	around 19 700	around 34%	around 55%	around 49%
2021	around 14 600	around 35%	around 56%	around 50%
2022	around 13 000	around 38%	around 54%	around 46%

As far as the Administrative Service is concerned, among the candidates who were invited to and had attended the selection interviews in the past five years, an average of about 7% of them passed both rounds of interviews, and a total of 158 were eventually appointed as Administrative Officers.

As far as the Executive Officer Grade is concerned, among the candidates who were invited to and had attended the selection interviews in the past five years, an average of about 24% of them passed the selection interviews, and a total of around 1 320 were eventually appointed as Executive Officer II.

5. To ensure that new recruits to the civil service have basic understanding of the Basic Law and the Hong Kong National Security Law, the Government has reviewed the assessment content of the Basic Law Test and incorporated the Hong Kong National Security Law in the scope of assessment. The new assessment content has been adopted in the Basic Law and National Security Law Test (BLNST) from June 2022 onwards. For the BLNST which was held alongside the Common Recruitment Examination in 2022, the number of eligible applicants, the absent rate and the passing rate were around 58 900, 23% and over 90% respectively.

CONTROLLING OFFICER'S REPLY

CSB081

(Question Serial No. 2642)

Head: (46) General Expenses of the Civil Service

Subhead (No. & title): (-) Not Specified

Programme: General Expenses of the Civil Service

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding the Government's need to strike a balance between public spending and support to people's livelihood and economic development, will the Government inform this Committee of the following:

1. The expenses of the civil service increased by 16.1% in the Estimates. How is the increase distributed among various expenses of the civil service? Please provide a detailed breakdown.
2. What are the details of the expenses on the long and meritorious service travel award? Please provide the actual number of recipients, the ranks of recipients and the amounts received, broken down by department.
3. As to the leave passage allowance, what are the details of the actual number of recipients, the ranks of recipients and the amounts received? Please provide a detailed breakdown by department.
4. Concerning the overseas education allowance, the school passage allowance, and the mainland and local education allowance, what are the details of the actual number of recipients, the ranks of recipients and the amounts received? Please provide a detailed breakdown by department.
5. What are the purposes of the Government in providing the above allowances?

Asked by: Hon LEUNG Man-kwong (LegCo internal reference no.: 32)

Reply:

1. Under Head 46 General Expenses of the Civil Service, the provision for 2023-24 is \$792.2 million (16.1%) higher than the revised estimate for 2022-23. The revised estimates for 2022-23 and the estimates for 2023-24 of various subheads are tabulated below:

No.	Subhead	2022-23 Revised estimate (\$million)	2023-24 Estimate (\$million)	Compared to the revised estimate (%)
001	Salaries (Note 1)	127.371	129.372	+1.6%
010	Recruiting expenses	1.029	1.000	-2.8%
011	Civil service examinations	15.892	14.381	-9.5%
013	Personal allowances	361.000	352.910	-2.2%
014	Home purchase allowance	577.000	564.000	-2.3%
020	Payments to estates of deceased officers	26.500	26.500	-
022	Passages	119.000	165.000	+38.7%
023	Quartering	3.537	3.333	-5.8%
024	Staff relief and welfare	6.724	6.059	-9.9%
025	Long and Meritorious Service Travel Award Scheme	140.122	190.664	+36.1%
028	Legal assistance	2.500	3.000	+20%
032	Accommodation allowance	8.700	8.000	-8.0%
033	Home financing allowance	632.000	693.000	+9.7%
037	Pensioners' welfare fund	1.600	1.600	-
038	Private tenancy allowance	51.000	46.000	-9.8%
039	Rent allowance	0.500	0.500	-
040	Non-accountable cash allowance	2,829.000	3,488.000	+23.3%
041	Mandatory Provident Fund (MPF) contribution (Note 1)	0.552	0.808	+46.4%
042	Civil Service Provident Fund (CSPF) contribution (Note 1)	10.127	12.262	+21.1%
	Total	4,914.154	5,706.389	+16.1%

(Note 1) Provisions under Subheads 001, 041 and 042 are for payment of salaries and MPF/CSPF contribution for operational reserves, i.e. staff in the administrative, executive, secretarial and clerical grades who are required by departments to replace officers on leave or full-time training or for handover purposes and for staff required to undertake special and ad hoc projects.

2. In the 2021-22 financial year, the expenditure incurred and the number of recipients under the Long and Meritorious Service Travel Award Scheme (Scheme) are tabulated below:

	Actual expenditure (\$million)	Number of award recipients
Long and Meritorious Service Travel Award Scheme	81.3 (Note 2)	3 068 (Note 3)

(Note 2) Given that the COVID-19 pandemic has impacted seriously on outbound travel since early 2020, awardees were unable to use the travel awards to travel outside Hong Kong. The actual expenditure for 2020-21 was lower than usual.

(Note 3) This refers to the number of recipients beginning to incur expenditure in the financial year concerned.

All awardees of the Scheme are non-directorate officers. The number of awards is determined based on the number of eligible officers meeting the service requirement and allocated to each bureau/department on the basis of one award for every 27 eligible officers (ratio of 1:27).

- 3&4. The total expenditures on Leave Passage Allowance (LPA), Overseas Education Allowance (OEA), School Passage Allowance (SPA) and Mainland and Local Education Allowance (MLEA) and the numbers of officers claiming the allowances in the 2021-22 financial year are tabulated below:

	2021-22 Actual Expenditure (\$million)	Number of officers claiming the allowances	
		Directorate	Non-directorate
LPA	68.5	1 168	75
OEA	74.5	70	1 186
SPA	16.2	21	1 134
MLEA	282.3	294	7 562

A breakdown of officers claiming the above allowances by department is set out at **Annex**.

5. The Long and Meritorious Service Travel Award aims at recognising long and meritorious service of serving civil servants.

LPA is provided to eligible civil servants (including officers on overseas and local terms) in respect of the expenses for outbound travel incurred by them and their eligible family members on an accountable basis. For eligible civil servants on new terms, this allowance is offered to themselves only and paid on a non-accountable basis.

OEA is provided to eligible civil servants in respect of the cost of full-time education of their children, within the age limit from 9 to 19, in a school in the United Kingdom (for officers on local terms) or a school in the officer's country of origin (for officers on overseas terms). This allowance is not applicable to civil servants who were offered appointment on or after 1 August 1996.

MLEA is provided to eligible civil servants in respect of the cost of the primary and secondary education of their children in the Mainland or in Hong Kong until their children reach the age of 19. This allowance is not applicable to civil servants who were offered appointment on or after 1 June 2000.

SPA is provided to eligible civil servants in respect of the expenses incurred by their eligible children travelling between Hong Kong and the place where they receive full-time education, namely the United Kingdom (for officers on local terms) or a place outside Hong Kong (for officers on overseas terms). This allowance is not applicable to civil servants who were offered appointment on or after 1 August 1996.

Numbers of officers claiming Leave Passage Allowance (LPA), Overseas Education Allowance (OEA), School Passage Allowance (SPA) and Mainland and Local Education Allowance (MLEA) in the 2021-22 financial year

Bureau / Department	LPA	OEA	SPA	MLEA
Agriculture, Fisheries and Conservation Department	7	11	10	49
Architectural Services Department	37	7	13	57
Audit Commission	7	1	2	6
Auxiliary Medical Service	1	1	1	3
Buildings Department	25	5	9	47
Census and Statistics Department	6	5	7	46
Chief Executive's Office	5	1	-	4
Civil Aid Service	1	-	-	3
Civil Aviation Department	15	9	9	34
Civil Engineering and Development Department	50	10	9	92
Companies Registry	5	3	2	9
Correctional Services Department	8	63	53	297
Customs and Excise Department	9	46	49	342
Department of Health	44	38	54	220
Department of Justice	48	7	7	45
Drainage Services Department	21	10	8	65
Electrical and Mechanical Services Department	24	30	28	125
Environmental Protection Department	31	29	24	106
Fire Services Department	22	56	59	801
Food and Environmental Hygiene Department	15	22	21	149
Government Flying Service	3	3	5	12
Government Laboratory	2	2	-	29
Government Logistics Department	5	6	6	13
Government Property Agency	7	1	1	12
Government Secretariat: Civil Service Bureau	18	8	5	55
Government Secretariat: Commerce and Economic Development Bureau (Commerce, Industry and Tourism Branch)	16	8	3	21
Government Secretariat: Commerce and Economic Development Bureau (Communications and Creative Industries Branch)	6	-	-	5
Government Secretariat: Constitutional and Mainland Affairs Bureau	34	1	-	10

Bureau / Department	LPA	OEA	SPA	MLEA
Government Secretariat: Development Bureau (Planning and Lands Branch)	9	1	1	11
Government Secretariat: Development Bureau (Works Branch)	17	2	2	17
Government Secretariat: Education Bureau	22	52	60	272
Government Secretariat: Environment Bureau	5	3	-	6
Government Secretariat: Financial Services and the Treasury Bureau (Financial Services Branch)	6	1	2	4
Government Secretariat: Financial Services and the Treasury Bureau (The Treasury Branch)	9	-	4	9
Government Secretariat: Food and Health Bureau (Food Branch)	8	-	-	6
Government Secretariat: Food and Health Bureau (Health Branch)	7	3	3	13
Government Secretariat: Home Affairs Bureau	7	2	3	20
Government Secretariat: Innovation and Technology Bureau	10	2	2	9
Government Secretariat: Innovation and Technology Commission	3	-	1	13
Government Secretariat: Labour and Welfare Bureau	5	-	-	6
Government Secretariat: Office of the Government Chief Information Officer	12	5	11	56
Government Secretariat: Offices of the Chief Secretary for Administration and the Financial Secretary	14	-	1	23
Government Secretariat: Overseas Economic and Trade Offices	10	-	-	1
Government Secretariat: Security Bureau	8	2	2	10
Government Secretariat: Transport and Housing Bureau (Transport Branch)	14	-	1	10
Highways Department	28	15	15	88
Home Affairs Department	16	16	13	97
Hong Kong Observatory	1	3	2	19
Hong Kong Police Force	92	418	296	2 359
Hospital Authority	3	9	10	16
Housing Department	72	54	52	281
Immigration Department	13	35	41	370
Independent Commission Against Corruption	14	10	5	63

Bureau / Department	LPA	OEA	SPA	MLEA
Information Services Department	6	5	5	21
Inland Revenue Department	20	23	21	115
Intellectual Property Department	3	3	4	5
Invest Hong Kong	-	-	1	3
Joint Secretariat for the Advisory Bodies on Civil Service and Judicial Salaries and Conditions of Service	4	-	-	2
Judiciary	120	5	5	74
Labour Department	7	18	17	119
Land Registry	5	2	1	13
Lands Department	32	24	21	151
Legal Aid Department	14	1	1	19
Leisure and Cultural Services Department	9	33	28	156
Marine Department	15	5	5	29
Office of the Communications Authority	4	2	2	5
Official Receiver's Office	2	3	1	8
Planning Department	18	6	7	48
Post Office	7	18	21	132
Public Service Commission Secretariat	1	1	-	1
Radio Television Hong Kong	7	3	2	30
Rating and Valuation Department	7	10	11	27
Registration and Electoral Office	2	3	3	10
Secretariat, Commissioner on Interception of Communications and Surveillance	1	1	1	-
Social Welfare Department	22	41	44	253
Trade and Industry Department	5	5	3	24
Transport Department	23	9	10	45
Treasury	8	3	2	17
University Grants Committee	-	-	-	3
Water Supplies Department	20	13	23	85
Working Family and Student Financial Assistance Agency	4	3	4	25
Total	1 243	1 256	1 155	7 856

- End -

CONTROLLING OFFICER'S REPLY**CSB082****(Question Serial No. 1151)**Head: (120) PensionsSubhead (No. & title): (015) Public and Judicial Service Pension Benefits and CompensationProgramme: (1) Public and Judicial Service Pension BenefitsControlling Officer: Director of Accounting Services (Susanna CHEUNG)Director of Bureau: Secretary for the Civil ServiceQuestion:

Please provide information regarding pension payment to public and judicial officers in 2022-23:

A) The number of retired public and judicial officers and the amount of pension involved

Amount of monthly pension	Estimated number of pensioners	Average annual amount of pension per pensioner	Estimated total expenditure in 2022-23
Below \$5,000			
\$5,000 - \$10,000			
\$10,001 - \$30,000			
\$30,001 - \$50,000			
\$50,001 - \$100,000			
Above \$100,000			

B) The age of retired public and judicial officers

Age of retired public and judicial officers at present	Estimated number of pensioners				
	Monthly pension below \$10,000	Monthly pension from \$10,001-\$30,000	Monthly pension from \$30,001-\$50,000	Monthly pension from \$50,001-\$100,000	Monthly pension above \$100,000
Below 50					
50-54					
55-59					
60-64					
65-69					

70-74					
75-79					
80-84					
85-89					
90-94					
95 or above					

Asked by: Hon LAM Kin-fung, Jeffrey (LegCo internal reference no.: 19)

Reply:

- A) The number of public and judicial service pensioners and the amount of pension payment in 2022-23 (revised estimate) are provided below:

Amount of monthly pension	Number of pensioners	Average annual amount of pension per pensioner \$	Total expenditure \$ Million
Below \$5,000	33 395	35,711	1,192.6
\$5,000 – \$10,000	29 802	85,542	2,549.3
\$10,001 – \$30,000	70 859	207,749	14,720.9
\$30,001 – \$50,000	14 732	448,959	6,614.1
\$50,001 – \$100,000	5 290	759,716	4,018.9
Above \$100,000	282	1,414,370	398.8

- B) The number of public and judicial service pensioners receiving monthly pension in 2022-23 (revised estimate) by age groups is provided below:

	Number of pensioners				
Age of retired public and judicial officers at present	Monthly pension below \$10,000	Monthly pension from \$10,001 – \$30,000	Monthly pension from \$30,001 – \$50,000	Monthly pension from \$50,001 – 100,000	Monthly pension above \$100,000
Below 60	3 320	8 171	1 320	306	9
60-64	13 538	23 146	4 300	1 350	79
65-69	15 772	16 949	3 538	1 180	68
70-74	13 602	11 114	2 389	1 120	67
75-79	7 515	5 453	1 704	850	42
80-84	4 335	2 910	818	292	14
85-89	3 228	2 248	440	127	1
90-94	1 455	713	190	59	1
95 or above	432	155	33	6	1

- End -

CONTROLLING OFFICER'S REPLY**CSB083****(Question Serial No. 1454)**Head: (37) Department of HealthSubhead (No. & title): (-) Not SpecifiedProgramme: (7) Medical and Dental Treatment for Civil ServantsControlling Officer: Director of Health (Dr. Ronald LAM)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the medical and dental treatment for civil servants, the provision for 2023-24 is 25.4% higher than the revised estimate for 2022-23. Will the Government please advise this Committee on:

1. the breakdown of the estimated expenditure under Programme (7): Medical and Dental Treatment for Civil Servants for 2023-24;
2. the reasons for the estimated additional provision for enhancing the medical and dental services for civil service eligible persons (CSEPs) for 2023-24; and
3. the numbers of CSEPs attending various families clinics and the overall utilisation rates of such clinics in the past 3 years?

Asked by: Hon KOON Ho-ming, Peter Douglas (LegCo internal reference no.: 16)

Reply:

1. The estimated expenditure on Programme (7) Medical and Dental Treatment for Civil Servants in 2023-24 is itemised as follows -

Item	Estimated expenditure (\$million)
Medical services	208.9
Dental services	865.6
Payment and reimbursement of medical fees and hospital charges	1,665.9
Procurement of equipment	17.8
Total:	2,758.2

2. The provision for 2023-24 is \$559.2 million (25.4%) higher than the revised estimate for 2022-23. This is mainly due to the need to reserve sufficient funding for meeting the increasing demand for the payment and reimbursement of medical fees and hospital

charges in respect of civil service eligible persons (CSEPs). Such expenditure is demand-driven. In view of the growing number of CSEPs, their longer average life expectancy, and more medications, treatments and equipment made available through research and development as technology advances, the number of reimbursement applications and actual expenditure will see continued growth. It is therefore necessary for the Department of Health to earmark additional resources for 2023-24 to cope with the demand which cannot be fully anticipated in a bid to ensure the timely processing of applications from eligible persons with medical needs and provide reimbursement of medical fees.

3. The attendances of CSEPs at each families clinic in the past 3 years are as follows -

Number of attendances ^{Note 1}	2020	2021	2022
Chai Wan Families Clinic	45 000	52 000	44 000
Hong Kong Families Clinic	47 000	52 000	52 000
Kowloon Families Clinic	56 000	59 000	49 000
New Territories Families Clinic	41 000	48 000	39 000
Fanling Families Clinic	29 000	43 000	31 000
Sai Kung Families Clinic	9 000	10 000	9 000

Note 1: The number of attendances is rounded to the nearest thousand.

The overall utilisation rates of families clinics in the past 3 years are as follows -

Year	Overall utilisation rate ^{Note 2}
2020	93%
2021	95%
2022	97%

Note 2: The utilisation rates are rounded to the nearest whole percent.

- End -

CONTROLLING OFFICER'S REPLY

CSB084

(Question Serial No. 2843)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Ronald LAM)

Director of Bureau: Secretary for the Civil Service

Question:

The financial provision for the medical and dental treatment for civil servants for 2023-24 is \$2,758.2 million, which is 25.4% higher than the revised estimate for the previous year. In this connection, will the Government please advise this Committee on:

- a) how much of the above provision is earmarked for dental treatment; and
- b) further to the question above, how much of it will be used for administrative and staffing expenses?

Asked by: Hon KWOK Ling-lai, Lillian (LegCo internal reference no.: 41)

Reply:

- a) In 2023-24, the financial provision for dental treatment of civil service eligible persons (CSEPs) is \$865.6 million.
- b) In 2023-24, the financial provision under civil servants' medical and dental treatment provided by the Department of Health for CSEPs is \$2.7582 billion, which is 25.4% higher than the revised estimate for the previous year. The increase in provision does not involve any increase in the establishment (including administrative staff establishment).

- End -

CONTROLLING OFFICER'S REPLY

CSB085

(Question Serial No. 0977)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Ronald LAM)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding dental services for civil servants, will the Government please advise on:

- (1) the numbers of attendances of civil service eligible persons (CSEPs) at various dental clinics, as well as the waiting time for appointment for dental follow-up treatment and elective consultation for specialised dental services in the past 2 years;
- (2) the respective numbers of all ranks of healthcare staff of the Department of Health's dental clinics, broken down by type of post, length of service, their wastage rate and vacancy rate; and
- (3) the Government's recruitment plans in 2023-24 to increase the number of dental healthcare staff as soon as possible to shorten the waiting time for dental services for civil servants?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 7)

Reply:

- (1) To combat Coronavirus Disease 2019, dental clinics made various service adjustments in the past 3 years. In 2020, as only emergency and pain relief services were available during the early outbreak phase to allow deployment of a large number of staff in support of anti-epidemic work, there was a drop in attendances. In 2021, the easing epidemic brought our dental services back to normal by and large. In early 2022, the onset of the fifth wave of the epidemic resulted in a decrease in attendances following a large number of cancelled or postponed dental appointments.

The attendances of CSEPs at dental clinics (including Oral Maxillofacial Surgery and Dental Clinics in hospitals), as well as the overall waiting times for appointment of dental follow-up treatment and elective consultation for specialised dental services in the past 2 years are as follows -

The attendances:

Year	Attendance (rounded to the nearest hundred)
2021	708 600
2022	585 700

Waiting time:

As at	Dental Follow-up Treatment	Elective Consultation for Specialised Dental Services
31 December 2021	4 to 16 months	6 to 42 months
31 December 2022	8 to 37 months	4 to 47 months

- (2) The establishment and vacancy rates of Dental Officers (DOs), Dental Surgery Assistants (DSAs) and Dental Hygienists (DHys) at the dental clinics under Programme (7) of DH in the past 2 years are as follows -

	2021-22 (as at 31 March 2022)		2022-23 (as at 1 February 2023)	
Grade	Establishment	Vacancy Rate	Establishment	Vacancy Rate
DO	291	15.5%	291	22.0%
DSA	287	0.0%	288	0.0%
DHyg	14	35.7%	14	35.7%

For DH as a whole, the wastage rates of the DO grade for 2021-22 and 2022-23 (as at 1 February 2023) were 12.1% and 11.9% respectively, and those for the DSA grade were 7.9% and 6.7% respectively. As for the DHyg grade, the wastage rates for 2021-22 and 2022-23 (as at 1 February 2023) were 22.2% and 11.1% respectively.

(Note: Wastage rate refers to the overall wastage rate covering all situations resulting in departure from the service, including retirement, resignation, etc.)

The percentage distribution of DOs, DSAs and DHys by length of service is as follows -

	2022-23 (as at 1 February 2023)			
Grade	10 years or less	More than 10 years to 20 years	More than 20 years to 30 years	More than 30 years
DO	41.7%	22.4%	20.0%	15.9%
DSA	43.6%	23.8%	13.4%	19.2%
DHyg	55.6%	0.0%	44.4%	0.0%

- (3) With a view to enhancing the dental services for CSEPs, DH will make continuous effort to recruit DOs in 2023-24. Measures include arranging year-round recruitment, granting incremental credit for experience to candidates, and creating Post-retirement Service Contract and Non-Civil Service Contract posts, etc. would be taken to attract more prospective candidates to apply for the post of DOs. In view of the growing local demand for dental services, the Government has further increased the number of University Grants Committee-funded degree training places and taught postgraduate places in dentistry. New pathways, such as making legislative amendments to facilitate the admission of qualified non-locally trained dentists, will also be explored.

- End -

CONTROLLING OFFICER'S REPLY**CSB086****(Question Serial No. 0978)**Head: (37) Department of HealthSubhead (No. & title): (-) Not SpecifiedProgramme: (7) Medical and Dental Treatment for Civil ServantsControlling Officer: Director of Health (Dr. Ronald LAM)Director of Bureau: Secretary for the Civil ServiceQuestion:

Regarding the provision of medical services for civil servants and other eligible persons, will the Government please advise this Committee on:

- (1) the numbers of attendances of civil service eligible persons (CSEPs) at various families clinics and the overall utilisation rates of such clinics in the past 2 years;
- (2) the numbers of attendances, the waiting time of CSEPs at various specialist outpatient clinics and the overall utilisation rates of such clinics in the past 2 years by specialty; and
- (3) whether any new measures have been formulated for 2023-24 to enhance the service quality and reduce the waiting time for appointments at families clinics and specialist outpatient clinics; if yes, the details as well as the additional expenditure and manpower involved; if not, the reasons?

Asked by: Hon KWOK Wai-keung (LegCo internal reference no.: 8)

Reply:

- (1) The attendances of civil service eligible persons (CSEPs) at each families clinic in the past 2 years are as follows -

Number of attendances ^{Note 1}	2021	2022
Chai Wan Families Clinic	52 000	44 000
Hong Kong Families Clinic	52 000	52 000
Kowloon Families Clinic	59 000	49 000
New Territories Families Clinic	48 000	39 000
Fanling Families Clinic	43 000	31 000
Sai Kung Families Clinic	10 000	9 000

Note 1: The number of attendances is rounded to the nearest thousand.

The overall utilisation rates^{Note 2} of families clinics in the past 2 years are as follows -

2021	2022
95%	97%

Note 2: The utilisation rates are rounded to the nearest whole percent.

(2) Specialised Outpatient Service

Dedicated specialised outpatient (SOP) services for CSEPs are provided by 9H Specialist Clinic in Prince of Wales Hospital, L Block of Queen Elizabeth Hospital and Saturday SOP Clinic in Queen Mary Hospital under HA. The numbers of attendances and the median waiting times of SOP new cases for major specialties in the past 2 years are listed as follows -

9H Specialist Clinic in Prince of Wales Hospital

Specialty	Number of Attendances	
	2021-22	2022-23 (as at 31 Dec 2022) [Provisional figures]
Ear, Nose & Throat	3 115	2 280
Gynaecology	458	359
Medicine	13 946	10 687
Orthopaedics & Traumatology	2 522	1 690
Paediatrics	51	32
Surgery	3 730	2 453

Specialty	Median Waiting Time (week)	
	2021-22	2022-23 (as at 31 Dec 2022) [Provisional figures]
Ear, Nose & Throat	1	1
Gynaecology	7	7
Medicine	61	41
Orthopaedics & Traumatology	1	1
Paediatrics	1	1
Surgery	8	2

L Block of Queen Elizabeth Hospital

Specialty	Number of Attendances	
	2021-22	2022-23 (as at 31 Dec 2022) [Provisional figures]
Gynaecology	2 155	1 696
Medicine	10 859	8 366
Orthopaedics & Traumatology	4 478	3 417
Paediatrics	975	764
Surgery	7 984	6 122

Specialty	Median Waiting Time (week)	
	2021-22	2022-23 (as at 31 Dec 2022) [Provisional figures]
Gynaecology	26	29
Medicine	129	137
Orthopaedics & Traumatology	4	1
Paediatrics	1	<1
Surgery	34	35

Saturday SOP Clinic in Queen Mary Hospital

Specialty	Number of Attendances	
	2021-22	2022-23 (as at 31 Dec 2022) [Provisional figures]
Medicine	564	629
Surgery	346	305

Specialty	Median Waiting Time (week)	
	2021-22	2022-23 (as at 31 Dec 2022) [Provisional figures]
Medicine	67	13
Surgery	12	5

We do not maintain statistics on the overall utilisation rates of the SOP clinics.

- (3) To enhance its services, the Department of Health (DH) launched the Integrated Care Programme (ICP) and Stable Drug Use (SDU) pilot programme at families clinics in March 2020. The ICP aims at improving the quality of care for patients with diabetes mellitus, and identifying early complications so that the extra consultation time arising from complications can be reduced. The SDU pilot programme seeks to enhance drug use safety for patients with chronic diseases under stable conditions who are required to take multiple types of drugs, and to minimise their needs for follow-up consultations with doctors. It is expected that the implementation of these two programmes will

release doctor consultation quota for allocation to other CSEPs in need. The programmes will continue in 2023-24. The manpower and expenditure involved in the programmes will be absorbed by DH's existing provision for medical and dental treatment for civil servants.

- End -

CONTROLLING OFFICER'S REPLY

CSB087

(Question Serial No. 1548)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Ronald LAM)

Director of Bureau: Secretary for the Civil Service

Question:

Regarding public dental services, will the Government please advise this Committee on:

1. the respective numbers of attendances of civil service eligible persons (CSEPs) at various dental clinics and the oral maxillofacial surgery and dental clinics in hospitals in the past 3 years;
2. the waiting time of CSEPs for appointment for dental follow-up treatment and elective consultation for specialised dental services at dental clinics and the oral maxillofacial surgery and dental clinics in hospitals in the past 3 years; and
3. the Government's plans to increase the number of dental healthcare staff in the coming year to shorten the waiting time for dental services for civil servants?

Asked by: Hon LAI Tung-kwok (LegCo internal reference no.: 13)

Reply:

- 1&2. To combat Coronavirus Disease 2019, dental clinics made various service adjustments in the past 3 years. In 2020, as only emergency and pain relief services were available during the early outbreak phase to allow deployment of a large number of staff in support of anti-epidemic work, there was a drop in attendances. In 2021, the easing epidemic brought our dental services back to normal by and large. In early 2022, the onset of the fifth wave of the epidemic resulted in a decrease in attendances following a large number of cancelled or postponed dental appointments.

The attendances of CSEPs at dental clinics (including Oral Maxillofacial Surgery and Dental Clinics (OMS&DCs) in hospitals) in the past 3 years are as follows -

Year	Attendance (rounded to the nearest hundred)
2020	321 700
2021	708 600
2022	585 700

The overall waiting times of CSEPs for dental services at dental clinics (including OMS&DCs in hospitals) in the past 3 years are as follows -

As at	Dental Follow-up Treatment	Elective Consultation for Specialised Dental Services
31 December 2020	6 to 15 months	5 to 36 months
31 December 2021	4 to 16 months	6 to 42 months
31 December 2022	8 to 37 months	4 to 47 months

3. With a view to enhancing the dental services for CSEPs, DH will make continuous effort to recruit DOs in 2023-24. Measures include arranging year-round recruitment, granting incremental credit for experience to candidates, and creating Post-retirement Service Contract and Non-Civil Service Contract posts, etc. would be taken to attract more prospective candidates to apply for the post of DOs. In view of the growing local demand for dental services, the Government has further increased the number of University Grants Committee-funded degree training places and taught postgraduate places in dentistry. New pathways, such as making legislative amendments to facilitate the admission of qualified non-locally trained dentists, will also be explored.

- End -

CONTROLLING OFFICER'S REPLY

CSB088

(Question Serial No. 1946)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Ronald LAM)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in the Matters Requiring Special Attention in 2023-24 that a Pilot Scheme on Dental Services (Dental Scaling) will be launched. In this connection, please advise this Committee on:

1. the implementation details of the Scheme, including the manpower and estimated expenditure to be involved, along with its target quota and target participants;
2. according to the Oral Health Survey 2011 conducted by the Department of Health, the percentages of 65 to 74-year old non-institutionalised older persons with fewer than 20 natural teeth and with total tooth loss were around 40% and more than 5%, respectively. In this connection, will the Government consider giving priority to the elderly in the allocation of quotas under the Scheme? If yes, the details and if not, the reasons; and
3. given that scaling is vital to the prevention and early detection of dental problems, whether the Government has assessed the demand for dental treatment as a result of the Scheme, and whether it has earmarked resources for referrals of patients in need to public dental clinics for follow-up; if yes, the details and if not, the reasons.

Asked by: Hon LEUNG Hei, Edward (LegCo internal reference no.: 26)

Reply:

- 1&2. The government dental clinics under the Department of Health (DH) are primarily providing dental services to civil service eligible persons (CSEPs) to fulfil the Government's contractual obligations laid down in the civil servants' terms of employment. Such dental benefits are in essence the same as the medical benefits provided by employers to their employees in the market, hence not part of the public dental services. The Pilot Scheme on Dental Services (Dental Scaling) (Pilot Scheme) is a new measure in this context, through which we hope that the large backlog of cases caused by the epidemic and manpower shortage could be alleviated. The target group of the Pilot Scheme is therefore confined to CSEPs. DH invited private dental organisations to submit expressions of interest in late October last year, with a view to gauging their interest in participating in the Pilot Scheme. The initial

response from the private dental organisations is positive, and DH is finalising the details of the Pilot Scheme, including the number of participants. The details of the manpower and expenditure to be incurred are yet to be available at this stage. DH plans to absorb the relevant expenditure of the Pilot Scheme within the current provision for Medical and Dental Treatment for Civil Servants.

3. By launching the Pilot Scheme, the Government aims to prevent the further lengthening of waiting time for general dental services of DH due to manpower shortage. DH will continue to arrange follow-up dental appointments for all CSEPs joining the Pilot Scheme subsequent to their receiving of scaling service. Hence, additional resources are not required.

- End -

CONTROLLING OFFICER'S REPLY

CSB089

(Question Serial No. 0567)

Head: (37) Department of Health

Subhead (No. & title): (-) Not Specified

Programme: (7) Medical and Dental Treatment for Civil Servants

Controlling Officer: Director of Health (Dr. Ronald LAM)

Director of Bureau: Secretary for the Civil Service

Question:

Concerning the Pilot Scheme on Dental Services (Dental Scaling) to be launched by the Department of Health in 2023-24, please inform this Committee of:

1. the estimated number of participants, and whether there will be a year-on-year increase in the number;
2. the estimated total expenditure on the Pilot Scheme, and whether additional staffing expenditure will be incurred; and
3. whether the Government will consider providing dental scaling services for the needy (such as the elderly and the disabled) apart from civil service eligible persons.

Asked by: Hon LEUNG Man-kwong (LegCo internal reference no.: 2)

Reply:

- 1&3. The government dental clinics under the Department of Health (DH) are primarily providing dental services to civil service eligible persons (CSEPs) to fulfil the Government's contractual obligations laid down in the civil servants' terms of employment. Such dental benefits are in essence the same as the medical benefits provided by employers to their employees in the market, hence not part of the public dental services. The Pilot Scheme on Dental Services (Dental Scaling) (Pilot Scheme) is a new measure in this context, through which we hope that the large backlog of cases caused by the epidemic and manpower shortage could be alleviated. The target group of the Pilot Scheme is therefore confined to CSEPs. DH invited private dental organisations to submit expressions of interest in late October last year, with a view to gauging their interest in participating in the Pilot Scheme. The initial response from the private dental organisations is positive, and DH is finalising the details of the Pilot Scheme, including the number of participants.

2. DH plans to absorb the relevant expenditure of the Pilot Scheme within the current provision for Medical and Dental Treatment for Civil Servants. The details of the manpower and expenditure to be incurred are yet to be available at this stage.

- End -

CONTROLLING OFFICER'S REPLY**CSB090****(Question Serial No. 0090)**Head: (37) Department of HealthSubhead (No. & title): (-) Not SpecifiedProgramme: (7) Medical and Dental Treatment for Civil ServantsControlling Officer: Director of Health (Dr. Ronald LAM)Director of Bureau: Secretary for the Civil ServiceQuestion:

With regard to the dental services of the Department of Health (DH), will the Government please advise this Committee on:

1. the respective staff establishment, the actual numbers of staff employed, the attrition figures and the numbers of retirees of the Dental Officer Grade, Dental Therapist Grade and Dental Hygienist Grade of DH in the past 3 years;
2. the respective numbers of attendances by age group, discs allocated and quotas of each dental clinic in each of the past 3 years; and
3. the respective waiting time of regular dental check-ups, root canal treatment and filling treatment for civil service eligible persons in each of the past 3 years?

Asked by: Hon YANG Wing-kit (LegCo internal reference no.: 10)

Reply:

1. The establishment and strength of the Dental Officer Grade and Dental Hygienist Grade at government dental clinics under the Department of Health (DH) in the past 3 years are as follows -

	2020-21 (as at 31 March 2021)		2021-22 (as at 31 March 2022)		2022-23 (as at 1 February 2023)	
Grade[#]	Establishment	Strength	Establishment	Strength	Establishment	Strength
Dental Officer	291	271	291	246	291	227
Dental Hygienist	14	11	14	9	14	9

[#] There is no establishment of the Dental Therapist Grade at government dental clinics under Programme (7).

The wastage of the Dental Officer Grade and Dental Hygienist Grade in DH in the past 3 years is as follows -

	2020-21 (as at 31 March 2021)		2021-22 (as at 31 March 2022)		2022-23 (as at 1 February 2023)	
Grade	Departure	Retirement	Departure	Retirement	Departure	Retirement
Dental Officer	15	4	39	4	35	5
Dental Hygienist	4	2	2	2	1	0

- To combat Coronavirus Disease 2019 (COVID-19), dental clinics made various service adjustments in the past 3 years. In 2020, as only emergency and pain relief services were available during the early outbreak phase to allow deployment of a large number of staff in support of anti-epidemic work, there was a drop in attendances. In 2021, the easing epidemic brought our dental services back to normal by and large. In early 2022, the onset of the fifth wave of the epidemic resulted in a decrease in attendances following a large number of cancelled or postponed dental appointments.

The attendances of CSEPs at dental clinics (including Oral Maxillofacial Surgery and Dental Clinics (OMS&DCs) in hospitals) in the past 3 years are as follows -

Dental Clinic	Attendance ^		
	2020	2021	2022
Aberdeen Jockey Club Dental Clinic	4 500	8 800	7 000
Castle Peak Hospital Dental Clinic	4 800	10 900	9 900
Chai Wan Government Dental Clinic	6 200	17 100	15 000
Cheung Chau Dental Clinic [@]	400	500	< 100
Cheung Sha Wan Government Offices Dental Clinic	25 000	60 900	47 600
Fanling Health Centre Dental Clinic	9 900	24 600	21 800
Ha Kwai Chung Government Dental Clinic	4 900	11 300	10 400
Harbour Building Dental Clinic	9 800	26 200	19 500
Harbour Building Orthodontic Clinic	10 900	12 800	11 000
Hong Kong Police College Dental Clinic	300	400	200
Kennedy Town Community Complex Dental Clinic	8 200	18 000	13 400
Kowloon City Dental Clinic	14 900	36 300	31 000
Kwai Chung Hospital Dental Clinic [@]	1 200	2 500	800
Kwun Tong Dental Clinic	7 700	17 000	15 600
Kwun Tong Yung Fung Shee Dental Clinic	6 400	15 200	13 100
Li Po Chun Dental Clinic	6 300	15 100	11 800
Ma On Shan Dental Clinic	5 700	12 200	9 700

Dental Clinic	Attendance [^]		
	2020	2021	2022
MacLehose Dental Centre 2/F	6 700	9 300	7 800
MacLehose Dental Centre 6/F	12 100	31 500	26 300
Madam Yung Fung Shee Dental Clinic	5 400	12 500	10 900
Mona Fong Dental Clinic	2 400	4 600	4 200
Pamela Youde Government Dental Clinic	10 500	23 400	19 600
Queensway Government Offices Dental Clinic	11 300	27 100	23 600
Sai Ying Pun Dental Clinic 3/F [@]	2 200	3 900	0
Sai Ying Pun Dental Clinic 8/F	5 800	13 100	11 100
Sheung Kwai Chung Government Dental Clinic	10 100	25 900	20 500
Sheung Kwai Chung Prosthodontic Clinic	3 900	7 300	8 100
Tai O Dental Clinic [@]	< 100	100	< 100
Tai Po Wong Siu Ching Dental Clinic	5 200	12 400	10 600
Tang Shiu Kin Dental Clinic	9 600	23 100	18 800
Tseung Kwan O Dental Clinic	8 600	21 400	19 700
Tsuen Wan Dental Clinic	3 200	7 600	7 800
Tsuen Wan Government Offices Dental Clinic	7 000	16 500	14 600
Tung Chung Dental Clinic	3 700	7 700	7 100
Victoria Road Dental Clinic	1 700	3 500	3 600
Wan Chai Dental Clinic	12 400	30 500	20 200
West Kowloon Government Offices Dental Clinic	3 200	12 000	13 200
Western Dental Clinic	2 600	5 000	4 400
Yan Oi Dental Clinic	3 500	8 700	8 000
Yau Ma Tei Dental Clinic	12 800	33 700	25 800
Yau Ma Tei Orthodontic Clinic	18 100	27 300	21 700
Yuen Long Government Offices Dental Clinic	6 100	12 700	12 900
Yuen Long Jockey Club Dental Clinic [@]	3 500	8 200	3 500

OMS&DCs in Hospitals	Attendance [^]		
	2020	2021	2022
North District Hospital OMS&DC	2 900	4 400	3 500
Pamela Youde Nethersole Eastern Hospital OMS&DC	2 500	3 900	3 300
Prince of Wales Hospital OMS&DC	4 600	5 300	3 900
Princess Margaret Hospital OMS&DC	2 000	3 300	2 900
Queen Elizabeth Hospital OMS&DC	5 300	6 100	4 200
Queen Mary Hospital OMS&DC	3 700	5 000	3 900
Tuen Mun Hospital OMS&DC	1 900	1 800	2 100

[^] The number of attendances is rounded to the nearest hundred except those specified as < 100.

[@] The services provided by Sai Ying Pun Dental Clinic 3/F, Cheung Chau Dental Clinic, Tai O Dental Clinic, Kwai Chung Hospital Dental Clinic and Yuen Long Jockey Club Dental Clinic to CSEPs have been suspended by phases since October 2021 in view of the development of the epidemic and the manpower situation of the Dental Officer Grade. Affected patients have been transferred to dental clinics nearby for service.

DH does not maintain information on the breakdown of attendances by age group. DH will arrange dental services for CSEPs according to its manpower and the urgency of their medical conditions. DH does not keep statistics on the number of discs allocated and quotas.

3. The overall waiting time of CSEPs for appointment for regular dental check-ups and dental follow-up treatment (including filling and root canal treatment) in the past 3 years is as follows -

As at	Regular Dental Check-ups	Dental Follow-up Treatment
31 December 2020	-*	6 to 15 months
31 December 2021	12 to 16 months	4 to 16 months
31 December 2022	18 to 32 months	8 to 37 months

*Appointment service for regular dental check-ups was suspended from June to December 2020 to free up appointment slots for dental follow-up treatment and other urgent cases in response to the development of the COVID-19 epidemic.

- End -

CONTROLLING OFFICER'S REPLY

CSB091

(Question Serial No. 3523)

Head: (143) Government Secretariat: Civil Service Bureau
Subhead (No. & title): (-) Not Specified
Programme: (2) Human Resource Management
Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)
Director of Bureau: Secretary for the Civil Service

Question:

Please set out a detailed list, by government department, of the number of ethnic minority people employed by the Government in each of the past 3 years.

Asked by: Hon LAM Kin-fung, Jeffrey (LegCo internal reference no.: 68)

Reply:

The Government is committed to promoting equal access to job opportunities in the Government for non-ethnic Chinese, just like other applicants. In the civil service recruitment process, bureaux/departments will assess all candidates on the basis of their ability, performance, character, and the stipulated entry requirements set according to the job requirements (including language proficiency requirements). Race is not a relevant consideration.

Given that neither job applicants for civil service jobs nor serving civil servants are required to declare their ethnic origins, we do not possess statistical information on the number of non-ethnic Chinese in the civil service.

- End -

CONTROLLING OFFICER'S REPLY

(Question Serial No. 3530)

Head: (143) Government Secretariat: Civil Service Bureau

Subhead (No. & title): (-) Not Specified

Programme: (2) Human Resource Management

Controlling Officer: Permanent Secretary for the Civil Service (Clement LEUNG)

Director of Bureau: Secretary for the Civil Service

Question:

It is mentioned in paragraph 187 of the Budget Speech that the civil service establishment maintained a zero growth at the present level in this financial year. However, there is no mention of the additional manpower outside the civil service establishment. The public generally questions whether there are actual needs for the HKSAR Government to engage a large number of additional staff outside the civil service establishment and how their high salary levels are determined. In this connection, will the Government inform this Committee of the following:

In the 2023-24 Budget, what is the amount required for paying personal emoluments of the additional staff in non-civil service grades in the HKSAR government?

Asked by: Hon TSE Wai-chun, Paul (LegCo internal reference no.: 16)

Reply:

The Non-civil service contract (NCSC) Staff Scheme aims at providing Bureaux/Departments (B/Ds) with a flexible means of employing staff to cope with their changing operational and service needs. Under the Scheme, Heads of Department have discretion to determine the appropriate employment package for their NCSC staff, subject to the established guiding principles that, overall speaking, the terms and conditions of service of NCSC staff should be no less favourable than those prescribed under the Employment Ordinance (Cap. 57) and no more favourable than those applicable to civil servants in comparable ranks or with comparable level of responsibility (if any).

The Civil Service Bureau (CSB) collects statistics from B/Ds regularly on the number of NCSC staff employed, employment duration and the range of salaries offered, etc. and reports to the Legislative Council Panel on Public Service. There were 9 903 full-time ^(Note) NCSC staff as at 30 June 2022. As compared with the same period in 2021, the number of NCSC staff had decreased by about 2 100 (around 18%). The aforementioned figures do not include those time-limited NCSC positions under the Anti-epidemic Fund Job Creation Scheme (those positions are created to relieve the unemployment situation due to the epidemic and the anti-epidemic measures).

The costs of employing NCSC staff should be charged to the relevant subheads of the respective B/Ds. CSB does not collect the information on the expenditure of respective B/Ds on the employment of NCSC staff.

Note: “Full-time” employment means employment under a “continuous contract” as defined by the Employment Ordinance. According to the Ordinance, an employee is regarded as being employed under a continuous contract if he or she works continuously for the same employer for four weeks or more, with at least 18 hours in each week.

- End -